

**PCC MEETING 9<sup>th</sup> SEPTEMBER 2013**  
**PARISH OF ENGLISH MARTYRS, DANBURY WITH**  
**HOLY TRINITY CHURCH, SOUTH WOODHAM FERRERS**

**Ex officio:**

Fr.Niall Harington (P.P.&President)  
 Stephen Gallagher (Treasurer)  
 Sylvia Lanz (Diocesan Council Rep)

Matt Harris Fabric (SWF)  
 Kath Gable (Ecumenical Rep)  
 Pauline Spratt (Chair)  
 Alison Huish (School Rep)

**Elected Members:**

Rosemary Tidmarsh  
 Kathy Johnston  
 John Geary  
 Jaqui Clarke  
 Adrian Symonds (Fabric Danbury)  
 Barbara Fenn (Secretary)  
 David Eyre Williamson (Vice Chair)  
 Chris Perry

**Appointed Members:**

Jackie Wright Health & Safety (E.M.)

**Methodist Observer** Jenny Sismey  
**Anglican Observer** Sue Benjamin

		<b>Action</b>
<b>1)</b>	<b>Opening Prayer:</b> Fr. Niall opened the meeting with a prayer.	
<b>2)</b>	<b>Apologies:</b> Pauline Spratt, Kathy Johnston & Sue Benjamin	
<b>3)</b>	<b>Minutes of Previous Meeting;</b> The minutes from the July meeting were agreed & signed.	
<b>4)</b>	<b>Report from Justice &amp; Peace &amp; CAFOD:</b> No report this month.	
<b>5)a</b>	<p><b>Report from Fabric Committee:- Holy Trinity</b>            Completed Projects: Vertical Blinds have now been fitted to entry foyers, Meeting Room, Anglican Vestry &amp; The Sacristy. Supplied &amp; fitted by Carmelle Blinds at a cost of £800.            AV project completed &amp; now up &amp; running, with some small compromise regarding siting of the Organ &amp; choir seats. Supplied &amp; installed by Marks Tay radio at a total cost of £6,120 inc. vat. An anonymous benefactor contributed £3,120 leaving £3000 to be paid by the JCC. We believe there will be training in the use of this new equipment. Matt will look into it.            Leaking roof over the new AV system was traced by Bob Hemmings &amp; proved to be some dislodged roof tiles. We are unsure how this happened. Possibly by workmen or vandals on the roof.            Asbestos Management Survey was carried out by Envirotec Ltd. On 28<sup>th</sup> August; we await the report.            Ongoing activities: Long term plan to remove outside wall, repave the area &amp; reposition the Cross is still under discussion.            Replacement kitchen for Meeting Room is still on hold pending the outcome of the above.</p>	
<b>5)(b)</b>	<p><b>Report from Fabric Committee: – English Martyrs</b>            Steps have now been constructed outside the Confessional (fire escape) &amp; Sacristy doors at a cost of app. £62.00            In total 5 double glazed window units need replacing. Best quote is from ‘Richards Double Glazing Repairs’ £408. Inc vat. It was agreed to go with this quote.</p>	

	<p>The CCTV system is not working. We need to carefully consider our options before spending any more money on the system :-</p> <ol style="list-style-type: none"> <li>1. What is the main function/purpose of system?</li> <li>2. Does the current system meet our requirements.</li> <li>3. If so, can we justify the cost of repair?</li> <li>4. If not meeting our needs what do we require &amp; what would the cost be?</li> <li>5. What would the benefits be?</li> <li>6. Would these justify the costs?</li> <li>7. Could considerable addition expense be justified, particularly given our current financial position?</li> </ol> <p>It was decided that we will not have the CCTV system repaired but would look at other methods of protecting the Church. A Security light has already been fitted &amp; with repairs to guttering &amp; alterations to the confessional curtain rail a small bill of £100 was submitted to the treasurer.</p> <p>There has been a complaint from a neighbour regarding overhanging trees. We will cut back all trees &amp; hedging on the right side of the garden to fence height. We will need to hire a skip for the removal of debris.</p>	
6)	<p><b>Ecumenical Report: SWF</b> No report at present.</p> <p><b>Little Baddow:</b> No report.</p>	
7);	<p><b>Report from Treasurer:</b> As at today we are £13,792 overdrawn.</p> <p>This is a continuing improvement in our financial position.</p> <p>As a quick summary of this financial year to date – we started by being £18,992 overdrawn in April &amp; then slumped to £23,662 by the end of May. Since then we have started to turn things around. In both June, July &amp; August our income has been greater than our expenditure. Our Gift Aid cheque this year was £8,545 (£1,000 up on last year) &amp; arrived in August.</p> <p>We are up-to-date with our JCC contributions &amp; will soon start to benefit from the prison chaplaincy work that Father Niall started in July.</p> <p>In summary, things are starting to look better.</p>	
8)	<p><b>Report from Anglican P.C.C:</b> No Report at present.</p>	
9)	<p><b>Report from Methodist P.C.C:</b> Rev. Sue Lambert's husband Tony King has sadly died. Sue is therefore unavailable at present. Our prayers &amp; thoughts are with her at this sad time.</p>	
10)	<p><b>Diocesan Pastoral Council.</b> There have been meetings to discuss the purpose of the Council. The Council will continue to represent the Parishes when the new Bishop is appointed.</p>	

11)	<p><b>Liturgy Group Report:</b> Fr. Shemmie looked after us very well &amp; is now safely home in Poland. The group will meet with Fr. Niall (&amp; other interested parties,) to discuss Christmas.</p>	
12)	<p><b>St. Joseph's School :</b> The new Hall has been completed &amp; is wonderful accoustically. Also the central courtyard at the rear of the school has been improved with astro-turf &amp; a beautiful water feature which is accessible to both pre-schools.</p>	
13)	<p><b>Social Committee report:-</b> We shall try to book the Bazaar for the same date next year. Christmas Raffle – boxes for donations raffle tickets will be available from November. Draw will take place 15<sup>th</sup> December. A Beetle Drive is a possibility, a Quiz night in February/March &amp; also a themed Film night. Indian Meal – Chris has had a few replies to the enquiries he sent out.</p>	
14)	<p><b>Presbytery:</b> The second bedroom was decorated in time for Fr. Shemmie's visit. Other minor repairs are ongoing. Also the cladding may need some repairs.</p>	
15)	<p><b>A.O.B.</b> Fr. Shemmie enjoyed his visit &amp; returned safely. Fr. Niall says prison work is very demanding. There is a good chaplaincy group there. He will meet with Mrs Ginzler Mair (Head of St. Joseph's) to plan the year ahead. <b>Precision Safety Services</b> have been appointed by the Finance Board of the Diocese to ensure that all Parishes comply with the terms of the Diocesan Insurance policy &amp; the legal requirements surrounding Health &amp; Safety in UK law. This does not affect Holy Trinity Church as it recognised as part of the Anglican Church &amp; is covered by their Insurance. It does affect English Martyrs Church &amp; the Presbytery. Jackie Wright is the Health &amp; Safety officer for Danbury &amp; has always complied with all requirements but after contacting the PSS was told that all parishes will be inspected as The Diocese has contracted them so to do. Our main complaint is one of Finance as we will be charged for this service. The Diocese will pay for the first 2 years &amp; we will have to pay thereafter. <b>100 club September:</b> 1<sup>st</sup> Maria Smith 2<sup>nd</sup> Jenny Tolhurst 3<sup>rd</sup> Mrs. Jean Harris. .</p>	
	<p><b>Closing Prayer</b> Fr. Niall closed the meeting with a prayer. <b>Dates of 2013 Meetings:</b> 14<sup>th</sup> Oct (E.M.) 11<sup>th</sup> Nov'ber AGM (St. Joseph's) 9<sup>th</sup> December (E.M.)(New members).</p>	

These minutes are a true account of the proceedings of the Parish Pastoral Council Meeting held on Monday 9th September 2013 @ Holy Trinity Church

Signed ..... Proposed Name

Dated.....

Signed.....Seconded Name

Dated.....