

Parish Pastoral Council Committee Meeting
held on
Monday 12 October 2015 8pm.

Attendees:

President: Father Niall Harrington; Fr Niall
Chair: John Geary; JG
Secretary: Rachael Williams; RSW
Treasurer: Steve Gallagher; SG

Alison Huish; AH
Jenny Sismey; JS
Jacqui Davis; JD
Robin McGuinness; RM
Clare Hopkins CH
Patricia MacLachlan PM
Kathy Johnston KJ

Father Niall opened the meeting with a prayer

1. Apologies received from:
Mary Huntington MH
Sue Benjamin SB

2. Minutes of last meeting / matters arising from the minutes not otherwise on the agenda – None.

The minutes of the last meeting on the 14 September 2015 were noted as being satisfactory.

3. Calendar and dates

Future meeting dates and venues are as follows all commencing at 8pm:

November – Monday 09 November at SWF (AGM)

4. Vacancies to fill
One nomination has been received - Bernard

5. "Live Simply" campaign PM

- The Parish needs more people involved with this.
- £100 donation from the Cheese and Wine party
- 12 September 2015 walk - 4 attendees
- 9 January 2016 in the Turnham area will be the next walk and PM asked for it to be published.
- 20 February 2016 there will be a soup lunch for Lent at Holy Trinity at 12 noon.
- We could do with a monthly Fair Trade stall set up at the English Martyrs church
- Live Simply Campaign - Tolleshunts Barn - **NOTE TO Patricia - please advise me about this part - i have no idea what this part of the minutes is meant to say. Thanks**

6. Justice and Peace CAFOD

7. Fabric report: Danbury and South Woodham Ferrers

EM Danbury - Fr Niall - there will be a car park repair done soon. The cost is about £6,000

The Gutter Man is coming to do the gutters on 7 November £200
a distress alarm has been fitted in the disabled toilet.

Holy Trinity -

- From the enquiries we have made it appears that ownership of the entrance steps to the east church door is that of the JCC. A quote has been obtained from a local bricklayer for the replacement of two broken slabs (yellow in colour), the resetting of three loose slabs (yellow in colour) and two broken slabs (white in colour). The cost is £450.00 and as this is a health and safety issue we have recommended that this is actioned as soon as possible.
- The fire officers have been contacted and a date is to be arranged for training fire marshals.
- Quotes are being sought for new notice boards for a) information on Ministers and times of services and b) general notices.
- A quote has been obtained for redecoration of the external wood work to the two entrances. The figure is £840.00. As the humidity is now too high, assuming the figure is acceptable, the work would be undertaken in April / May 2016.
- A quote has been obtained for cleaning the meeting room carpet. The cost is £140.20 with an additional £69.94 if the application of a stain protector is required.

8. Ecumenical report Little Baddow and SWF and JCC
Nothing to report

9. Treasurer's report

Since our last meeting our overdraft has moved up from £4,300 to £7,500.

This has been mainly due to the arrival of our annual insurance (£2,300) which covers us for liabilities on the Danbury church and presbytery, the commencement of a new photocopier contract (£560) and the payment of the last quarter's JCC payment (£1,500).

The overdraft should start to decrease again, as we move towards Christmas.

10. Anglican PCC

11. Methodist PCC

Rev Graham Cocking - Methodist Minister and was a chaplain to a detention centre has offered the Stations of the Cross to St Joseph's school.

12. Diocesan report

As reported above Claire Hopkins is now our Diocesan representative.

13. Liturgy group

Nothing to report.

14. St Joseph's School

Mrs Alison Huish

The autumn term continues.

Soon it is the SWF Open morning and prospective parents will be visiting the school.

15. Social Committee

The calendar for 2016 will be on sale soon - thanks again to Jacqui

16. Presbytery report

Various minor items of ongoing maintenance have been undertaken. Some works have been undertaken in the garden.

As a result of the quinquennial inspection undertaken by the diocese surveyor quotes have been obtained for the following items of work:-

- The replacement of a concrete spur which has corroded and fractured and which supports the fence between the presbytery (no 36) and the adjoining property (no 38) and for which we have responsibility (namely ownership). The cost is £125.00.
- Remedial work to the fractured brick work in the wall between the presbytery (no 36) and the adjoining property (no 38) and for which responsibility (namely ownership). The cost is £250.00.
- The replacement of the existing timber cladding on the south elevation at first floor level including the gable end. The preferred solution would be to remove the timber cladding and replace it with a maintenance free material (e.g. PVC cladding) and instead of dark brown / black as at present in white. The cost is £1,400.00. Advice concerning planning permission relating to a change in material and a change in colour has been obtained from Chelmsford City Council.

The above works have now been instructed to a local contractor.

A visit from the health and safety consultant appointed by the diocese has been undertaken. They have recommended that a fire alarm system be installed with a central unit on the landing, a smoke detector in the office and heat detectors in the kitchen and the garage. A quote will be obtained for this work.

They also advised that a fire blanket be installed in the kitchen, a CO2 extinguisher be installed in the office (photocopier), an RCD be fitted in the garage and an extension lead has the plug changed to a plug with shielded pins. These four items will be undertaken by us.

17. 100 Club

Nothing to report. We do have a full membership.

18. Any other business

Father Niall closed the meeting with a prayer at 8.40 pm.