

MINUTES of the 244th meeting of the Parish Pastoral Council held on Thursday 1st June 2017 at 7.30pm in the Parish Centre.

PRESENT: Mrs Josephine Lea, in the Chair, Mrs Elaine Durbin, Mr Andrew Duxson, Mr Richard Hall, Mrs Carole Kelly, Mrs Gillian Millyard, Ms Rosemary Muntus and Mr Allan Scott.

IN ATTENDANCE: Simon Millyard, member of the Finance Committee and Frank Lea, Clerk to the Council

APOLOGIES: Father David Finegan, President of the Council, Mrs Christine Cannon, Mrs Yvonne Hannan.

WELCOME AND OPENING REMARKS: The Chairman welcomed everyone and opened the meeting with a prayer. Jo then stated that the news regarding the death of Father David's mother early on the morning of 30th May had been widely disseminated through various parish groups. It was now known that the funeral would take place in Settle on Monday 12th June at 11.30am. Jo said that once Father David had everything sorted out in Settle she had suggested that it was important for him to have a proper holiday before returning to Stowmarket permanently to resume his duties in the parish. This was wholly and unanimously agreed by the whole of the Council.

16/17 MINUTES OF THE PREVIOUS MEETING: It was agreed that the MINUTES of the 243rd meeting of the PPC, held on 17th January 2017, constituted a true record. They were signed and dated by the Chairman.

17/17 MATTERS ARISING: There were none.

18/17 ANY OTHER BUSINESS NOT SCHEDULED FOR THE AGENDA: None.

19/17 REPORT FROM THE PARISH FINANCE COMMITTEE: Simon Millyard reported on the meeting that had taken place on Tuesday 16th May 2017. Simon reported:

- ❖ The parish finances are solvent with income matching or slightly more than expenditure. The parish remains on a sound financial footing.
- ❖ The Church Hall improvement works are progressing through the design and consent stages. The improvement works have three components to them,
 - a. Installation of a platform lift for disabled access
 - b. Refurbishment of the kitchen to modern standards and the forming of a store to free up the curtained area near the main entrance
 - c. Refurbishment of the toilets to make them more appealingCurrent status is that is that an application has been made through the architect for building regulation approval for the works. This has prompted some questions about the fire assessment requirements which are in the process of being answered.
- ❖ The Fire Risk Assessment has identified some works that require doing now and these will be progressed.
- ❖ The church is to be painted inside this month. A softer colour has been selected to create a warmer overall effect.

It was also reported that a cleaner had been appointed for the church and Parish Centre. The next meeting of the Finance Committee will take place on Tuesday 5th September 2017

20/17 PPC MEMBERSHIP – FORECAST OF VACANCIES AND RE-ELECTIONS: The Secretary reported that two vacancies would occur on the PPC in October when Yvonne Hannan and Rosemary Muntus came to the end of their four year tenures of office. Six other members, namely, Elaine Durbin, Andrew Duxson, Richard Hall, Carole Kelly, Josephine Lea and Allan Scott would come up for re-election. The Chairman asked that the latter group agree to put themselves forward for a further period of service on the PPC and that suggestions be made regarding the filling of the two vacancies.

21/17 DIOCESAN COUNCIL OF LAITY: The Chairman stated that there had been no meeting since the last PPC meeting, but the next gathering would take place on Saturday 1st July 2017 and she would attend on behalf of the parish.

22/17 DEANERY COUNCIL OF LAITY: The Chairman reported that the last meeting had taken place on 24th May. Jo said that all parishes had reported activities in their areas. She also reported on the forthcoming Day of Retreat and Recollection for Lay Ministers of Holy Communion which will take place on Saturday 14th October at Clare Priory. Full details are to be given in next weekend's parish newsletter and she urged all current Lay Ministers to avail themselves of the event which will be led by Father Tony Rogers. She also stated that readers' training was to be conducted by Tish Nicholl but that she would conduct training in parishes catering for groups of no more than 25 persons. A date for Our Lady's would be arranged for later in the year.

23/17 REPORT FROM THE PASTORAL GROUP: Gillian Millyard reported. She said that the Mass for Sick and Housebound, 19th March, had gone very well. Sixteen parishioners had been anointed and eleven had received cards assuring them of our prayers at the Mass. An excellent tea followed as usual. . The next project would be to recruit additional contacts, but this would not be undertaken until Father David returned. She did say that what was probably needed was to have a parish weekend that would encourage all parishioners to decide what part they can play in our parish family. The church needs everyone to do more than just turn up at Mass.

24/17 CATECHIST'S REPORT: In the absence of Debby Kerry there was no report.

25/17 NEWS FROM CAFOD+: Rosemary Muntus reported. She said that there had been a very successful parish Soup Day in March and had assisted at a soup and pancake evening held in the parish church hall. She also reported that the group had supported Christian Aid with a cake stall at Our Lady's, £102, and a Tea Party at the home of Annie Bowen-Wright, £103. She also said that the group was in the process of reviewing the monthly Fair Trade stall in the parish and considering future projects, but that no final decisions would be made until the return of Father David.

26/17 PARISH SOCIAL COMMITTEE: Carole Kelly reported. She said that a joint venture with the Stowmarket United Reformed Church was planned on Saturday 27th September. This was to be a fashion show mounted by the “Pop-up Shop”. Further details would be advised to the parish in due course. She also said that the annual Summer Parish party would take place at the Cedars on Sunday 2nd July. The next film afternoon was planned for Wednesday 7th June.

27/17 NEWS FROM STOWMARKET CHURCHES TOGETHER: Carole Kelly reported. The combined service for next year’s Week of Prayer for Christian Unity will take place in the Methodist Church on Sunday 21st January starting at 6pm. Daily prayers would be held in the United Reformed Church as usual.

28/17 STOWMARKET & DISTRICT FOOD BANK – UPDATE: The Chairman reported. Jo said that current level of stocks was low having dropped to just one and a half tons. Replenishment from the Lowestoft Food Bank would be undertaken in the near future. Jo did, however, say that Our Lady’s contributions continued to be very good both in cash and kind.

29/17 PARISH SOCIAL MAGAZINE: Yvonne Hannan had sent her apologies and said that she was happy to carry on editing the parish magazine. Level of items and contributions enabled her to get issues out at regular intervals.

30/17 ANY OTHER BUSINESS: There was none.

31/17 DATE OF NEXT MEETING: The next meeting, the 244th, will take place in the same location on **Thursday 14th September 2017**. The meeting would start at **7.30pm**.

The Chairman drew the meeting to a close with a prayer.

There being no further business the meeting ended at 8.52pm.

Signed Date