

St Anne's Pastoral Parish Council Meeting Minutes



Meeting held: 10 October 2024

at 7:00pm in the Presbytery

In attendance: TL, RA, CU, MS, FR G, MB, MMc, NB, YR

Item	Agenda Topics	Discussion/Actions	Person responsible	Date to be completed by
1.	Welcome Opening Prayer	YR welcomed everyone to the meeting TL opened the meeting with a prayer NB has resigned from the PPC due to other commitments; she was thanked for her service and commitment to the PPC	YR TL	
2.	Apologies	LC	YR	
3.	Previous minutes	Celebration of Pets – postponed until future date. YR has been in touch with the person who organised the 'Pets Service at Burbage to discuss how theirs went.	MB/YR	TBA
4.	AV in church Update and next steps	Met with one supplier in church – a quote has been received which has been circulated to the PPC. Another firm is coming at 11:00am on 11/10 to demo. It was suggested to have a 'mock-up' of the screen as there doesn't seem to be an obvious site for the screen. Discussion around the size of the projector screen currently in use. Next steps: demo in church before Mass – as Chapel? Need some content to show. Can we use the current screen in the next few weeks to remind people of its use? Need electrician to wire the screen in – maybe use current electrician PM	MMc, MB, YR, Fr G, MS RA, MMc MMc MS	11 Nov 24 TBA When required
5.	PPC email	Continue to use, but filter important ones to be circulated to all	MS	Ongoing
6.	Season of Creation	Harvest celebration went well The amount of produce for the food bank was very reduced from last year.		

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7.	Ongoing parish events	Coffee mornings – continue to be very successful. Thanks to Marion for organising. There have been some new recruits for doing the coffee mornings, but it would be good to have more! Do we need a formal way to facilitate us getting to know each other for less extrovert people to get to know each other? E.g. ice breakers? Next steps: have a small group discussion about what can be done?	MB/CU/MS	Next meeting
8. 5	AGM	To be held after Mass in the Hall Why? Be visible! Review what the PPC have done/are doing – be transparent Listen to what the Parish want Recruit new members – (need to update the Constitution to reflect length of term of PPC members) Small group to organise	PPC YR/TL/MS	24 Nov Next meeting 24 Nov
9.	Dates for diaries	11 Nov – New Lectionary talk with Fr Joe O’Hanlon, Hardwick Room, 2:00pm 16 Dec – Advent Service of Reconciliation Christmas Eve 5:00pm Chapel/Buxton 7:00pm Christmas Day 09:00 Chapel/Buxton 11:00am Finance talk 20 Oct		
10.	CMC/PPC meeting	Re meeting on 26 September 2024: Minutes have been circulated to all PPC members (10/10/24). Main points/issues: Substantial increase in rental income and grants awarded in 2023/24 QR and maintenance update, including Fire Assessment Report and required actions Succession planning and the potential of a paid position to help with maintenance and bookings etc.-		
11.	Safeguarding	Cross of the Moment – positive feedback from the meeting on Monday. The ribbons outside have been a great success. Plans for next year - Candle of Atonement – invite people to light the candle at Mass Plan to create a piece of visual art using the ribbons, involving different groups within the parish in the New Year	Fr G MS, IL	Ongoing Feb/Mar 2025 TBC

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		Safeguarding update – mandatory CSSA L3 safeguarding training to be held on 18 Nov, Hardwick Room, 2:00pm for all volunteers who hold a DBS and prefer not to complete the training online. https://training.catholicsafeguarding.org.uk/ There are still some outstanding DBS applications/renewals that need to be completed but people need constant chasing!!	MS	18 Nov.
12.	H&S	Fire assessment Report Some recommendations have been carried out - votive candles and stand Outstanding: Additional extinguishers Production of PEEPS and fire plan for the church Fire marshal training/fire drill Regular testing of fire exit signs	Fr G/MS TL/MS TL/MS TBC	Nov 24 ASAP ASAP Ongoing
13.	Finances	Enabling Mission Campaign – documents circulated to PPC members Discussion as to what it entails, the benefits and the timing of the campaign: https://www.dioceseofnottingham.uk/enabling-our-mission A meeting was held with Ryan McKiernan from CCS Fundraising who are working for the Diocese on this campaign and the Finance Committee on 26 Sept. It was decided to extend the invitation to Ryan to address the Parish; further meeting TBA PPC invited to have a think about the campaign and possible projects	Fr G/MS PPC	Next meeting
14.	Buildings	Roof is in progress Still some damp issues with LH Sanctuary wall Back of the church – floorboards made good and stained. Cleaning of the marble floor at the back of Church. IL has scraped off the black wax but the whole still needs a 'specialist' clean. Speak to JG for advice. Garage roof requires attention Outside toilet – needs a new toilet as the current one has been badly damaged. Quotes to be obtained.	MS MS	Ongoing ASAP ASAP
15. 6	AOB	PPC development: MB – Spiritual accompaniment: enjoying it, lots of assignments! YR – Centre for Action and Contemplation online course – very worthwhile		

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		RA/MS – CSSA L3 Safeguarding training completed Gardening: Peter and Kazia would like to give up doing the garden due to the amount of weeding! Suggestion of a low maintenance garden on the front? Research possible gardeners to plan and quote for doing the work.	Fr G	Next meeting
16. 7	Date of next meeting Opening prayer Minute taker	05 Dec 2024 MB		