

ST. PETER'S PARISH PASTORAL COUNCIL
MINUTES OF THE MEETING ON 10 JUNE 2019
(following the Annual General Meeting)

Present

Father Kevin Douglas (President), Josephine Beech-Brandt (Chairperson), Liz Brown (Secretary), Ann Royan, Thérèse Stewart, Ian Stewart, Joyce Cullen, Anne Marie Douglas, John Wastle, Peter Nicholson, Salvatore Callea, Ros Macaskill, Mary Wastle, Patricia Cairns, Francis Katamba, Sophie Bennett.

Apologies

Andrew Thackrey, Agnes Martony, Grace Jeffrey, Jo Mulvagh, Aoife Palmer.

Minutes of meeting dated 1 April 2019

Minutes approved.

Matters arising

- **Church Heating Project** John Wastle gave an update. Further investigative work has been commissioned on the boiler flue in an attempt to get to the bottom of potential cause of damp on the east wall of the church. Corrective work has been commissioned to ensure that the church is clear of asbestos. This must be done before the heating contractors can come on site. Inevitably, there is still some uncertainty over overall project timetable. The provisional timetable is now that the tender process can begin in early July with a view to appointment of contractor in mid-August. It is hoped that work might start late September, with completion by early December. The church may be closed for 6-8 weeks. Sunday Mass will be at St. Columba's at 11.30. Transport arrangements will be considered. Weekday services are likely to be held in the Parish Room. It is probably too late for applying for grant funding. Existing cash reserves can cover likely expenditure, supplemented by occasional collections for the Building Fund, as happened at the Saturday Mass for First Holy Communion. John will continue to report to PPC; from PPC, Liz Brown has joined the Property Committee for the Church Heating Project; and it is planned that there will another Open Meeting for all parishioners once the timetable is clearer. Eco-considerations were not central to the brief, but we can be reassured that the system will be new, and that we are being advised by trusted consultants (Blackwoods).
- **Parish Development/Strategic Plan** It is desirable that this initiative moves forward, but it has not been possible to begin formal planning. **Action: Fr. Kevin, with Patricia Cairns**

Parish Safeguarding Action Plan

Joyce Cullen reported that it has been possible to draft a Safeguarding Action Plan using the template provided by the Archdiocesan Safeguarding Team at Gillis. Once all the Risk Assessment checklists have been returned, it will then be possible to complete the Safeguarding Action Plan. The Risk Assessment checklists will be held in a "master" Risk Register which can be updated routinely, and as events change, or arise. It is reassuring to note that group leaders are giving thought to possible risks associated with activities. Those involved in the active life of the parish are taking personal responsibility for thinking about risk; risk assessment is a continual process, as well as in response to changed arrangements or new events.

Joyce has also had confirmation that St. Peter's is up to date with Child Protection training, and PVG certification of volunteers.

Finance Council and Annual Budget

Fr. Kevin confirmed his wish that a Finance Council be established, to assist him with financial planning and budgeting across all activities. This will complement the Parish Development/Strategic Plan. Parish reserves are healthy at present, but we do have to fund the replacement of the church heating (c£100,000). The costs of running the parish, and the necessary capital expenditure on the church buildings have exceeded the total income received in the last year. The deficit was £34,000 and this is not sustainable, long term. It will be necessary to increase income – the collection – and contain costs, which must be a shared responsibility. Fr. Kevin will appeal for volunteers for the Finance Council.

Working Together with St. Columba's

The meeting on Monday 13th May at St. Columba's Hall was very well attended, by both parishes. Since the meeting, the Property Committees have already shared details of contractors used in each parish. Also agreed at the meeting:

- Easter Tridium - Fr. Kevin will officiate, jointly across the two parishes.
- Formation of a Joint Social Committee – Josephine Beech-Brandt (St. Peter's) and Jim Meehan (St. Columba's) will join the committee. Fr. Kevin will lead the appeal for further volunteers. The intention is that there will be routine of having at least three events annually. In the first instance, it was suggested that the Children's Liturgy teams co-ordinate for the Parish Picnic, likely date this year is Sunday 25th August.
- Observers from each parish are to be invited to attend Parish Pastoral Council meetings. Ros Macaskill has volunteered to be first representative from St. Peter's.

Action: Liz Brown

It was suggested that we repeat the joint meeting before Christmas, this time welcoming parishioners of St. Columba's to St. Peter's.

Volunteering Sunday

Joyce Cullen will co-ordinate this event set for Sunday 8th September. Thank you to Peter Nicholson for co-ordinating last year.

Any other business

- There had been a complaint about the new arrangements for the distribution of Communion, in particular that it now felt rushed and that time could be saved elsewhere. That view was not the general consensus of the meeting and the new arrangements will continue. Cognisant of the duration of Sunday Mass, John Wastle will trial a different arrangement for the collection.
- Fr. Kevin alerted us to his concerns about the safety of the Sanctuary.
- Fr. Kevin has plans for short programmes of catechesis for our young people, and for a Reading Group type study of a text.

Date of next meeting Monday 9 September

Closing prayer was led by Fr. Kevin

