

ST ANDREW'S PARISH ADVISORY GROUP MEETING, 10th MARCH 2014

In attendance: Fr John Hine (Chairman) Deacon Jolyon Vickers
 Nuala Smith Michel Payne
 Andrew Butler Roger Styles

Apologies: Janet Brierley Peter Lonergan
 Dr James Sharpe Linda Smith
 Sylwia Dorozc

The first meeting of the St Andrew's Church Parish Advisory Group under Fr John Hine's chairmanship took place on 10th March 2014.

Serial	Agenda Item	Action	Comment
1.	<p>Introduction:</p> <ul style="list-style-type: none"> • Fr John reflected on the current situation, two months since his arrival in the Parish. He made the following key points: <ul style="list-style-type: none"> • He is happy that the Parish is no longer running a financial deficit; • The Parish Advisory Group is not the Finance Committee; it has a wider remit. He is keen to learn how we think the Parish is doing pastorally since the Advisory Group last met in Dec 13; • On 26 Mar there is a deanery meeting to consider how the Deanery copes with a diminishing number of priests. How could St Andrew's help, for example through new approaches to working with other rural parishes?; • What he is most happy about: <ul style="list-style-type: none"> • The strong sense of community; • Weekday mass attendance; • The sense of responsibility among key parishioners. • Problems he has encountered: <ul style="list-style-type: none"> • Difficult to discover those key parishioners; • No one seems to have a full grip of who does what; • Concern about parish funds seems to have limited parish initiatives: what can we afford and what is beyond us?; • Where are our young families and children? The children's liturgy is very helpful but we do not seem to have enough young people to put anything on for them; • The problem of the hall fund-raising and maintenance looms large. The problem with noise needs addressing, fund-raising remains a challenge and the annual deficit on maintenance needs addressing. • Therefore, he proposed the following agenda. 	<p>All parish-ioners</p>	<p>Fr John welcomed ideas from everyone.</p>
2.	<p>Members' Reflection about these issues:</p> <ul style="list-style-type: none"> • On the paucity of priests: <ul style="list-style-type: none"> • It might be possible to reduce the number of weekly 		

	<p>masses without significant impact on parishioners, but with a positive impact on hall availability;</p> <ul style="list-style-type: none"> • Funerals could be more strictly scheduled; • A closer link with Headcorn might be worth exploring. <p>• On the parish register:</p> <ul style="list-style-type: none"> • The last review of the register was in 2010 and the most complete version is lodged on the parish computer; • The idea of a structured update was deemed to be a big job. 	<p>All</p> <p>Fr John</p>	<p>Any further thoughts to Fr John, please.</p> <p>Discuss with Janet Brierley</p>
3.	<p>Report from Finance Committee:</p> <ul style="list-style-type: none"> • Michael Payne presented a summary statement of the year ending 31 Dec 13 for both the Main Account and the Development Account. • He highlighted that it did not include creditors, currently amounting to £11,845; • He pointed out a welcome number of donations received towards the end of 2013; • On the Development Fund account, grants of £17,000 had been received from charitable trusts and £20,270 had been repaid to the Diocese. The account was presently healthily placed at £11,230. • Fr John offered a vote of thanks to Michael for his custodianship of the finances as Treasurer over the past 6 years. 		<p>Statement attached.</p>
4.	<p>The Parish Centre:</p> <ul style="list-style-type: none"> • Fr John offered a draft letter to parishioners seeking support for the hall. This was agreed, with the additional mention of legacies, a monthly second collection for the Development Fund and an encouragement to make small monthly standing orders. • The re-introduction of St Andrew's Pence should be taken forward; • Nuala Smith suggested a monthly draw. • On parish committee structures, it was agreed that the Finance Committee should take a lead role to manage the hall. Fr John asked that a meeting of the Fund-Raising Committee and Finance Committee should be held with a view to amalgamation. Fr John said he would wish to retain the expert members of the Fund-Raising Committee if at all possible. • Acoustics: In order to insulate church services from activities in the hall, Fr John has introduced the use of the confessional as a temporary sacristy. He also recommended the installation of an acoustic curtain in the hall. A quotation was reviewed and was accepted with the proviso that the colour could be changed to something softer. Andrew was commissioned to go back to the suppliers to negotiate. Roger agreed that the Development Fund should pay for this improvement. • Hall administrator: The need to increase income from 	<p>Roger</p> <p>Roger</p> <p>Roger</p> <p>Andrew Sylwia</p>	<p>A 100 club scheme had been devised 2 years ago.</p> <p>To support Fr John in convening the meeting.</p>

	<p>the hall and to improve the service to hirers led to a decision to recruit a hall administrator, who would also take responsibility for marketing and overseeing maintenance. Roger agreed to simplify the current job specification and to provide it to Fr John for review.</p> <ul style="list-style-type: none"> • The parish website: The website was good but needed more effort to keep it up to date and to improve it further. Mike Doggwiler's oversight was applauded but it was thought that an additional volunteer could be sought to assist him. • Parish Quiz Night, 26 Apr 14: There will be a family quiz night on 26 Apr 14 at 7.00 pm, immediately after mass. The Churches Together community would be invited to compete for the St Andrew's Trophy. Charges are to be £6.00 per person (£3.00 for children) with wine, soft drinks and nibbles included. Help to set up and support the evening would be welcome. 	<p>Roger</p> <p>Roger</p> <p>All</p>	<p>To review with Mike.</p>
5.	<p>Any Other Business?</p> <ul style="list-style-type: none"> • Nuala Smith introduced the setting up of a repository in the church. This was authorised and she was asked to investigate further. • Dates of future meetings, all at 7.30 pm: <ul style="list-style-type: none"> • 10 Jun 14 • 9 Sep 14 • 9 Dec 14. 		

**Fr John Hine
Parish Priest**

Mar 14