



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

Tel: 01249 712136
john.obrien@cliftondiocese.com
<http://www.stpatricks-corsham.org.uk>

Minutes of St Patrick's Parish Pastoral Council Meeting 7.30pm Thursday 28 June 2018

Agenda Item	Discussion	Action By:
1. Welcome		
2. In Attendance	Fr. John, Frank Harvey (Vice Chair), Lorraine Miller, Jane Wragg, Cath Elms, Steve Hince	
3. Apologies	John Normile (Chair), Steph Foulkes, Tony McMahon, Vic Steadman, Tom Martin, Pat Ruffell	
4. Gospel Reading	Read by Frank Harvey – next meeting to be read by John	John Normile
5. Minutes from last meeting	Minutes from last meeting on 25/04/18 - agreed as a true record. <u>General Data Protection Regulations (GDPR)</u> – all members present confirmed that for GDPR purposes, they are happy for their personal email addresses to be shared with all other PPC members and for their name to appear in the minutes, which will continue to be published on the Parish website. ACTION: Lorraine to email those not present at tonight's meeting to obtain their permission too.	Lorraine Miller
6. Actions from last meeting	<u>Noticeboard on Garage Wall</u> – action is still outstanding. ACTION: John to tidy up website and approach Tony McMahon in relation to adding headings to the Lady Chapel noticeboard. <u>Handrails for Altar Step</u> – action still outstanding. ACTION: Steve to produce and distribute a questionnaire to everyone who uses the raised platform to gauge the extent of the issue and what they see as hazardous. It was suggested that Christine Boardman would be happy to provide input. <u>Parking in Church car park</u> – all actions complete. <u>Corsham Sponsors Refugees</u> – action complete. ACTION: Tom to email Fr. John with an update from meeting held on 15 th May.	John Normile Tony McMahon Steve Hince Tom Martin
7. Health & Safety Update	Steve confirmed that the following works have been completed: <ul style="list-style-type: none"> • Repairs to bell support, masonry and finial – bell could do with a paint. • Tree has been removed by chimney, which had caused rainwater issues. • Rainwater system above Flower Sacristy – 2 outlets from valley; 1 lead/wood which is overflow and 1 plastic which discharges onto the roof: <ul style="list-style-type: none"> ○ Lot of lead flashing detail had not been sealed properly ○ All loose plaster has been removed in Flower Sacristy – waiting for rain to see if the repairs have worked! ○ New plaster behind the door not showing any signs of cracking 	

	<p>The Diocese are starting to do H&S Audits so Steve will ensure all risk assessments are up to date. He is currently working on a COSSH register for cleaning materials (to include the Church Hall).</p> <p>ACTION: Steve to contact the Diocese and check if a lightning conductor is needed on the roof.</p>	Steve Hince
8. Ecumenical Matters	<u>Bible Sunday</u> (21 st October at 6pm) – St Patrick’s are hosting this year.	
9. Fr John’s items	<p>Fr. John has received an invitation from St Anthony’s to Fr. Richard’s Retirement party on 19th September at 6.30pm. Mass with the Bishop followed by refreshments. All PPC members are invited.</p> <p>There is a Diocesan Pilgrimage to Glastonbury on 8th July. Full details on Clifton Diocese website.</p>	
12. AOB	<p><u>Bulletin layout</u> – Pat was unable to attend tonight’s meeting but had submitted an email beforehand regarding the layout of the weekly bulletin. It had previously been suggested about changing the bulletin from the current booklet format to an A4 sheet. Pat confirmed she is happy to look at creating a new template if required. After some discussion, it was agreed to keep the existing booklet format as it is easier to handle and changing to an A4 sheet would not necessarily create any extra space.</p> <p><u>Fr. John’s Holiday</u> – Frank confirmed that Fr. John will be here for the first weekend in September (1/2 Sept) and then we will have the following:</p> <ul style="list-style-type: none"> • 8/9 Sept – Fr. Ferrier • 15/16 Sept – Missionary Priest • 22/23 Sept – APF Priest • 29/30 Sept – Fr. Ferrier <p><u>Pre-Loved Clothes Sale</u> – although we had lots of lovely good quality clothes donated, we had very few customers. £170 was raised. Jane will arrange another sale on 29th Sept 10am-12noon, which will be advertised more widely.</p> <p><u>Harvest Supper</u> – will take place on 20th October at 6.30pm.</p>	
14. DONM	Thursday 16 August 2018 at 7.30 pm. Agenda items please to Lorraine Miller.	All
15.	The meeting closed with a prayer.	