

# Holy Family Catholic Church

(Freckleton and Warton)

1 Lytham Road, Warton, Preston, PR4 1AD

## Minutes of Parish Council Meeting 001 18<sup>th</sup> April 2008 7.45pm

This is a shortened version of the minutes. Please contact Linda on 632260 or [linda.forster4@btinternet.com](mailto:linda.forster4@btinternet.com) for the full version.

### Twelve parishioners attended and five others sent apologies.

#### 1. Opening Prayer

Father Peter opened the meeting by inviting those present to join him in the 'Fit for Mission' prayer.

#### 2. Opening Address

Bernard Whittle welcomed everyone to the meeting. We had come a long way since the first parish meeting about the parish council. The working groups had considered the requirements of the *Fit for Mission Review* and had looked for best practice which could be tailored for Holy Family. Future steps would include the *Fit for Mission Schools Review*.

Draft Constitution had been circulated before the meeting. This recommended four parish teams:  
Finance and Administration

Pastoral  
Property Management  
Social

These teams would be formalised once the parish Council Constitution was approved.

#### 3. Constitution of the Parish Council

Bernard thanked John Catterall for drafting the Constitution from those of other Parish Councils. Bernard recommended that the Constitution was approved and any issues/changes can be raised at the Annual General Meeting in the Autumn. The Constitution will be displayed on the Noticeboard in the church porch.

**Decision:** *The Parish Council Constitution was approved.*

#### 4. Fit for Mission

The revised *Fit for Mission* proposals have been published and are now available on the Diocesan webpage. Father has put the pages relevant to Holy Family on the Noticeboard. No changes before 2015, then parish linked with St Peter's, Lytham.

Father had also attended the *Fit for Mission Schools* presentation by Father Luiz Ruscillo. Father Peter, as RE Governor, is drafting the *Fit for Mission School Development Plan*.

Last Deanery Pastoral Council discussed the changes at length. It was noted that when a parish closed, the community breaks up & parishioners do not necessarily go to another parish.

#### 5. Parish Finance & Admin Report

The parish is in healthy position and still has investments with the Diocese.

Administrators of the Gift Aid Donation (GAD) scheme decided that they no longer wanted to be involved. There were problems, but these have now been resolved. The repaid tax will be late arriving in the bank account – this will be in the following financial year. Tax threshold for pensioners has been increased. This could mean that some of our current contributors will no longer pay tax.

The diocesan levy is set in April based on the offertory income shown on the latest Financial returns to the diocese. In theory, if the offertory collection decreased in the following year, the parish would have to draw on its other resources. In

practice, this is not likely to happen, because the parish income meets its current needs. The Diocesan levy has been reduced from £25% to 23% and will be reviewed again on completion of the *Fit For Mission* review.

The moratorium has been relaxed and the parish can spend up to £5000 on single items without permission.

The parish put forward the decoration plan to the Trustees and were told that some items would not be allowed. All monies raised or donated for the maintenance of the church and other parish assets are being ring-fenced. – see Property Management Report for more details.

#### 6. Parish Pastoral Report

Sally Sutton and Margaret Moony have volunteered to help Carmel Thomas with the Pastoral Team.

Most of the activities defined for the Pastoral Team are going very well. Some areas need more manpower. Other activities need a lot more support and thought about what is required. The Playgroup is well established. The religious element is covered appropriately for their age-group.

Parish school & church interface works. Monthly Sunday Mass for children has good attendance.

#### Action PC001.01:

**Consider whether some element of the Children's Liturgy could be included at some of the Children's Masses.** *Father Peter*

The Parish Council needs to consider:

Making the parish more welcoming  
Being more aware of the needs of young families  
Encouraging young families to attend Mass.

The new religious curriculum for schools is far better than the old one. It recognises children have different levels and that family involvement differs.

The school does not have a big involvement in the preparation for the sacraments, but this dates back to a decision made by the Bishops, who made preparation the responsibility of the Parish and family. Parish should plan for the school, playgroup, parish and parents working together to ensure that our children are supported within the parish – this should include the secondary school. This would also need the involvement of the Youth Team and Sally's Angels. The parish also need to find a way of communicating with the wider (non-attending) Catholic community.

#### Action PC001.02:

**Investigate the possibilities of including the school in preparing the children for the sacraments.** *Father Peter/Pastoral Team*

#### 7. Parish Property Management Report

In November 2007, John Catterall and Peter McGuinness did an inspection of the parish buildings and compiled a list of jobs that needed to be completed. Over fifty of these jobs have been completed at a cost of just over £1400. The remaining jobs include the porch roof, which is leaking and the fixing of some slates. Cost about £2000. Next year there is another £2000 of work on the gulleys, fascia and some outdoor decorating.

Virgin media is being installed and, once that is in place, the parish webpage can be designed.

As mentioned early in the Finance section, the Property Management Team wrote to the Diocese and asked for permission to spend £31000, with a request to borrow £20000. It was refused, except for urgent work or that required for Health and Safety reasons. It was pointed out that permission was not required if less than £5000 on one item.

The parish would prefer to behave ethically and go through all the proper channels, so a plan for the next two years would be produced with each piece of work within the £5000.

Appealing for volunteers to do some of the work had been considered, but it would be better to use professionals, especially for the complicated work.

Both the parish and Trustees would want the parish buildings fit for purpose and properly maintained to enable the parish to fulfil its role identified in the *Fit for Mission* review.

#### 8. Parish Social Report

A meeting was arranged to find out exactly what social activity was happening in the parish. From 2009, the Parish half yearly newsletter would not be distributed, but copies left in the porch and posted on the webpage. There was a discussion about a large outdoor event in September, but no decision. The recent bingo evening had made £253, but it was a disappointing attendance. The intention is for the parish to socialise.

Social activity for younger parishioners is primarily through the Youth Team.

#### 9. Any other Business

##### a. Item 1

Father Peter was asked to leave the meeting, which he did. The parish council was asked to support the proposal that we approach the Bishop with the request to appoint Father Peter as Parish Priest of Holy Family, Freckleton and Warton.

#### Action PC001.03:

**Write to the Bishop and ask him to appoint Father Peter as Parish Priest.** *Linda*

##### b. Item 2

Father was asked to investigate the process for obtaining a *Bene Merente* for someone who had given faithful and loyal service to parish/church.

#### Action PC001.04:

**Investigate process for awarding Bene Merente.** *Father Peter*

##### c. Item 3

The Parish Playgroup would like a year planner on the wall in the Parish Hall so that they know when the Parish Hall is needed and they can tidy the room. This would be useful for enable other groups to use the Parish Hall.

#### Action PC001.05:

**Explore possibilities for a year planner in Parish Hall.** *Property Management Team*

There should be a link from the playgroup to the Parish Finance Team and Pastoral Team.

*The meeting closed at 9.40pm*