

ST ANDREW'S PARISH ADVISORY COUNCIL MEETING, 9 JANUARY 2015

In attendance: Fr John Hine (Chairman)
 Dr James Sharp Andrew Butler
 Elena Peck Roger Styles

Apologies: Nuala Smith Deacon Jolyon Vickers
 Sylwia Dorosz Peter Lonergan

The third meeting of the St Andrew's Church Parish Advisory Council took place on 9th January 2015.

Serial	Agenda Item	Action	Comment
1.	<p>Fr John's Introduction:</p> <ul style="list-style-type: none"> • Fr John reflected on his first year in post as Parish Priest. He felt more secure now than a year ago with a number of good things happening. For example, the Parish Centre was working well, with good administration; parish finances were in better health; the Advent course had gone well and suggested more courses this year. • Fr John was open to holding a Lenten Course as some parishioners had indicated an interest. However, it was difficult to work out the best times to hold sessions. Fr John suggested he ask around to see what parishioners thought. • Possible topics for the course might be prayer and/or one on Evangelisation through the Family. James thought that prayer should be the basis for all courses and offered to help Fr John plan and deliver such a course. 	<p>Fr John</p> <p>James</p>	
2.	<p>Minutes of last meeting & matters arising:</p> <ul style="list-style-type: none"> • The minutes of the meeting of 9 Sep 14 were accepted as an accurate record, and actions were reviewed: <ul style="list-style-type: none"> ○ Updating the parish register: Jolyon, with Janet Brierley, had agreed to lead this work and had developed a plan: <ul style="list-style-type: none"> ▪ Preliminary notices in the newsletter and updates from the pulpit about the need and plans; ▪ Provide assurance that only numerical data should go beyond the Parish, and only a small number of named individuals would have access to the data; ▪ Jan – end-Mar parishioners provide new input data; ▪ At end-Mar: <ul style="list-style-type: none"> • Check and update existing entries; 		

	<ul style="list-style-type: none"> • Enter new registrations; • Review all unconfirmed entries, deleting those who are known no longer to be parishioners, and writing to those who have not re-registered; • At end-Apr consolidate entries to form the updated register. <ul style="list-style-type: none"> ▪ Council members suggested: <ul style="list-style-type: none"> • That children should be included; • To consolidate their good work, Jolyon and Janet should devise a mechanism to ensure the registry was kept up to date; • Andrew offered to review the updated register to provide a gross error check. <ul style="list-style-type: none"> ○ Engagement across the Parish: James and Elena had not had the chance to meet up and so the action was kept open. It was suggested that a social committee might be helpful. ○ Positioning the Repository: Nuala reported that a repository cupboard had been commissioned at a cost of £450 to be sited in the porch. She said the repository was now paying for itself and she foresaw future profits going to parish funds. ○ Notice Boards: Work was underway to acquire new signs and notice boards for the the church, including a “No Parking” sign. Roger highlighted that the cost would be borne by the Development Fund. ○ Painting: Roger reported that the Development Fund would also commission the decoration of the front of the church. ○ Parking: Fr John resolved to tell Fuggles that parking would not be permitted on Mondays or Tuesdays. ○ Communications: Fr John routinely summarises results from parish meetings in his weekly newsletters. 	<p>Jolyon</p> <p>Andrew</p> <p>James & Elena</p> <p>Fr John</p>	
3.	<p>Parish Finances:</p> <ul style="list-style-type: none"> • In Sylwia’s absence, Roger summarised her input to the Finance Committee in early Dec 14. Essentially, expenses had been high (~£57K), with a number of historic payments made, and parish income was in the order of £50K. She was looking to Gift Aid recoveries balancing the books for 2014. • A Gift Aid of ~£6K has now been received and was likely to bring the parish accounts into balance for the year-end. 		

	<ul style="list-style-type: none"> Fr John expressed satisfaction for this improvement over last year. 		
4.	<p>Parish Centre:</p> <ul style="list-style-type: none"> Roger summarised a good year financially for the Parish Centre: <ul style="list-style-type: none"> £22K has been repaid to the Diocese against a liability for 2014 of £20.25K. Our loan now stands at £114K outstanding, with £7K in the bank. Development Fund income to end-Nov 14 was £26K, with similarly high historic payments for utilities and insurance premiums, etc. New costs came from salaries for the hall manager and gardener. Everyone expressed satisfaction with progress both with the loans and better management of the hall. 		Statement attached
5.	<p>Social Events:</p> <ul style="list-style-type: none"> To initiate a wide-ranging discussion, Fr John offered a list of parish events in 2014. These had happened without any coordinated planning. The proposal to have a parish social committee was discussed and thought to be helpful. It was agreed that it would need highly motivated individuals to lead and provide the catalyst for wider involvement across the Parish. It was agreed that the widest possible engagement across the Parish would deliver the best results. Fr John agreed to seek the advice of Brian Lawrence and Kevin Thornton, both of whom had previous experience in this field. If a committee could be formed, it should be asked to develop a programme of events for the Parish in 2015. 	Fr John	Attached
6.	<p>Any Other Business:</p> <ul style="list-style-type: none"> The Council reviewed Yolande Urquhart's suggestions: <ul style="list-style-type: none"> The St Andrew's statue should be moved from the sanctuary wall and re-positioned on the lectern. This would help the presentation of flowers in the sanctuary. Fr John agreed: <ul style="list-style-type: none"> To consult Francis Lawrence, in charge of flower arranging; and To consult the Diocesan Art & Architecture Committee on the statue's re-positioning on the lectern. 	Fr John	
10.	<p>Date of next meeting:</p> <ul style="list-style-type: none"> Proposal for Fri 8 May at 6.30 pm. 	All	

Fr John Hine
Parish Priest
Jan 15