

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

Minutes of the Meeting held at 19:30 on Monday 25th February 2019

*	Fr Graham Stokes	Parish Priest
*	Kay O'Connor	Catechist
*	Michael Parkinson	Finance
*	Neville Bayross	
*	Neil Cocking	Chairman, Music & Liturgy
+	Claire Mendonca-Yeboah	Social Outreach
*	Gerald O'Keefe	Safeguarding
	Delores McLean-Boyd	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>Welcome & Opening Prayer Fr Graham opened the meeting with prayer. Apologies have been received from Nuala Rodger & Claire Mendonca-Yeboah.</p>	
2	<p>Minutes of the last meeting (November 2018) Minutes were agreed as a true record and signed. Matters arising: Bakhita House donation for art therapy materials: no formal commitment to pay £1,000 per year for 3 years has been located. This is the 3rd year and the knitting group have raised money towards the £1,000. Fr Graham will speak to Sr Doreen about her requirements and then decide whether this sum will be topped up from parish funds.</p>	Fr Graham
3	<p>Parish Priest's remarks</p> <ul style="list-style-type: none"> • Fr Graham has celebrated his first Christmas in the parish. Good numbers attended church and collections were generous. • Thanks to Neil & helpers for a very successful Senior Citizens' meal. • 80th anniversary. Spiritual renewal and a social programme are planned. The aim is to form a broad group to arrange regular events. The Lent & Easter bible course starts soon. • Regular appeals with an interesting talk last weekend from Harrow Pastors. • Fr Graham is considering the nature of continuing involvement with Harrow Citizens. • Asbestos has been removed from under the stage. 	

Item No		Action
	<ul style="list-style-type: none"> • Server numbers are encouraging & a retreat is being planned for Eucharistic Ministers and Readers. • Fr Graham thanked the staff and all engaged with work in the Parish. 	
4.	<p>80th Anniversary</p> <ul style="list-style-type: none"> • There was an encouraging meeting on 22nd January for people willing to plan events. • Sunday 3rd March: Carnevale shared lunch after 11:30 mass. JohnPromise will be present to celebrate his ordination as Deacon. • 23rd March: Quiz night • 23rd June: Corpus Christi procession, first Communion & feast of St John Fisher celebration. • Polish evening • 21st September: Diocesan pilgrimage to Walsingham (date to be confirmed) • October: Rome & Orvieto trip • Donations have been made towards the cost of stained glass windows and Neil will get an estimate of cost. 	Neil
5	<p>Finance Report</p> <ul style="list-style-type: none"> • 2018 accounts show an estimated deficit of £37,000, bank balance of £150,000 with £54,000 debt repayment made. The gift aid refund had not been received during the year and the Growing in Faith funds were not drawn down so, once reconciled, it is expected that the situation will be similar to the end of 2017. The outstanding loan is £182,000 and the Diocesan Assessment is £57,000 (based on income 2 years ago). While income is down expenses have also reduced. A planned giving & gift aid campaign is to be scheduled. • An action plan following the internal audit report is underway. 	
6	<p>Property Report</p> <ul style="list-style-type: none"> • Asbestos under the hall stage has been removed • The hall kitchen door, kitchen lighting tubes and outside lighting have been replaced • Church kitchen units have arrived and are ready to be fitted. A safe alternative to the current position of the water boiler will be sought. • Curtain tracks for side hall windows have been fixed • Low water pressure in the Social Club toilets is being investigated. • Car park drains have been cleared with tree roots, 	

Item No		Action
	<p>cement & sand found. An insurance claim may be made & regular inspection is needed.</p> <ul style="list-style-type: none"> • Baptistry window cracks need attention • Chris Fanning is writing to the company that installed the car park gates asking them to repair and strengthen the post and hinges. 	
7	<p>Safeguarding</p> <ul style="list-style-type: none"> • All group leaders have been contacted to ascertain whether DBS checks are needed for members. • SVP, Extraordinary Ministers & Confirmation helpers have been contacted and DBS checks have begun. • Children's Liturgy & Holy Communion workshop leaders checks to commence. 	
8	<p>Liturgy</p> <ul style="list-style-type: none"> • The Missal Tone mass setting has been launched at 8.30 mass. Different settings for 10 & 11.30 masses are being considered. • A circuit board is being fixed on the organ & it should be working again in about 2 weeks. • Generally, the most familiar hymns will be used with the introduction of a few new ones to widen repertoire. 	
9	<p>Young Adults A few young people have been approached about the Taize Diocesan pilgrimage.</p>	
10	<p>Education</p> <ul style="list-style-type: none"> • On 1st April 2019 St John Fisher school will become an Academy. • Barbara & John Towell are helping with school music and this is going well. • Plenty of school pupils are volunteering to be readers & musicians at the monthly 10am Sunday mass but fewer volunteers are coming forward for other roles, e.g. welcoming, collection etc 	
11	<p>Harrow Citizens</p> <ul style="list-style-type: none"> • The core group now includes Rev. Kate Tuckett from St Alban's Church. • Discussions are ongoing about the annual payment and the value for money it offers SJF as we have not been availing of the training it funds. • Opportunities for local & more relevant training are being requested. • A parish coffee morning after 10 & 11.30 masses on 24th November was not well attended. A mental health group member was there. 	

Item No		Action
	<ul style="list-style-type: none"> • The refugee group has found 2 properties and Harrow Council is now preparing to use central government funding to house 2 vulnerable families from a Syrian refugee camp. Parishioners may be asked to support in a practical way if required. 	
12	<p>Any Other Business</p> <ul style="list-style-type: none"> • Saturday 8th June will be the next car park tidy up & tree pruning day. • It was suggested that a part time employee could be appointed to manage hall opening & closing for bookings, checking for damage etc and possibly maintaining grounds. This will be considered. • According to the Constitution some Parish Council members reach the end of their term in March 2019. Fr Graham is reviewing the objectives of various committees so Parish Council membership will remain as now and members are invited to remain in-situ until decisions are made. 	
	The meeting ended at 8.55pm	
	<p>Next meeting: Parish Council: Monday 20th May 7:30pm [altered after the meeting to Tuesday 14th May]</p>	

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