



St Patrick's Church
 30 Park Lane
 Corsham
 Wiltshire
 SN13 9JG

Tel: 01249 712136
 parishpriest@stpatricks-corsham.org.uk
 http://www.stpatricks-corsham.org.uk

Minutes of St Patrick's Parish Pastoral Council Meeting 7.30pm Thursday 9 October 2014

Agenda Item	Discussion	Action
By:		
1. Welcome		Ann-Marie Clapp
2. In Attendance	Fr. John, Ann-Marie Clapp (Chair), Lorraine Miller, Vic Steadman, Frank Harvey, John Normile, Patrick Evans (Melksham)	
3. Apologies	Pat Ruffell, Lorna Biggins, Cath Elms, Steve Hince, David Brown, Tony McMahon	
4. Gospel Reading	Read by Vic – next meeting to be read by Lorraine	Lorraine Miller
5. Minutes from last meeting	Minutes from last meeting on 21/08/14 - agreed as a true record.	
6. Hall Update	<p>We have received the certificate from the Council and sent a copy of it together with a covering letter to the Diocese to confirm that the project has finished and been signed off. We have confirmed that the total spent was £68,082 and the total raised was £79,200 (£74k donations, £2k Gift Aid & £3.2k bank interest). No response has been received yet.</p> <p>Any additional expenditure now required (e.g. blinds, chairs, acoustics, pictures, etc) will be paid for out of normal Parish expenditure. It was fully acknowledged by the committee that there are still quite a few things to buy for the hall but this will not be an issue.</p>	Frank Harvey
7. New Project Update	<p>Our new project, Médecins Sans Frontières (MSF) started on 1st September and Peter Power has confirmed that for the month of September, the amount raised was £220 plus £20 Gift Aid.</p> <p>Fr. John advised the committee that an immediate donation of £5,000 will be made to MSF, representing a tenth (tithe) of the original £50,000 legacy left to the Parish by Mr Rebeiro. In addition to this, the plan is to raise a further £5,000 for MSF over the next 12 months. Fr. John will contact the local Doctors surgery to see if they know of any Doctors who have volunteered with MSF who could come and speak at a weekend Mass.</p> <p>A volunteer is required from the Parish to head-up this new project, preferable somebody who doesn't already have any involvement in Parish activities. Fr. John will ask for a volunteer at this weekend's Masses.</p>	Fr. John

8. Health & Safety Update	<p><u>H&S Committee</u> – Steve was unfortunately unable to attend the meeting but he had sent an email beforehand regarding the establishing of a Health and Safety Committee which would meet regularly to discuss health and safety issues and ratify policies and procedures as required. His vision is for this group to consist of representatives from all of the groups that exist within the Parish (e.g. Gardening, Choir, Hospitality, Church Carers, Flower Arrangers, Eucharistic Minsters, PPC, Etc.) The group would serve the Health and Safety at Work Act 1974 requirement of consulting with representatives across the organisation or in our case the Parish. Steve had also asked for an extraordinary meeting of the PPCCG to discuss this matter further.</p> <p>The committee agreed that Health & Safety is already a standing item on the agenda for every PPCCG meeting and it was felt that as the majority of groups mentioned do not have a designated “leader” then it would be difficult to find representatives. It was therefore agreed that H&S will be given a prime slot in the agenda for our next PPC meeting when we can discuss the proposed plan in more detail, understand who is imposing this and arrange a public meeting after Mass if necessary.</p> <p><u>Step Ladders</u> – Fr. John had noted from the previous minutes that new step ladders are required for the Parish but would firstly like a full description of why they are deemed no longer suitable or safe. ACTION: Steve to explain at our next meeting why new step ladders are required.</p>	Steve Hince
9. Ecumenical Matters	<p><u>Bible Sunday</u> (19/10 at 6pm) – we are hosting. Volunteers are needed to welcome the guests from other Churches and also to serve tea/coffee afterwards. Frank to stand up after this Saturday's Mass and ask for volunteers and Lorraine will do the same on Sunday morning. ACTION: Frank and Lorraine to ask for volunteers at this weekend's Masses.</p>	Cath Elms
10. Fr John's items	<p><u>2015 Diaries</u> – they have arrived and cost £1.50 each.</p> <p><u>Electric Candle Holder</u> – Fr. John is happy to review this next year once our existing stock of candles has reduced.</p> <p><u>PPCCG</u> – Fr. John explained that the whole Parish originally made up the Parish Pastoral Council and this committee met separately as a Core Group to that main group. As this no longer happens, Fr. John has decided to rename this committee as the Parish Pastoral Council and drop the “Core Group” part of the title.</p> <p><u>Garden of Remembrance</u> – Fr. John asked Lorraine to chase Aaron Bewley from Bewley & Merrett Funeral Directors regarding the proposed stone for the Garden of Remembrance. ACTION: Lorraine to contact Aaron.</p>	Fr. John Lorraine Miller
11. St Anthony's PPCCG	The next PPC meeting for St Anthony's is on Wednesday 26 th November at 7.00pm. Frank will attend.	Frank Harvey
12. Joint PPC with St Anthony's	The next joint PPC meeting with St Anthony's is on Thursday 12 th November at 7.00pm at St Patrick's.	All
15. AOB	<u>Children's Liturgy</u> – Ann-Marie explained that a number of Parishioners find it disruptive having the children in the hall. They	Ann-Marie Clapp

	<p>need somebody to call them, it's cold when the door is opened and the lighting outside is inefficient. The committee agreed that the "upper room" cannot be used so we may need to rethink how the Children's Liturgy is organised. A suggestion was made that the children go straight into the hall before Mass starts so as to cause less noise and disruption plus Fr. John agreed to send an Altar Server out to collect them at the start of the Bidding Prayers. This is the process used by St Anthony's and it works well. ACTION: Ann-Marie to advise the Leaders of the new process.</p> <p><u>Gardening Team</u> – John Normile advised that a few members have left the group and we need some "new blood" in the team.</p> <p><u>Outside Lighting</u> – Vic is to review and improve the outside lighting both in the car park and around the side path as a matter of urgency especially now that the evenings are dark and the clocks change in a couple of weeks. ACTION: Vic to improve outside lighting.</p>	Vic Steadman
16. DONM	<p>Thursday 4 December 2014 at 7.30 pm. Agenda items please to Lorraine Miller. lorraine.milller945@btinternet.com</p>	
17.	The meeting closed with a prayer.	