

ST JOSEPH'S & ST MARY'S PARISH COUNCIL

Minutes of the meeting held on Thursday, 8th October in St. Mary's Church Hall

Present: Canon Boardman, Deacon Elfed Jones, Clare Sommerville, Christiane Cantlay, Mary Taylor, Teresa Keating, Judith Braeman, Benny Augustian, Paul Gallone, Don Clarey, Kevin Lawrence, Marianne Cowpe, Jenny Dunstan, Joyce Harding

1. Opening prayer: Canon Joe	
2. Apologies: Gareth Rein, Trixie Douglas, Martin Price	
3. Minutes of last meeting: 16.7.2015 agreed as correct Record	
4. Matters arising: All relevant matters were included on the Agenda for the meeting.	
5. Correspondence: There was no correspondence	
<p>6. Reports from Meetings attended:</p> <p>(a) Finance Committee: Canon reported on the meeting held on 5th October. It had been a short meeting. Tim White had reported that the budget is on track. Balance of the Parish current account is £20,000 after the £7,000 quarterly standing order for diocesan Levy. This levy used to be based on the number of people attending but now it is linked to Offertory income. We need to retain a balance of £15,000 for working capital and so the Finance Committee decided to transfer £5,000 into our deposit account with the archdiocese.</p> <p>Works: Our outstanding repair works are still on hold. Len Wood the builder has been tied up with the refurbishing work being undertaken at St. Mary's presbytery in Newport which was deemed essential and given priority by the diocese.</p> <p>St. Joseph's cloister roof needs to be reset. We have heard nothing as yet from the Welsh Churches Act Fund, to whom we applied for a grant of £5,000 towards our expenditure on the two churches last year. The rear door frame in the church hall is rotten. It is too big a job for a handyman so we are looking for a local contractor.</p> <p>St. Mary's: Church: loose blocks, re-positioning of benches and shelf ongoing. One of the window frames in the hall is broken and needs looking at and the cistern needs replacing in the boys toilet and the external door in the hall needs re-setting.</p> <p>Canon said that we need a person whom we can call on to undertake the smaller jobs that arise. Val Kacal has been asked to contact somebody he knows. If this is unsuccessful we may need to look again at census forms</p>	<p>Canon DC PG</p>

to see if anybody might be suitable to approach for such a position or it might be appropriate to place something in the newsletter.

MC offered to recommend some people who would be able to undertake the work if Canon felt this was appropriate.

It was agreed that there was a need to have a list of the work that needs doing before being able to approach anyone to give them an insight into the type of work they would be asked to undertake.

Canon, Paul Gallone and Don Clarey would discuss this further and get a list together.

A meeting is to be held on 13th Oct to launch the new Health and Safety on line system which will centralise all H&S matters at Archbishops House. Canon, Mike Bamber and Martin Price are to attend.

(b) Cytun (Penarth):

CC had attended the recent meeting on 16th September. The new Chair is Mrs. Anne Niblett from Tabs.

The Sheep Trail will go ahead again this year as it was successful last year. The December Christmas March will take place on 19th December, starting at Penarth Heights and ending at the St. Fagan public house.

Phil Kingston is to give a *talk* in Stanwell Rd Baptist Church on 21st October under auspices of Justice and Peace, on "Challenges by Pope Francis about the environment and social justice".

The Food Bank was discussed as was CAP which is a project which will assist people re finances, job seeking, etc.

Dates to be announced for start of Lenten Groups

(c) Council of Churches (Dinas Powys):

MC, Mo McCarthy and Sheila Collins had attended. SC gave a presentation re climate change.

Chairman gave a report re Lenten Groups.

Treasurer's report given, some subscriptions were overdue.

18th October there will be a One World Week service

The Advent Service in St. Mary's is in hand. KL, EJ, MC and Mo McCarthy will finalise details. All churches have been approached with regard to readers etc. It is hoped attendance will be better this year as the service has been moved to a Tuesday.

The next meeting of the Council will be in January.

MC gave Canon a copy of the minutes.

(d) Other Meetings.

CS had received an invitation to the Garden Party at Archbishops House to launch the Programme of Events for the celebration of the Centenary

Canon/DC/PG

<p>of the Foundation of the Archdiocese of Cardiff. Programme of Events circulated for committee to look at. More information will become available in due course.</p> <p>MT had attended a Catechists meeting in September lead by Fr. Gareth Leyshon discussing First Communion and Children's Liturgy. There will be an on line form set up for First Communion catechists and Children's liturgy catechists and this should be available on the Archdiocesan Website. There were lots of ideas on how to conduct the liturgy eg: taking a candle from the church to lead the children out. It was hoped that catechists from both our parish communities could meet up to discuss ideas and also to discuss the training of new catechists.</p>	
<p>7. Health and Safety: Already discussed.</p>	
<p>8. Environmental Health Issues: nothing to report but there was a query regarding the cooker in St. Joseph's Hall. Canon indicated that there should be no cooking undertaken and it was agreed that the best course would be to remove the hob altogether.</p>	Canon
<p>9. Safeguarding: All forms for St. Joseph's are complete. AC is completing forms for people in St. Mary's eg: film club.</p> <p>Disclosure and Barring Procedures: the administration staff in Cardiff are being trained in the new system and once they have completed their training they will be able to pass on the information to parish reps.</p> <p>An E-Learning on Safeguarding Awareness has been purchased and is available free of charge to all members of the Catholic Community. Interest can be registered by emailing: safeguarding@rcadc.org.</p> <p>A recommendation has been put forward that all parishes have a CEOP button on their parish website,</p> <p>There is a need also for a form for people from outside groups to sign if they are using church premises, such as church halls, to indicate they have their own safeguarding cover.</p>	
<p>10. Social and Fundraising Activities: -St. Mary's are holding a Christmas Quiz in aid of Shelter Cymru on 28th November.</p>	
<p>11. Youth: SVP: Catechists for Confirmation had met to go through programme for next year. Instruction to start after half term. The group will visit Amelia Trust Farm but this time will not stay overnight. The junior SVP are planning something during half term for the confirmandi.</p>	
<p>12. Website: Nothing to report. Note to go in the newsletter requesting that people send in items. It was suggested that the Census form could be linked to the website so that people could download it to complete and return to church.</p> <p>Agreed it was ok to go ahead and put CEOP button on website.</p> <p>Parish Census: There were 370 replies. It was a very useful exercise. MC felt that all the people who had put their names forward for various activities should be contacted or they might become disheartened.</p>	DC

<p>Canon felt the wording on the Census had plainly stated that people would be contacted should a need arise. There were certain groups that he would need to oversee anyway (such as Eucharistic Ministers, Hospital Chaplaincy team, Counters, Altar Servers etc).</p> <p>PG suggested a note be put in the newsletter thanking everyone for their offers of service and that they would be contacted if need arose.</p> <p>DC and Canon to look through lists and possibly give names to organisers of various groups in the parish who could contact people if they felt it would be useful to recruit extra help for their particular group.</p>	DC/Canon
<p>13. St. Joseph's School:</p> <p>JD reported that the Circus had raised £900. There will be a Disco and Christmas Fayre and the children will be involved in the Advent Carol Concert on 13th December in St. Joseph's Church.</p>	
<p>14. Parish matters:</p> <p>JB Nothing to report</p> <p>CC Nothing to report</p> <p>EJ reported there would be a Service of Licensing of Rev Mark Jones, the new minister at St. Augustines on 18th October.</p>	
<p>15. Canon Joe:</p> <p>Canon Joe mentioned that Sr. Joseph Mary is on long term sick leave and is unlikely to be returning to Penarth. She is at present at Devizes and her future is unsure at present. There will not be a replacement for her in the parish; there is now a need</p> <p>To look more closely at the rota for Eucharistic Ministers as many have been covering various aspects in Sr. JM's absence. There is a need for more ministers.</p> <p>It is difficult to know how to mark her move from Penarth. Canon to give some thought as people felt the appreciation of the parish for all her work should be shown in some way.</p>	Canon
<p>16. Any Other Business: UCM Centenary:</p> <p>The UCM had held a very successful evening with Mass and a celebration in the hall afterwards which was enjoyed by everyone.</p>	
<p>17. Date of next meeting:</p> <p>THURSDAY 10th December, 2015 at 7.30pm in St. Joseph's Hall</p>	
<p>18. Closing Prayer: Deacon Elfed</p>	