

Parish Pastoral Council

Committee Meeting

Attendees:	Clare Hopkins. CH
President: Fr Niall Harrington, Fr. Niall	Mary Huntington. MH
Chair: Chris Perry, CP	Kathy Johnston. KJ
Steve Gallagher SG	Sylvia Lanz. SL
Secretary: Rachael Williams. RSW	Jenny Sismey JS
Committee in alphabetical order:	Rosemary Tidmarsh. RT
Sue Benjamin. SB	
Jacqui Davis. JD	Guests:
Kath Gable. KG	Pauline Spratt
John Geary. JG	Jenny Tolhurst
Matt Harris. MHarris	Ann Minster

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

- A: the Agenda Document for the 12 May 2014 Meeting;
- B. Plans for Kitchen in Presbytery.

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Opening Prayer

1. Apologies received from: Clare Hopkins and Sylvia Lanz.
2. Agenda Item 3 was first so that our invited guests from CAFOD could present to the meeting first. Pauline Spratt commenced by introducing us to The Live Simply Award. 12 Parishes in the UK have received this Award to date. In this Diocese the Cathedral has been awarded it: could we be the second? It is an Ecumenical initiative. Its key message is: God calls us to look hard at our lifestyle and to choose to live simply, sustainably and in solidarity with those in poverty.

The Parish needs to demonstrate 9 ways of putting into practice these principles.

Jenny Tolhurst went on to explain that the practical side to this is to allocate a week a year to invite Parishoners to do various things or abstain from various things for a Live Simply Week.

Their request was to send out a tick box questionnaire to Parishoners to complete so that it could be analysed by the Justice & Peace Group.

Chris Perry confirmed that the Parish seemed happy to adopt those principles and ideas and that a survey would be a good idea.

The Methodist and Anglican representatives at the meeting invited our guests to attend their Meetings to make the same presentation. This was welcomed and accepted.

After a discussion on which of the weeks in the calendar to allocate as a Live Simply week, a week in September or October was identified as a good choice.

2. The Minutes of the PPC April meeting were signed and filed. Matters arising from the Minutes not otherwise on the Agenda:
3. **Justice & Peace & CAFOD.** see Summary above.
4. **Fabric Reports.** No reports.
5. **Ecumenical Report for Little Baddow and SWF & JCC.** There is an AGM on 12 June 2014.
6. **Treasurer's Report.** Stephen Gallagher. (email read out to the meeting).

As previously reported, our bank balance has remained stable around £17k overdrawn since October 2013.

As at today we are £17,146 overdrawn.

The financial year (2013/14) has now closed and the financial return will go to Brentwood at the end of this month.

During June I will arrange a separate meeting with the Chair and Father to review the previous year's finances.

In addition to the Gift Aid cheque which will arrive around July and is estimated to be circa £7,000; we are now able to make a separate claim under the Gift Aid scheme: new HMRC rules. This is called the 'Gift Aid Small Donations Scheme' and is aimed at claiming back Gift Aid on the loose cash in the collection. This scheme is even better for us, because we can claim for our 2 Mass centres. In Father's own words

"Over the past 12 months, Maria has conscientiously recorded all the cash donations from the weekend Masses. As we have two Mass centres, then we can claim for both and I am even more delighted to tell you that Maria has forwarded all the details to the Gift Aid office and we have exceeded the amount for both Mass centres which should mean that we have £3,000 in the pipeline".

Therefore if we are able to claim back £10,000 via Gift Aid per annum, we will be back in the black by July next year.

7. **Anglican PCC.** Sue Benjamin. The Easter Services went well. One Life One Passion was successful. There will be a Pilgrim Course which is for 6 weeks on Wednesday evenings. There will be a BBQ on 14 June at the Vicarage and tickets will be available soon.
8. **Methodist report.** Jenny Sismey. Nothing to report.
9. **Diocesan Representative Report:** Sylvia Lanz.

Diocesan report: "with the appointment of Fr Alan Williams as the next Bishop of Brentwood, we look forward hopefully to a revitalised diocesan pastoral council, but will not make explicit plans until after his installation." Installation or Ordination?

10. **Liturgy Group.** Sylvia Lanz.

Liturgy report: "planning for 1st Holy Communion Masses is in progress, and these will take place at various morning Masses each weekend of June." Fr Niall added that Hannah Abrahams is running the Confirmation Course, and the Confirmations will take place in September 2014.

Fr Niall is running a course for Lay Ministers.

11. Report from St Joseph's Catholic Primary School by Mrs Alison Huish

The Holy Week ceremonies were joyful and thanks were given to all participants.

The Year 5 class had its annual residential visit to Bradwell Outdoors.

There is a 23 May procession. There will be the Holy Communion Going Forth Mass plus one for the Leavers in July.

13. **Social Committee** RT & KJ. The new member of the group is Jacqui Davies and she was congratulated on the attractive flyers done by her husband to advertise the Fete on 7 June.

An appeal was made for items to be brought for the Bazaar. The theme is to be 100 years of memories.

14. **Presbytery Report** John Geary.

The lighting dimmer in the lounge has been replaced and a new vent terminal for the tumble drier has been fitted.

Other minor items of ongoing maintenance have been undertaken together with some gardening works.

An outline specification and sketch has been passed to Matt Harris to obtain a quote from B & Q for refurbishing the kitchen (see plans and spec attached).

Weather permitting the garage door will be re-painted this month.

Next month it is hoped to repaint the garden table and four chairs kindly donated by a parishioner.

15. **AOB.**

MH had had a chat with Chris James on Fire Marshals. The Diocese will pay for inspections and training for 5 years and it will be done by Deanery. There will not be a cost to this Parish.

Kathy G indicated that she wishes to stand down as Ecumenical Rep.

Kath J will be doing the Anglican one. Someone is needed to do the Methodists.

Alison Huish volunteered to be Vice-Chair of this Committee which was welcomed.

RSW (secretary) not able to come to the 9 June meeting and so someone will need to volunteer to take notes on that night and forward them to RSW to be typed up.

16. **100 Club.** Kath Gable asked that the fresh winners were selected by drawing from the bag. The winners would be announced in the Newsletter. Now, there are 100 members.

The Meeting ended at 9.30 pm.

Closing Prayer.