**ST ANDREW’S PARISH COUNCIL MEETING, FRIDAY 9TH NOVEMBER 2018**

**In attendance:** Fr John Hine (Chairman) Lorraine Sharp

 Elena Peck Kathleen Bishop Nuala Smith Deacon Jolyon Vickers

Roger Styles

**Apologies:**

Sylwia Dorosz Dr James Sharp

The St Andrew’s Parish Council met under Fr John’s chairmanship on Tuesday 30th April 2019 at 7.00pm.

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| **Serial** | **Agenda Item** | **Action** | **Comment** |
| 1. | **Fr John’s Introduction:*** Fr John welcomed everyone and offered his developing plans for the use of the recent legacy to the Parish. Although formally, the business of the Finance Committee, Fr John outlined his priorities:
	+ In the church:
		- Sort out the damp problem;
		- Improve lighting and insulation;
		- Redecorate throughout;
		- Make the sanctuary safe;
		- Move the tabernacle and the statue of Our Lady.
	+ In the presbytery:
		- Renovate the shower room (shower door, floor, tiling, cupboard and painting);
		- Repair bedroom windows; and
		- New curtain rails and fixings in some rooms.
* Fr John highlighted his responsibility to hand over his house in good condition and once he had costs of the proposed work both there and in the church, he could consider other worthy causes for good use of the legacy.
* The diocesan-recommended contractor would visit this Friday for an initial assessment of the task. Kathleen kindly agreed to attend to provide support.
 | **Kathleen** |  |
| 2. | **Minutes of last meeting & matters arising:*** The minutes of 9 Nov 18 were accepted as a true record.
* The action to recruit Council members was discussed and a list of potential candidates was given to Fr John to consider.
* Fr John’s need for more admin support, reflecting the incleased burden in the daily business of the Parish, was deferred for consideration by the Finance Committee.
* Fr John reported that the diocesan proposal to reduce Sunday masses had concluded without change, other than St Andrew’s should be ready to help Headcorn if necessary.
* The challenge to discover suitable videos was discussed and it was agreed that:
	+ Kathleen would purchase – on the Parish’s behalf – the Word on Fire video, complete with licences;
	+ Fr John and Jolyon would consider the best scheduling for viewing.
* Lorraine agreed to remind Dr James of his offer to provide wording for a public notice on GDPR.
 | **Roger****Kathleen****Jolyon****Lorraine** |  |
| 3. | **Parish Finances:*** In Sylwia’s absence, Roger summarised the healthy state of the Parish’s finances, indicating a continued improvement year on year.
* Details of the 2018 Financial Return can be found of the Parish website at [www.standrewstenterden.org/wp-content/uploads/2019/04/20190418-Financial-Return-2018.pdf](http://www.standrewstenterden.org/wp-content/uploads/2019/04/20190418-Financial-Return-2018.pdf).
* Fr John reported that the new process for the management of weekly collections was working well, but no on-line submissions had yet been made. Roger agreed to seek a report for the collectors on whether further work was expected at this stage, prior to the Parish being brought on board with the new finance system.
 | **Roger** |  |
| 4. | **Development Fund & Parish Centre:*** Roger outlined similarly good news with the Parish Centre:
	+ Income remained buoyant and augured well for our debts to be paid off by mid-2020;
	+ Running costs were under control and the planned 5-year maintenance of the floor was to go ahead in Aug 19.
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| 5. | **Social:*** Organising social events within the Parish had proved to be a challenge, although there had been notably successful parish-wide parties during the past year.
* Ideas were discussed but it was concluded that we should be alert to seizing opportunities throughout the coming year.
 | **All** |  |
| 6. | **Any Other Business:*** Lorriane made a plea for a hanging cupboard to be put up in the Parish Office meeting room to hold material for the Children’s Liturgy.
* Roger asked for all members to review the parish website at www.standrewstenterden.org and to offer their views. Kathleen reported a possible problem linking to the latest newsletter. It was also noted that there would be benfit from a “visitor counter”. Roger agreed to investigate these.
* The views from the CCTV camera inside the church was reported to be very dark. This would be investigated.
 | **All****Roger****Roger** |  |
| **7.**  | **Date of next meeting:*** **Agreed to** **meet on Friday 8th November 2019 at 7.00pm.**
 | **All** |  |

Fr John Hine

Parish Priest

May 19