

Ss Joseph and Teresa Parish Pastoral Council

Minutes of Meeting held on Tuesday 4<sup>th</sup> June 2019 at 7pm in Church

Present: Sara Tambling (ST) Chairman; Bernadette Green (BG); Ruth Hudson (RH); Connie Lane (CL)

Apologies: Fr Philip; Helen Cox; Alan Ford; Mark Grinsell; Deirdre MacGuire; Jim McDonald

Item	Notes/Actions	By	Due
1.	ST read the opening prayer from the office of the day	ST	
2.	Apologies were recorded	RH	
3.	Minutes of previous meeting: Approved		
4.	Safeguarding: Stacey McIntosh has applied to be involved in Children's Liturgy. Health and Safety will be covered on CL's extended report. See below- no. 7	CL	
5.	Special Items: Need to firm up who is taking over RTU. Some discussion about the lack of prominence now in the parish. All agreed that parish should continue to contribute. This may form part of BG's extended report next meeting. See below – no.11.		
6.	Finance: No report from F&F committee. ST understands that the fund-raising committee will be chosen by Fr.P and that he will chair it for the time being.	ST	
7.	Health and safety Extended report by CL. No issues giving concern. Marie Parkes and Deirdre thanked for their work. The main room can be used now but it is full of 'stuff'. Fr.P's vestments are also stored up there. CL to recommend that the ceiling is boarded over temporarily. Whole are is in need of a major clear-out. Anyone undertaking work in church or garden needs to read the Risk Assessment in the office. A copy will be put up in the narthex. People need to be encouraged to read it. A note will go in the newsletter. Any shortcomings in H&S are to be reported. BG suggested that the cleaning rota has list of do's and don'ts for users of chemicals. BG also to liaise with Bernard Dromgoole so that Doorway and Traidcraft do not have stalls on the same weekend.	CL	
8.	Liturgy: Nine people to be approached to become ministers. Welcoming: Problems with contacting others on rota to change week. Jan Doyle cannot be contacted.	RH	
9.	Children and Youth: FHC on 15 <sup>th</sup> June.	CL	
10.	Adult Formation: No report. Helen Cox to be asked if she has been contacted by Mark Grinsell for the handover.	ST	
11.	Charitable and Social Activities: BG talked about the involvement of CAFOD and St Thomas' in a protest trip to London (Climate Change) at the end of June. There has been no response to notices in the newsletter. Charlotte seems to be in charge of it. BG to give an extended report on charitable giving within the parish- both current and possibly future charities. Should we add to the number we already support? Where does the money from the Poor Box go?	BG	BG
12.	Ecumenism and Deanery: Final paragraph of JM's report to be sent to Mark Grinsell. Christian Unity Week: our day needs to be changed to make it possible to hold the service in the morning and not at night. Does Fr.P need to be present?	ST	
13.	Practical matters: No report		
14.	Communications: Written report received in AF's absence		
15.	AOB: ST gave a list of fixed dates for the next PPC meetings.		

Meeting closed at 8pm.

Next meeting: Wednesday 7<sup>th</sup> August 2019 at 6pm in the Church