



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 30 April 2015

Agenda Item	Discussion	Action
By:		
1. Welcome		Ann-Marie Clapp
2. In Attendance	Fr. John, Ann-Marie Clapp (Chair), Lorraine Miller, Lorna Biggins, Pat Ruffell , Frank Harvey, Frances Towers	
3, Apologies	Vic Steadman, John Normile, Steve Hince, Tony McMahon, Cath Elms	
4. Gospel Reading	Read by Pat – next meeting to be read by Frances	Frances Towers
5. Minutes from last meeting	Minutes from last meeting on 05/02/15 - agreed as a true record.	
6. Hall Committee Update	<p>Regular bookings are continuing and social bookings have picked up, along with a few Parish events.</p> <p>We are still experiencing a few issues with young children and the blinds and would ask that all committee members are vigilant and step in if they see any misuse.</p> <p>Fr. John asked that further work be undertaken regarding the acoustics. Lorraine agreed to raise at the next hall committee meeting. ACTION: Lorraine to discuss acoustics with the hall committee.</p>	Lorraine Miller
7. Parish Project Update (MSF)	No financial update received from Peter Power.	Ann-Marie Clapp
8. Health & Safety Update	<p>In Steve's absence, the following items were raised as requested:</p> <p><u>Flower Sacristy</u> – a Parishioner recently tripped down the step into the flower sacristy so some yellow/black hazard tape has been stuck along the edge of the step to make people aware.</p> <p><u>A4 light</u> – this has now been fixed by Wilts County Council.</p> <p><u>PAT testing</u> – Steve has instructed our electrician to complete PAT testing and provide a certificate.</p> <p><u>Side path</u> – Frank has spoken to John O'Toole and he would be delighted if somebody else completed the work to widen the side</p>	Steve Hince

	<p>path for wheelchair users. The gardening group had offered to complete the work for £300-£400 but with no offence intended, it was unanimously agreed that the work should be completed by a professional contractor due to insurance and legal reasons plus the fact that the work will probably involve changes to drainage as well. Ann-Marie has been given the name of one supplier who she will call to arrange a quote and it was agreed that Steve Hince would obtain two further quotes. ACTION: Ann-Marie to provide quote to Steve Hince once received and Steve to collate three quotes in total for discussion at next meeting.</p> <p><u>Front gate lighting</u> – the gardening team have agreed to dig a trench alongside the front path up to the front gate so that the electrician can install lighting.</p>	<p>Ann-Marie Clapp Steve Hince</p>
9. Ecumenical Matters	<p><u>Corsham Churches Summer Picnic</u> – 14th June, 3pm-5pm at St Patrick's.</p> <p>It was agreed that Lorraine will supply her gazebo again, we can borrow tables from the hall if needed, the hall toilets will be available and the main hall will be used if there is inclement weather.</p>	<p>Cath Elms</p>
10. Fr John's items	<p><u>Parish email address</u> – the Diocese is changing Parish email addresses, which Vic has now set up. There will be one email address for the laity and one for the clergy although we will be keeping our old one for now. ACTION: New email address details to be advertised in the bulletin.</p>	<p>Fr. John</p>
11. St Anthony's PCCG	<p>The next PPC meeting for St Anthony's is on Wednesday 20th May at 7.00pm. Frank will attend.</p>	<p>Frank Harvey</p>
12. AOB	<p><u>Resignation of Chair</u> – Ann-Marie tendered her resignation as Chair of the PPC and also as the Parish Safeguarding Representative, due to personal reasons. She will, however, continue with her other duties in the Parish, including the hall committee, but sadly announced that this evening's meeting would be her last as Chair. She was thanked for the excellent job she has done over the past two years and will be sadly missed. Fr. John explained that the Secretary usually takes over as Chair but Lorraine expressed her wish to remain as Secretary due to work constraints and it was therefore agreed that the post of Chair would remain vacant for now. ACTION: Lorraine to issue the agenda for our next meeting.</p> <p><u>Resignation of Committee Member</u> – Lorna expressed a wish to step down as well, having agreed to come back onto the committee for a second time, to support Ann-Marie as Chair. The committee thanked Lorna for her valuable support and input during her second term of office.</p> <p><u>New Committee Member</u> – Frances Towers was welcomed to the group and she offered to take over the post of Safeguarding Representative for the Parish because she is already doing it for the Mansion House Pre-School. Everyone was grateful for the offer and it was accepted. ACTION: Ann-Marie to complete a hand-over meeting with Frances.</p> <p><u>Community Defibrillator</u> – Following on from our last meeting, Lorraine has done some more investigation and there are 3 options available to us, which Lorraine had emailed to all committee</p>	<p>Ann-Marie Clapp Lorraine Miller Ann-Marie Clapp Frances Towers</p>

	<p>members prior to the meeting. It was unanimously agreed that option 2 (The Community Heartbeat Trust) appeared to be the best option, whereby the CHT would give a grant of £500 towards the cost of the defib, vandal proof box and training, and the Parish would then need to raise the remaining £2,000. It was agreed that we would investigate whether we could get any further financial support in raising this sum from the Ecumenical Group, the Town Council, the WI, and any other local Charitable Trusts. Lorna said she had a contact at the Town Council that Lorraine could write to. Everyone was asked to pass on any contact details to Lorraine that they may have for any appropriate people to approach for funding and for Cath to raise at her next Ecumenical meeting. ACTION: Lorna to provide contact details for Town Council and Cath to raise with her Ecumenical Group.</p> <p><u>Parish photos</u> – Frank has been given some photographs by Sr. Concepta of the church building before it was a church and also of the 50th anniversary. Frank will place them in the Presbytery.</p> <p><u>Joint PPC with Melksham</u> – the next meeting is on 3rd June at 7pm at St Anthony's.</p>	<p>Lorna Biggins Cath Elms</p> <p>Frank Harvey</p> <p>All</p>
16. DONM	<p><u>Thursday 23 July 2015 at 7.30 pm.</u> Agenda items please to Lorraine Miller. lorraine.milller945@btinternet.com</p>	
17.	The meeting closed with a prayer.	