

# Parish Pastoral Council

## Committee Meeting

Attendees:

President: Fr Niall Harrington,

Chair: Chris Perry,

Treasurer: Steve Gallagher,

Secretary: Rachael Williams.

Committee in alphabetical order:

Jacqui Davis

Kath Gable

John Geary

Matt Harris

Clare Hopkins

Alison Huish

Mary Huntington

Sylvia Lanz

Jenny Sismey

Rosemary Tidmarsh

Attachments to this set of Minutes are as follows for ease of reference:

- A. the Agenda Document for the 13 January 2014 Meeting;
- B. Amended Dates of 2014 Meetings (addition of a December 2014 date);
- C. Treasurer's Report for 13 January 2014.

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1. Apologies received from: Kathy Johnston & Sue Benjamin.

2. The Minutes of the PPC December 2013 meeting were signed and filed. Matters arising from the Minutes not otherwise on the Agenda: we need to add to the List of 2014 Dates for Meetings the 8 December 2014 at Danbury Church at 8 pm. **Action: RSW.**
3. Election of Vice-Chair: it was decided that the position of Vice-Chair, as and when needed, would be filled on an ad-hoc basis.
4. Justice & Peace & CAFOD. Pauline Spratt: nothing to report on CAFOD, and her information on the J & P group was delivered by Chris Perry on her behalf.
  - £282 for CHESS and the recipient very grateful;
  - the J & P group are trying to obtain funds for a Catholic Primary School in Sierra Leone;
  - and on 20 January 2014 Davina from the J & P Office in Brentwood will be coming to discuss the CAFOD 'Live Simply' Campaign.
5. Fabric Reports.
  1. Matt Harris' Fabric Report on the Holy Trinity site:
    - Asbestos work quote of £750 and another three additional quotes are due;
    - now two leaks in the roof. Treasurer suggested that the roof took priority over other works. Seemed to be agreed.
    - Fire Marshals issue is proving to be an expensive item to resolve. The qualification is what is required and the training to gain it is a costly process. Is it a Diocesan issue? Matt to ask at the JCC meeting due to take place on 21 January 2014. **Action: Matt.**
    - In addition, Chris offered to ask his neighbour about the Fire Marshall point. **Action: CP.**
    - Future plans are for the remodelling of an exterior wall and the kitchen.
  2. For the English Martyrs site, Chris Perry had been briefed by Adrian as follows:
    - the quote of £350 for the exterior lighting was higher due to the need for a scaffold tower for safety. After a discussion this was agreed upon.
    - during the discussion the Committee was reminded that the insurance company required CCTV to be in place and trained on the garden and statue areas. This camera had not been operational since June 2013. This needs to be looked at. Adrian to give us an up-date on CCTV issue and see if one company can do both the light and the CCTV. **Action: Adrian.**
    - In general, it was suggested that there be a 'Skills to Offer the Parish' request to all parishioners. This has been done before and precipitates a low response rate. **Action: ??**
6. Ecumenical Report for Little Baddow and SWF & JCC. Kath Gable: nothing to report.

7. Treasurer's Report. Stephen Gallagher. See Appendix C.

As at today our bank balance is £14,006 overdrawn. Whilst this is a near £3k decrease since last month, we need to add back to this Father's Christmas cheque, which takes us back to £17,000 overdrawn. This balance is virtually the same as reported for the last 4 months, which means our finances are holding stable.

There are 2 key reasons for this:

- a). We have started to receive the income for Father's prison chaplaincy and since November have received £1,300
- b). Our income via standing orders has improved, with 4 new joiners and 6 increased monthly contributions, which translate to an additional £2k per annum.

8. Anglican PCC.

Reported by Kath Gable in the absence of Sue Benjamin. Their congregation number had decreased this Christmas. Bishop John is due to come to Holy Trinity at Easter 2014: He will carry out the Confirmation Ceremony on Easter Saturday and he will take part in The Passion.

9. Methodist PCC. Jenny Sismey reported as follows: Joint services with the Anglican Congregation over Christmas. The Methodist Covenant took place which is a special date when members renew their covenants with God & they collectively renew as a Church. Sue is much better and gave a positive sermon about looking to the future.

10. Diocesan Representative Report. Sylvia Lanz. Very little to report. There is a meeting on 18th January 2014.

11. Liturgy Group. Sylvia Lanz. The Christmas Services were lovely. Sylvia thanked all who assisted, participated worked on them. Easter approaches. The RCIA services: the pre-Easter services are for everyone.

Kath Johnston wished to congratulate Hannah on the organisation of a simply lovely 6 pm Mass on Christmas Eve and all present who attended agreed.

12. St Joseph's School Representative. Alison Huish.

- The display area at the Danbury church was raised again. **Action: Chris P. and Alison H. to liaise with Adrian before February's meeting.**
- The Education Sunday date is 23 February 2014, which falls during the half term holiday and so the Education Sunday Mass will be on 8 February at 6 pm in Danbury.

13. Social Committee.

- Hampers: a big thank you to all and they had 6 prizes and raised £550;

- Future events are: Beetle Drive on 24 Jan 2014 in the School Hall;
- Quiz on Sat 29 March 2014;
- Bazaar 6 & 7 June 2014.
- it was decided that a request for any unwanted Christmas presents be brought to Church and then kept and used for raffle prizes etc during the year. **Action: Rosemary to email Maria for a note in the Newsletter & on the Website.**

Chris P. asked for a vote of thanks to the Social Committee ladies who do such a good job: duly given.

14. Presbytery. John Geary reported that they would be doing the garage door and kitchen worktops.

16. A.O.B.

- Fr Niall said that Christmas was a joy and the end of term school mass was a joy.
- Fr Niall said that the Bishop held a Mass in the Chelmsford prison which was very popular.

15. 100 Club. Kath Gable asked that the fresh winners were selected by drawing from the

100 Club bag. The winners would be announced in the Newsletter.

The Meeting ended at 9.05 pm.