**ST ANDREW’S PARISH COUNCIL COMMITTEE MEETING, 8 NOV 19**

**In attendance:** Fr John Hine (Chairman) Deacon Jolyon Vickers Kathleen Bishop Nuala Smith Lorraine Sharp Roger Styles

**Apologies:** Sylwia Dorozc

The St Andrew’s Parish Council met at 7.00 pm on Friday 8th November 2019.

| **Serial** | **Agenda Item** | **Action** | **Comment** |
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| 1. | **Introduction:*** Fr John welcomed members and noted the absence of Sylwia and James (Lorraine maintains “the Sharp family” membership.)
* Fr John also said that Pat Sargent, editor of the Parish Newsletter, had offered to join the Parish Council. He welcomed this and asked members to think about other likely candidates.
* Lorraine offered to encourage James to attend future meetings in addition to herself, as long as his work commitments permitted.
 | **All****Lorraine** |  |
| 2. | **Minutes of the last meeting, 30 Apr 19:*** The minutes of 30 Apr 19 meeting were accepted as a true record. Actions not discharged or taken under agenda items were:
	+ Roger reported that the Parish Finance Committee had agreed the recruitment of more admin support for the Parish. This is additional to the voluntary support by Janet Brierley. Roger and Jolyon were taking this forward. It was planned that the post should be advertised to parishioners through the weekly newsletter and more widely locally.
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| 3. | **Parish Finances:*** In Sylwia’s absence, Roger said that the Parish had adopted the Accounts IQ online finance system and Sylwia was very happy with progress. It was now possible to see parish accounts updated daily, and there were further system improvements promised in the future.
* He reported that as at 31 Oct 19, current balances were:
	+ Main A/C £25,000;
	+ Development Fund A/C £13,596;
	+ Reserve A/C £184,051.
* Sylwia had reported that, apart from insurance premiums and Gift Aid payments, there should be no significant charges in the rest of the year.
* Fr John said that he had attended a diocesan Parishes Meeting on 24 Oct where there had been a sobering exposure of the Archdiocese’s financial situation. (A note from the meeting is attached.)
* Roger reported on the Development Fund:
	+ There had been major charges this year for improvements to the car park and routine maintenance of the floor of the Parish Centre. Additionally, 2 regular “hirers” had left.
	+ Therefore, there might be a reliance on the expected Gift Aid payment to repay our liability of £17.5K at the year end. This would lead to a final liability of only £8.7K in 2020 to clear our debt.
 |  | Attached |
| 4. | **Church Refurbishment Programmed:*** Fr John reported that progress had been slow in getting the Refurbishment Programme under way, but the Diocese Property Team had been helpful and things were now moving forward.
* Three potential contractors had visited and expressed an interest. Also, we were in discussions with a firm of quantity surveyors to guide us through the necessary contractual processes.
* The main risks were discussed and it was highlighted that it was now time to start a communications programme to ensure parishioners’ interests and expectations were accommodated.
 | **Roger** |  |
| 5. | **Social Events:*** Jolyon suggested that after the success in 2019, a “Shrove-tide” sharing Sunday lunch would be arranged for Sun 23 Feb 20. Jolyon would be in charge.
* It was also suggested that a summer BBQ would be held, at a date to be fixed. Lorraine and James Sharp offered to initiate this.
 | **Jolyon****Lorraine** |  |
| 6. | **AOB:*** Fr John said that he now had the video of lectures on The Mass by Robert Barrons and he asked for advice as to when it would be best to show the 6-video series. After much discussion, members were asked to give it thought and come back to Fr John as soon as possible.
* **The next scheduled meeting was agreed to be on 31 Mar 20 at 7.00pm.**
 | **All** |  |

**Fr John Hine (Parish Priest)**

**11 Nov 19**