

Holy Family Catholic Church

(Freckleton and Warton)

1 Lytham Road, Warton, Preston, PR4 1AD

Parish Council Meeting 009

13th April 2010 at 7.45pm

Agenda:

1. *Opening Prayer*
Welcome to Nic Parket St Peter's Lytham
New Safeguarding Reps: Jim Maloney, Hayley Brown
Father Peter Bernard
2. *Minutes*
Distributed
3. *Correspondence*
Linda
4. *Chairperson's Report*
Bernard
5. *Ecumenical News*
Father/Colin
6. *Special Item – Children*
Pastoral, Liturgy Social,
7. *Subcommittee Reports*
 - a. *Administration (CRB/Communication)*
Father P
 - b. *Finance Report*
John F
 - c. *Liturgy*
Father P
 - d. *Pastoral Report*
Carmel
 - e. *Property Management Report*
John C
 - f. *Social Report*
Catherine Potter
8. *AOB*
 - *CAFOD*
Hayley
9. *Proposed Meetings: 13/7/2010, 14/9/2010, AGM 26/10/2010*
10. *Closing Remarks*
Father Peter
11. *Closing Prayer*
Father Peter

Parish Council Members Present:

Rev Peter Burns, Parish Priest
Hayley Benyon, CAFOD
John Catterall,
Jan Courtney Whiteside
John Forster
Linda Forster (minutes),
Michelle Holden
Peter McGuiness
Catherine Potter
Jim Maloney
Sally Sutton
Carmel Thomas
Bernard Whittle, Chair, Parish Council

School Present (in addition to PC members)

Pamela Maloney
Austin Manfredi
Alexis Satterthwaite
Mary Wilson
Other Parishioners present, including Children's Liturgy
Bernadette Holliday
Jo Wray

Playgroup MC (in addition to PC member)

Christine Rigby
Louis Rigby
Mike Thomas

Plus 7 others not made known to the secretary

Apologies:

Helen McDowell
Colin Reed

Visitor from St Peter's, Lytham, Parish Council:

Nic Parker

1. Opening Prayer

Father Peter opened the meeting praying the Our Father.

Welcome

Bernard welcomed Nic Parker from the Parish Council at St Peter's, Lytham, and hoped that he would feel free to contribute. He also welcomed Jim Maloney, newly appointed lead for CRBs/ISAs and Hayley on her dual role as assistant in the work around CRBs/ISAs .

Minutes

These had been distributed earlier. No changes.

ActionPC008.01:

Add item to the September agenda to ensure that the joint Christmas card is picked up earlier this year.

Linda

Added to Draft – This action is COMPLETE

ActionPC008.04:

Notice in bulletin that the PPC will concentrate on spiritual side of the parish this year

Father P

THIS ACTION IS COMPLETE

ActionPC008.02:

Ensure the headteacher has the dates of the Parish Council meetings

Linda

THIS ACTION IS COMPLETE

ActionPC008.02:

Copies of the Parish Booklet should be available at the school.

John C/Bernard

THIS ACTION IS COMPLETE

ActionPC008.05:

Notice in bulletin detailing progress in appointing new representatives

Father P

THIS ACTION IS COMPLETE

2. Correspondence

a. Margaret Moony had suggested a small CTS rack for the porch. John C had met with Margaret and decided that the best idea would be to share the Traidcraft table. A small-table mounted rack was suitable at a cost of £67, which was agreed.

b. St Peter's Lytham were looking at their 10 Mission sections and would share their findings later. Both parishes had agreed a follow-up to the Study Day in 2008. The dates suggested are 18th or 25th Sept. Mgr McLoughlin from Liverpool would lead. She also had a copy of a flyer St Peter's used for Christmas ands Easter. There is a walk across Morecambe Bay on May and abseiling in June. Information about puppet worship has been passed to Children's Liturgy

Post Meeting Note: 25th September is preferred

3. Chairperson's Report

All that Bernard wished to say would be covered by items on the Agenda and he would make his remarks there.

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4. Ecumenical

Joint Service on Palm Sunday at Holy Family, with the organist from Holy Trinity. Courses during Lent. Fraternities continue. Next one in May. In the absence of Colin, Father will obtain a Mission update.

ActionPC009.01:

Father to check progress on Mission meeting

Father P

5. Liturgy – Special Item

John C

Catherine had suggested that we make a special effort for Mother's Day. This had proved very successful with over 100 extra in the congregation and special thanks are due to Catherine, John C and all concerned at the school for a very successful event. Austin said that he had been delighted with the response. He was grateful to his staff for all the time and effort they had given to the day. Given the time involved, he felt that one such event a term should be the norm. Pentecost was agreed for the next one.

ActionPC009.02:

Father will look at co-ordinating the Children's Mass, 500 Club and coffee cakes and publish dates

Father P

The Youth Team organised and participated in the Maundy Thursday evening Mass.

6. Subcommittee Reports

a. Administration Report

James Maloney has been appointed to be principal Parish Safeguarding representative and Hayley has been appointed to the supporting role. Father is very grateful that they have agreed to support the parish in this work. The new vetting and barring system will be introduced next year. The Parish Council will do all they can to support them in this work. Father also thanked Kerry Fenton and Bernadette Holliday for all the work they have done over the past few years. This work is not always noticed, but it continues throughout the year and the parish should be grateful for the time Kerry and Bernie have spent since CRBs were introduced in the parish.

b. Finance report

John C reported that the Playgroup (which is independent of the parish) has agreed to sign the rental agreement, which includes an increase in rent to £4 per hour. The agreement should be signed by Thursday. This agreement will run for the next academic year (September 2010 to July 2011). In future, the agreement will be reviewed annually by Easter for the following academic year. Stephen More, the Diocesan Administrator, had helped with the agreement.

Preparation of the end of year accounts is now underway as the bank statements arrived last week. John F said he was pleased to report that the parish has donated over £8000 to various good causes in the last financial year.

The 500 club now has 137 members. Cut off date for new members is the end June 2010. There had been a problem with standing orders, because the diocese had not set up account promptly. All cash should now be in for the year. Monthly draw is £100, £50, 5 x £10. Christmas draw will be amended to ensure that at least 50% of 500 Club income is paid out as prizes.

c. Liturgy Report

Father is hoping to arrange meeting soon. The Easter services have been very successful. He believed that the parish celebration of Easter had been edifying and uplifting. He had also been pleased to receive three people into full communion with the church over Lent and Easter. There had been over 100 additional people in the congregation over Easter.

Bernadette also asked members to look for volunteers for the Children's Liturgy.

d. Pastoral Report

Carmel had little to report, but hoped that everyone would go forward respecting one other and acting as good neighbours.

John F reported that the Journey in Faith group was progressing well, better than expected, with some very good contributions.

The Confession/Holy Communion and Confirmation programmes are all underway.

e. Property Management Report

John C confirmed that the Risk Assessment is complete. Users of the Parish Hall should never lock any of the doors with keys when the hall is in use. He is preparing an Orientation User checklist for all users/groups who wish to use the hall. There is now an Emergency Fire and Evacuation Procedure. Whoever is nominally in charge of the hall should make an announcement before each session. We may have to install a second exit in the church to ensure that there is a safe exit at the busy services. This could be expensive – John C is waiting for a response from the Fire Officer

Most of the jobs so far have been in the presbytery. Gutters and fascias also need attention, which could also be expensive.

f. Social Report

The Youth Team have been asked to man the water station for the Freckleton Marathon.

Application Forms are available for the parish camp.

Applications from over- 18s for World Youth Day in Spain are required by 31/5/2010

Also hoping to organise a picnic on the lawn in summer.

7. AOB

a. CAFOD Christmas Card

Hayley thanked the parish for its generous response to the Haiti appeal and Family Fast Day.

b. Nic thanked Bernard for his welcome. He had found the meeting interesting, especially the visit by the Fire Officer.

8. Next Meeting – Dates agreed: 13/7/2010, 14/9/2010, AGM 26/10/2010

9. Closing Remarks Father thanked everyone for being there. He recognised that it had not been an easy meeting. At least we made progress. He echoed Bernard's remark that, as Parish Priest, he is responsible for the parish.

10. Closing Prayer He closed the meeting with the *Our Father*, and a blessing.

The meeting closed at 9.00 pm

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Schedule for the election of Officers of the Parish Council at the AGM.

Two thirds of the officers to be elected each year

Office	2008 (start)	2009	2010	2011	2012
Parish Council chair	*			*	
Secretary	*		*		
Admin	Part of finance	Appt to be made		*	
Pastoral	*		*		
Property	*	*			*
Social	*	*			*

Liturgy: In 2008, this was part of Pastoral Team, but as this is the most important part of the parish, it was established separately. In this parish it is chaired and appointed by the Parish Priest.

Finance: In accordance with Canon Law and the Bishop's Guidelines, the Parish Priest appoints the Finance Committee.

Canon 537: Each parish is to have a Finance Council which is regulated by universal law as well as by the norms issued by the Diocesan Bishop; in this Council, the Christian faithful, selected according to the same norms, aid the Priest in the administration of the Parish goods with due regard for the prescription of Canon 532.

Canon 532: In all juridical matters, the parish priest acts in the person of the parish, in accordance with the law. He is to ensure that the parish goods are administered in accordance with Canons 1281-1288.