

Holy Family Catholic Church

(Freckleton and Warton)

1 Lytham Road, Warton, Preston, PR4 1AD

Parish Council Meeting 003
19th September 2008 at 7.45pm

Agenda:

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| 1. Opening Prayer | Father Peter |
| 2. Minutes | Distributed |
| 3. Correspondence | Linda |
| 4. Chairperson's Report | Bernard |
| 5. Subcommittee Reports | |
| a. Finance and Administration Report | John F |
| b. Property Management Report | John C |
| c. Pastoral Report | Sally |
| d. Social Report | David |
| 6. Communication | John C |
| 7. Arrangements for the AGM | Bernard |
| 8. AOB | |
| 9. Next Meeting | |
| 10. Closing Remarks | Father Peter |
| 11. Closing Prayer | Father Peter |

Present:

Rev Peter Burns, Parish Priest
John Catterall, Chairperson, Property Management Team – apologies for late arrival,
Jan Courtney-Whiteside,
Hayley Benyon, CAFOD Parish Contact
John Forster, Chairperson, Parish Finance Team
Linda Forster (minutes),
Sally Sutton,
Bernard Whittle, Chairperson, Parish Council

Apologies:

David Allman, Kerrie Fenton, Michelle Holden, Denise King, Helen McDowell, Peter McGuinness, Colin Reed, Carmel Thomas, Sarah Truscott,

1. Opening Prayer

Father Peter opened the meeting with prayer and a reading from the second letter of St Paul to the Thessalonians.

2. Minutes

These had been distributed earlier. No changes.

Action PC001.05:

Explore possibilities for a year planner in Parish Hall.

ONGOING

Property Management Team

Action PC001.06:

Invite Michelle to join the Playgroup Management Committee to provide a link with the school.

Michelle has joined the Playgroup Management Committee

THIS ACTION NOW COMPLETE

Father Peter

Action PC002.01:

Write to Michael Harrison to thank him for his work as auditor.

Post Meeting Note: *Father Peter has agreed to offer Mass for Michael's intentions.*

Letter has been sent to Michael and Father was to offer Mass on 21st September.

THIS ACTION NOW COMPLETE

Linda

3. Chairperson's Report

Bernard said that he was surprised how far we have come since we first met to discuss the formation of the Parish Council He was disappointed in the numbers at this meeting, but recognised that Friday might not be the best evening to meet. The Funday was very successful. There were a lot of people present and a number of passersby joined.

4. Correspondence

No correspondence

5. Subcommittee Reports

a. Parish Finance and Administration Report

The Diocesan Finance Office had asked the parish to repay the amount left from the building of the hall. This has now been paid and the parish does not have a debt. We are operating within the rules of the diocese and it is right to pay off our debt. Thanks to the generosity of our parishioners the parish able to pay its way and we can now concentrate on the spiritual side

b. Property Management Report

The porch has now been decorated and there is an additional noticeboard. The porch roof has been re-felted and the same company is replacing the slates on the church roof.

The new computer has been installed and the webpage up and running. Helen was thanked and congratulated for the work she has done.

The work on the electrics will start mid-October. It is hoped that some of the decorating, particularly the ceiling, will start then as there will be scaffolding in the church. John C will be making an appeal to people to volunteer to help. This could reduce the cost by £5000. There will be some disturbance to weekday services. Weekday Masses could be held in the presbytery for 2 weeks.

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We need to check whether insulation is required in the loft

This year it is proposed that all the wiring, some of the lighting and the decorating in the church will be complete at a cost of £12000. Add to this the cost of repairs to the porch, presbytery, roof slates, sacristy and confessional at approx £3000 and the total cost is £15000.

Next year we would look to buy the hanging lights at £16000. In 2010, we will try and buy the stained glass windows at £6000. We will also need to completely re-slate the church roof as the nails are rusting at a cost of £10,000. The barge boards and guttering will cost about £3000.

In 2011, there will need to be some work on the presbytery roof.

Totals about £62000.

Space on the noticeboard needs to be allocated to official Parish Notices, including the insurance notice and CRB co-ordinators.

No single item is over £5000. It may be necessary to introduce a special collection box and other fundraising events. It was also suggested that a list of items be compiled and parishioners could be invited to contribute. The list could include expensive items, but also items that everyone can afford (e.g tins of paint).

Action PC003.01:

Add Fundraising to Agenda

Linda

Action PC003.002:

***Find out what number of people are allowed in the hall for insurance purposes
It was pointed out the building is not a public licensed building***

John F

c. Pastoral Report

It is proposed that the Play Group should be called the Pre-School Group. This change of name will have to be discussed with the school to determine any possible difficulties. Father liaises with the aunties, but is not sure how many are Catholic. The group should be advertised on the newsletter. The term has started well with 18 children, two are not Catholics. Play Group will have a joint Harvest Festival with the School. New resources have been identified for the sacramental programme. Last Sunday's Mass had been very successful. The children from Holy Family who moved to St Bede's have joined the Youth Group in good numbers. Carmel has arranged a meeting with Paula the chaplain at St Bede's. Next World Youth Day with the Pope is in Spain and the parish should plan to send representative(s). One of the parishioners has asked about a CTS rack in church and this is being investigated. The Wednesday Word is now available on a weekly basis.

Jane Ireland has compiled a programme for the Youth Group. It is similar to last year's. Young people need to be encouraged to help as (trainee) leaders in all youth activities. Sally has asked Clare Bassett, who is training to be a teacher, to help her.

Boys need to be encouraged to be altar servers, as this is often a first step to the priesthood.. Father is planning to talk to last year's first communicants and also at school to encourage more boys and girls to join the team of altar servers.

d. Social Report

The Funday was a great success. We were blessed with dry weather and many people stayed on after Mass. Some passersby also asked if they could join.

The web page is now available to all and Father would advertise it on the newsletter.

The Youth Group had had an enjoyable camping weekend.

The social team will meet prior to Advent to plan some events around Christmas.

The Deanery Pastoral Council had hoped to have a meeting for all involved with young people. This was cancelled, because only two people, both from Holy Family, had indicated they would attend.

The Day for Eucharistic Ministers was well attended.

6. Communication

The webmaster would like some information about each group in the parish for inclusion on the webpage. The newsletter does have the webpage address, but a notice will also be included. The links page is under construction and any possible links should be forwarded to Helen McDowell.

The 2009 dates for the parish council will be set after the AGM and published on the web page.

7. AGM

The AGM is Tuesday 14th October at 7.45pm. Linda will forward the proposed AGM to John C for distribution at Masses on two previous weekends. John will also produce notice for the newsletter.

The chair person of each group will produce half a page for the AGM – preferably bullet points. There will be an open forum until 8.30 pm and the AGM will finish at 9.30. The timing will be monitored to ensure no parishioner is put off by thinking that all parish meetings over run.

It will be proposed that

- all current members are willing to continue, but new members are welcome,
- Existing officers are willing to continue unless someone else is willing to take on officership
- Constitution should be approved by the AGM
- The size of the parish council is as stipulated in the constitution
- Parishioners are invited to suggest future developments
- Chairman request reports to date

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John C will produce a 'planning ahead' sheet for all attendees

8. **Next Meeting**

Agreed at AGM or later, probably in first Tuesday or Friday in January.

9. **AOB**

Father has submitted the application for *Bene Merenti*. The bishop has read Father's recommendation and is in favour, so will forward the request to Rome.

The Bishop's *Fit for Mission Church* is available to the Parish Council, who are encouraged to read it and take appropriate action. The Pastoral team should consider organising discussions, although this may be more appropriate at deanery level. Father could also preach on key issues.

10. **Closing Remarks**

Father said that he was encouraged that the group had come a long way and were implementing the Fit for Mission proposal for the parish. He is hopeful that the first AGM will encourage people to work together, thus building on the success of the Funday.

11. **Closing Prayer**

He closed the meeting by inviting everyone to join him in the *Fit for Mission* prayer.

The meeting closed at 9.35pm