

Chapel Parish Pastoral Council Meeting 21st November 2025

Minutes

- 1.) Opening prayer led by Fr Greg with prayers for Don and Jacqui who are unable to attend due to a hit and run accident earlier this month.
- 2.) Present – Fr Greg, Frank Frost, Anne Lomas, Pat Dawson, Lucia McClean, Sue Thornhill. Apologies for absence received from Peter Barnes, Joan Matthews, Barbara Hindley, Don and Jacqui Lavery
- 3.) Minutes of last meeting – Approved, proposed by Pat, Frank seconded.
Action point Sue to send minutes to Rob Aldous to put on the parish website.
- 4.) Finance, including Ukrainian accounting – Fr Greg reported that the parish is ok financially. Reading from Peter's Finance Report, reconciled funds 30/09/25: Current Account £7024.51; Set off £109,535.81; Total £116,560.32.
A decline in income from offertory collection is due to deaths of parishioners and some leaving the parish.
Ukrainian accounting, current excess income over expenditure to be covered by firedoor and decorating costs.
Walsingham – due to Deacon Don and Jacqui's accident, Margaret Swift (Buxton) and Peter Barnes will now handle administration of next year's pilgrimage.
- 5.) Safeguarding – 3 new readers have all been given the paperwork to enable their registration with the safeguarding office.
Parish Safeguarding Self Audit 2025 was completed by Sue and Fr Greg at the end of the meeting. **Action Point** Sue to send Audit to the Safeguarding Office
- 6.) Health and safety, maintenance issues – Frank reported that the general risk assessment review is done annually but last year's paper copy was not typed up and has now been lost. **Action Point** Lucia will print the blank form from the diocesan website to be completed for this year by Frank with Peter and Don.
- 7.) Churches together – Pat reported the Harvest Festival lunch was successful, Mustard seed café continues on Mondays, Barbara, Frank, Lucia and Pat attended the Remembrance Service and covered Don's duties in his absence. Help will be needed with Lent Lunches. Pat told us about an excellent defibrillator course she attended which could be held in our parish. After some discussion we concluded that we need to discuss parish first aiders. **Action point** item for next meeting
- 8.) Diary dates and plans for Christmas **Action Point** Fr Greg to confirm Christmas Mass times.

9.) Any other business – Fr Greg explained how we need to see ourselves as part of the 4 churches, 3 Parishes, 2 Priests and 1 Faith. The Leadership Team has representatives of all 4 parishes meeting monthly to discuss the 4 pillars of: Safeguarding; Finance; Mission and Future. Don currently represents Chapel, with Peter Barnes covering financial issues for Chapel and Buxton. Fr Greg hopes Barbara may be able to cover for Don. Parish Pastoral Council roles: Mission; Rotas; Collection/banking; Visiting/pastoral care; Quinquennial; Social.

Sue raised a query from Peter regarding the need for a volunteer to take on Don's role of emailing photographs of gas and electricity meter readings to IFM at the start of each month. Frank will do this for us.

10.) Date of next meeting – 21 January 2026

Fr Greg asked how frequently we meet and suggested maybe we could reduce from two-monthly to quarterly. It was mentioned that we thought the constitution stated 6 times per year but that we do now have the Leadership team meeting each month.