

**ST JOSEPH'S & ST MARY'S PARISH ADVISORY COUNCIL**

**Minutes of the meeting held on Thursday 12th December, 2019 in St. Mary's Church Hall**

**Present: Paul Gallone (Chair), Canon Boardman, Clare Sommerville, Janet Mathias, Daniel Murray, Trixie Douglas, Jane Sutton, Sue Patrick, Liz Reid, Bill Nolan, Teresa Keating, Martin Price, Mary Taylor, Deacon Elfed, Joyce Harding**

<b>1.Opening Prayer;</b> Canon Boardman	
<b>2. Apologies;</b> Mo Misra, Jenny Dunstan	
<b>3. Minutes of last meeting;</b> 17/10/2019 Minutes accepted.	
<b>4. Matters arising –</b> <ul style="list-style-type: none"> <li>Parish website: DM requested consent to claim a Google map entry for both churches, this was agreed. It was also confirmed that minutes can appear on the website once they have been approved at the following PAC meeting.</li> <li>Council of churches: Advent Service was held at St. Mary's. Attendance was not as good as previous years, possibly due to the fact that St. Peter's had put the wrong time in their newsletter. Deacon Elfed said that arrangements next year should be started earlier to ensure participation of all the churches.</li> <li>Health and Safety: the on-line toolbox entry re: emergency lighting. Don Clarey has received confirmation that the system can be checked annually by the parish representatives rather than employing an electrician to do so.</li> <li>St. Joseph's school: Ex officio member: It was agreed that Natalie Lawrence will be invited by PG to attend future meetings as an Ex-Officio representative of the school. MP will ask if there is a teacher to do likewise on behalf of St. Richard Gwyn</li> <li>Coffee after Mass at St Joseph's: More people had attended following this being announced after Mass. CS requested a notice be placed next to the donations plate to explain where coffee funds go; Canon will ask TW for clarification.</li> </ul>	<b>PG/MP</b>  <b>Canon</b>
<b>5.Correspondence;</b> An email had been received from Tony Duffy (a senior lecturer at Swansea University and parishioner at St. Joseph's) offering to give a talk / series of talks relating to end of life care from various aspects. It was agreed that the recent dementia talk had been very successful and that a series of talks as indicated would be of interest. Canon will contact Mr. Duffy and discuss this with him.	<b>Canon</b>
<b>6.Reports from meetings attended;</b> <b>a) Finance Committee;</b> Accounts for year so far are on track. TW/Canon have gone through the electric/gas billing and found them to be correct though the method of billing is a little confusing owing to the number of meters involved. It is intended that Smart Meters will be fitted in the future which will make this easier to keep track of. Gift Aid: HMRC had refunded £15, 208. Shirley Powney currently controls gift aid herself for SJ & SM; there is a proposal that parishes move to a computerised system in the future and TW is reviewing the possibility.  <b>b) Works:</b> <b>St. Joseph's:</b> Leaks in church roof have been repaired at a cost of £25,790, because of its listed status this had to be done with Welsh slate. THE internal walls need to dry out fully	<b>TW</b>

<p>before painting commences in the Spring. The builder noticed some damaged stonework due to the weather which will need attention. A small leak in the cloister counting room has developed; this will be addressed along with a replacement gutter for the Presbytery porch area. The Church Hall - some wall cladding requires attention and will be replaced using wood to be in keeping with current Historic Churches regulations.</p> <p><b>St. Mary's:</b> Outside security lights have been replaced with new LED lights.</p> <p><b>c) Cytun; attended by JH</b> Meeting held on 20th November 2019 Death and Dying Seminar at Holme Tower is on hold for the present. Youth Event at Trinity had been well attended and deemed a great success. Hustings for the election were not held in Penarth because of lack of time. Margaret Ford has retired as secretary of Christian Aid and they are looking for a replacement. Eden Church has now joined Cytun. Confirmation has been received that any homeless person should be reported to the Vale Council who will take responsibility for them. Week for Christian Unity in January: United Service to be held on 19th January venue to be confirmed. There will be no pulpit exchange this year.</p> <p><b>d) Council of Churches Dinas Powys</b> Nothing to report, Advent service already discussed. <b>Other Meetings –</b> None to report</p>	
<p><b>7. Health and Safety:</b> Already covered previously</p>	
<p><b>8. Safeguarding:</b> MT reported things are going well with the new system of checks. CS will commence helping with Children's Liturgy. It would be helpful if a note could be put in the newsletter asking for volunteers for Children's Liturgy. Don Clarey had gone through the parish records and came up with three names. To discuss after Christmas -</p>	<p><b>Agenda item – next meeting</b></p>
<p><b>9. Social and fundraising:</b> MM had sent a schedule of intended social events at St. Mary's: A Pointless Game Night Annual Wine Tasting Quiz Treasurer Hunt walking round Dinas Powys - all dates to be confirmed</p> <p>SP mentioned her intention to look into arranging another trip from the Parish. SP has two venues in mind, Stoodley Castle or Badessly Clinton Both roughly two hours away, cost likely to be a little higher because of entrance fees. Agreed SP should canvass those who had been on previous trips to gauge interest prior to putting an advert out to the wider parish.</p> <p>James Patrick and his youth choir will be singing Carols with festive music on 22nd December at St. Joseph's</p>	
<p><b>10. St. Joseph's School:</b> No report - discussed previously</p>	
<p><b>11. AOB:</b></p>	

<p>Elections for PAC:  PG advised of the following situation regarding membership of the Council:  Mo Misra has completed three consecutive years on the Council and is eligible for re-election for another three year term.  PG, TD, TK are required to stand down having served six consecutive years.  PG will attend next meeting to complete the hand-over process and thanked both TD and <b>TK</b> for their work on the Council.</p> <p>SP mentioned that at Midnight Mass last year James was disturbed from his organist duties by some rowdy individuals who came up to the choir loft. It was agreed that this was unacceptable and that the choir loft was essentially out of bounds except for members of the choir and the organist. PG and BN agreed to ensure this does not occur this year.</p> <p>JM asked if SJ &amp; SM could be dropping zones for Penarth Food Bank. The reason given was that parking outside the Food Bank was difficult. JM said that her “Team” would collect the food and deliver it on Mondays. It was something she felt passionately about. There was some support expressed by individual members, but there were also difficulties highlighted by others. MP said that St. Mary’s would not contribute to Penarth Food Bank as there was already a Food Bank in Dinas Powys administered by the Trussell Trust. Canon Joe added that the problem with St. Joseph’s was the lack of “space”. However he said that he would give it some thought. <i><b>This project has been left “on hold”, pending further discussion at the next PAC Meeting. In the meantime, parishioners are encouraged to continue taking their donations of food direct to the Food Bank.</b></i></p>	<p><b>PG BN</b></p>
<p><b>12. Date of next meeting:</b>  Thursday 13th February at 7.30 pm in St. Joseph's Parish Hall</p>	
<p><b>13. Closing prayer: Deacon Elfed</b></p>	