

**ST JOHN FISHER ROMAN CATHOLIC CHURCH
PARISH COUNCIL MINUTES**

Minutes of the Meeting held at 19:30 hr on 7 March 2016

- * Fr Shaun Middleton Parish Priest
- + Kay O'Connor Catechist
- * John Billiet Chair
- * Michael Parkinson Finance
- + Bayross, Neville
- * Neil Cocking
- * Claire Mendonca
- + John Promise
- * Neville Ransley
- * Elspeth Everitt Clerk

- * Member present
- # *Member present for part of meeting*
- + *Apologies*

- | Item No | | Action |
|----------------|--|---------------|
| 1 | Opening Prayer
The meeting started with <i>Hail Holy Queen</i> led by Fr Shaun. | |
| 2 | Election of Chair
John Billiet was elected (proposed by Fr Shaun, seconded by Neil Cocking & agreed) & chaired the rest of the meeting. | |
| 3 | Appointment of Clerk
The appointment of Elspeth Everitt as clerk was confirmed. | |
| 4 | Apologies: Kay O'Connor, John Promise, Neville Bayross. | |
| 5 | Minutes of Parish Council 9 November 2015
Were agreed, signed & dated. | |
| 6 | Matters arising
(5) Sanctuary: damaged floor tiles should be repaired this week.
Car park gates: estimate has been received to re-set gate posts in deeper concrete.
Hall: rear emergency doors to be looked at. | JB |
| 7 | Notes of Annual Parish Meeting 23 November 2015
were noted. There were no matters arising. | |
| 8 | General discussion on the role of the Parish Council
Led by Fr Shaun. <ul style="list-style-type: none">• Areas of responsibility
Chair & Property – John Billiet | |

Music & liturgy – Neil Cocking
 Social Outreach – Claire Mendonca
 Finance – Mike Parkinson
 Youth – John Promise
 Education & Catechesis – Neville Ransley

Fr Shaun explained that sub-committees of interested parishioners could be set up to assist the Council member. Council meetings will be for reporting back & each meeting will focus on one or two areas of responsibility plus other general business.

Music & Liturgy: Neil & Fr Shaun have begun an audit of music in the parish NC/
SM

Education & Catechesis: Neville Ransley will work with Kay on a review of catechesis programmes. NR/
KO

Social Outreach:

- The post-Christmas senior citizens lunch, involving Confirmation candidates, was very successful with more than 60 attending. It will be repeated in future years.
- *Love in Action* programme. The text book has been published & the programme will be launched after Easter. Fr Shaun has asked Caritas to organise training. The parish third initiative for the Year of Mercy will come out of this programme & two possibilities are funding art therapy materials in a second Bikhita House for rescued trafficked women (£3,000) & active involvement in the Harrow Citizens group focussing on local social needs. Fr Shaun is attending the launch on 28th April & John stressed the need to be involved Harrow Citizens from the start. SM

Property:

- The digital projector in the main hall is broken. A £3,000 state of the art replacement will be funded by the school, with a contribution from the nursery, and will be on loan to the church.
- Church: Cracking on the apse will be re-painted before retention payment is made.
- Parking: Ongoing dialogue with the local authority on double yellow lines. A request has been made to extend lines to the church entrance & beyond to the presbytery driveway. John is also in discussion with the police about support for tackling antisocial behaviour in the car park. JB
- Health & safety audit issues: Lighting round the church & car park will be reviewed. Stage area - lighting & a gate at the back of the stage will be investigated. Former changing rooms will be cleared. JB
- Bar refurbishment: new furniture will be sought on e-bay. JB

Finance:

- A Diocesan initiative to donate to the parish via text

messaging was discussed. It could be a source of income but registration of donors for Gift Aid & the audit trail should be clarified. MP/ SM

- At the end of 2015 income (£138,000) was down slightly on 2014 (£134,000) but the tax refund had not been received. 2015 expenditure was lower than 2014 due to the completion of building work and year-end balance was just under £130,000. Loan re-payments of approximately £4,000 per month are now being paid.

9 **AOB**

- John Towell will update the Parish Council noticeboard. New Parish Council members need to email John a photograph.
- The revised Constitution, Minutes of November meeting & Annual Parish Meeting will be put up on the noticeboard in the porch. EE

10 **Date of next meetings at 7.30 in the Fisher Room**

Monday 13th June (provisional) – Social Outreach
Monday 12th September

12 Fr Shaun ended the meeting at 21:00 hrs with prayer.

Signed..... Date.....