

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

**Minutes of the Meeting held at 19:30 on Monday 24<sup>th</sup> September 2018**

*	Fr Graham Stokes	Parish Priest
*	Kay O'Connor	Catechist
*	Michael Parkinson	Finance
*	Neville Bayross	
*	Neil Cocking	Chairman, Music & Liturgy
+	Claire Mendonca-Yeboah	Social Outreach
*	Gerard O'Keefe	Safeguarding
*	Neville Ransley	Education / Catechesis
*	Nuala Rodger	Young People
*	Elsbeth Everitt	Clerk

\* *Member present*

# *Member present for part of meeting*

+ *Apologies*

Item No		Action
1	<p><b>Welcome &amp; Opening Prayer</b> Fr Graham opened the meeting with prayer. Apologies have been received from Claire Mendonca-Yeboah. Gerard O'Keefe was welcomed to his first meeting.</p>	
2	<p><b>Minutes of the last meeting (May 2018)</b> Minutes were agreed as a true record and signed. <b>Matters arising:</b> Gerard O'Keefe and Delores Mclean-Boyd will be working together in the parish safeguarding role in future. Noel McHugh was thanked for all his valuable work in this role.</p>	
3	<p><b>Parish Priest's remarks</b></p> <ul style="list-style-type: none"> <li>• 'Getting to know you' events have gone well so far but the age range of people attending is skewed towards older parishioners. These events will continue on a semi-regular basis.</li> <li>• From the beginning of Advent 2018 mass on a Thursday morning will move from 9:30am to 12:30pm.</li> <li>• During Advent there will be a Saturday morning mass at 9:30am. On Saturday 8<sup>th</sup> December there will be a Day of Adoration starting with mass followed by Adoration during the day, Reconciliation and Benediction before 6pm mass. The day will end with a bring &amp; share supper.</li> <li>• Remedial electrical work in the hall (costing in the region of £10,000) has been approved by the Diocese &amp; is expected to be carried out in October half term.</li> <li>• A Parish audit is scheduled for the end of October.</li> </ul>	

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	<p>This is primarily financial but some other procedures, such as safeguarding, will be included.</p> <ul style="list-style-type: none"> <li>• 80<sup>th</sup> anniversary 2019 possible plans: <ul style="list-style-type: none"> <li>○ Spiritual renewal e.g. adult faith education</li> <li>○ Parish outing – possibly Rochester</li> <li>○ Replace the cherry tree which has to be cut down with a statue e.g. Our Lady of Walsingham</li> <li>○ Replace the crucifix over the church entrance</li> </ul> </li> <li>○ Stained glass windows (see the triptych by Michael Coles at All Hallows by the Tower for an example)</li> <li>• Mass count last weekend was approximately 750</li> </ul>	<p><b>Neil to investigate costs &amp; consider fund raising.</b></p>
4	<p><b>Finance Report</b></p> <ul style="list-style-type: none"> <li>• The bank balance is healthy and the Diocesan loan continues to be paid without difficulty.</li> <li>• The offertory to the end of July 2017 was about the same as the previous year &amp; the Growing in Faith contribution will be received before the end of 2018.</li> <li>• The next meeting of the Finance Committee is on 11<sup>th</sup> October with one new member.</li> </ul>	
5	<p><b>Property Report</b></p> <ul style="list-style-type: none"> <li>• The Reconciliation Room opaque glass is to be replaced with clear.</li> <li>• The office external door (no longer used) has been bricked up.</li> <li>• The roof leak near the Social Club has been fixed.</li> <li>• Lights have been fitted down the side of the church.</li> <li>• Most drains and gutters have been cleaned.</li> <li>• Bulbs in lights at the rear of the hall have been changed.</li> <li>• Emergency doors near the Social Club need repair.</li> <li>• Quotes are being sought for a replacement rear door on the hall.</li> <li>• Following a complaint from a parishioner quotes will be sought to replace uneven paving near the Social Club door.</li> <li>• Original installers of the car park gates will be contacted again as they were not fit for purpose and have collapsed. The initial repair quote is too high.</li> <li>• Church kitchen replacement.</li> <li>• Sanctuary floor tiles are showing hair-line cracks. This will be raised with the Diocesan surveyor</li> </ul>	<p><b>Neil</b></p> <p><b>Neil</b></p> <p><b>Mike &amp; Neil to draft a letter</b></p> <p><b>Neil to seek estimates.</b></p>

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	<p>during his October visit. He may refer on to the builders or insurance company.</p> <ul style="list-style-type: none"> <li>• A further complaint has been received about pre-school parents' prolonged parking so there is no space for parishioners arriving for 9:30 mass.</li> <li>• The church grounds clean up morning was fixed for Saturday 24<sup>th</sup> November 2018.</li> </ul>	<p><b>Fr Graham</b></p> <p><b>Fr Graham will meet Mrs Durcan and raise parking issues.</b></p>
6	<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• 37 candidates have started the Confirmation programme (10 fewer than last year)</li> <li>• 39 children are preparing for First Communion but a few more are expected so numbers are expected to equal last year.</li> <li>• In 2019 the post-First Communion mass and celebration may move to Corpus Christi.</li> <li>• Baptism numbers are slightly higher than previous years.</li> <li>• Kay and Neil attended the Eucharistic Conference in Liverpool. Talks were interesting and a moving final mass was preceded by an impressive procession of a large number of people to the Cathedral.</li> <li>• Renewal for Extraordinary Ministers of the Eucharist will be planned.</li> <li>• Fr Graham visited the school at the start of term. The school will continue to be closely involved with 10am mass on the first Sunday of the month, including providing musicians.</li> </ul>	
7	<p><b>Music</b></p> <p>A meeting for all musicians took place on 3<sup>rd</sup> September &amp; discussions continue on future plans.</p> <p>Suggestions from the meeting:</p> <ul style="list-style-type: none"> <li>• Have specific Communion hymns during Communion</li> <li>• Use simpler mass settings, especially on Saturday evenings</li> <li>• Continue having music on Saturdays on special/ Feast days.</li> <li>• Recorded music may be re-instated during Reconciliation &amp; before Saturday evening mass.</li> </ul>	<p><b>Fr Graham &amp; Neil will discuss Saturday dates</b></p>
8	<p><b>Young Adults</b></p> <p>No progress to report for young adults. .A new youth group for younger teenagers is starting at St Alban's church and this will be promoted in St John Fisher.</p>	

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9	<p><b>Safeguarding</b>  Work is ongoing to check Parish compliance with Diocese guidelines regarding safeguarding. Initially, this involves ensuring that those who require a DBS check have a current DBS certificate. Those requiring a new or refreshed check will be contacted and, in due course, the register maintained by the Diocese will be updated.</p> <p>Gerald and Delores have completed the Diocese safeguarding induction course and Gerald will be attending a workshop in October on document checking. There is a dedicated email for safeguarding issues which will be advertised in the newsletter.</p>	
10	<p><b>Harrow Citizens</b></p> <ul style="list-style-type: none"> <li>• A core group of parishioners involved with Harrow Citizens has been set up, chaired by Fr Graham. 9 people attended the last meeting.</li> <li>• A questionnaire to enable parishioners to share their experience of the Harrow housing situation will be distributed after mass. Completed surveys can be anonymous and there will be a box for collection in the porch.</li> <li>• There are now parishioners involved in the housing and mental health action groups.</li> <li>• A list of mental health support services will be displayed on the porch noticeboard.</li> <li>• Members of all institutions will come together at St Peter's Church on the afternoon of Sunday 18<sup>th</sup> November to litter pick surrounding streets. This will be promoted in the parish.</li> </ul>	
11	<p><b>Any Other Business</b></p> <ol style="list-style-type: none"> <li>a. Fr Graham is considering how different forums in the parish can co-ordinate work &amp; activities in future.</li> <li>b. A parishioner raised the lack of social activities in the parish. This links with the work to be done on co-ordinating working groups within the parish (mentioned above) &amp; will be discussed at a future meeting.</li> <li>c. If any parishioner wishes to raise an issue with the Parish Council they should email the Chair.</li> </ol>	
12	The meeting closed at 9 pm.	
	<p><b>Next meeting:</b>  <b>Parish Council: Tuesday 13<sup>th</sup> November at 7:30pm</b>  <b>Annual Parish Meeting: Monday 26<sup>th</sup> November</b></p>	

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

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