

Joint PPC Meeting

29<sup>th</sup> April 2020 by video conferencing

MINUTES

Present- Father Martin, Ann King, Barbara Payne, Sue Nash, Lorraine Doyle, Jenny Cieslik, Christine Hulley

Apologies- Esme Hall

Not present or no apologies- Sandra Mellor-Fallon, Natalie Mellor-Fallon.

Father Martin opened the meeting with the reading and prayer of the day (pm)

### **34/20 Corrections-**

Typo corrected in the third paragraph.

Item 24/20 should read CH is the representative for St Mary's on the executive board. Item 25/20 should read- The 'Christian Unity' service

### **35/20 Matters arising-**

The audio of the Sunday Mass organised by Father Martin has been received by a few people. Father Martin asked for some feedback with regards to the audio Mass, due to only a couple of responses Father Martin has decided to withdraw from this service of the Mass. Many people are connecting to the Mass with the Bishop, Walsingham or other online Masses.

The standing orders for the constitution are as follows-

Minutes to be distributed to the committee within seven working days.

The agenda to be distributed seven working days before the meeting.

The meetings will take place on the last Wednesday of every month for a period of not longer than one and half hours.

Any member should contact AK or Father Martin if they have anything to add to the AOB.

The committee agreed to the standing order.

*Item 30/20* AK confirmed that she had sent a thankyou card to Paul Bailey for her time and leadership of the two training sessions.

*Item 33/20* AK confirmed that she had contacted the three schools to ask that they include the parish newsletter onto their school website.

*Item 33/20* AK also mentioned that she had not liaised with SN re- the note for the distributors of the parish newsletters as she thought that the system was working well.

### **36/20 Social Action webinar and survey**

JC spoke about the survey, the main focus of the survey is to find out what the parish are doing with regards to how we are supporting people who are isolating and living alone during the lockdown in our parish. It would be better if it was a collective response, the committee were asked for their knowledge and any information about this issue. SN suggested that we include the 'Helping hands' group for their input for the survey. The distribution of the newsletter would be included along with the prayer group initiatives, asking people for prayer requests, and cards sent to the people that they are praying for. The telephone numbers of the PPC members are being used to keep in touch with those that are isolating and/or living on their own. These are safe and well calls as well as a point of contact for any help that they may need. The 'Helping hands' group help with collecting and distributing prescriptions.

Father Martin uses his Youtube channel to reach out to the local community and beyond. Father Martin also keeps in touch with his blog, email and telephone calls to people. He is making more telephone calls to bereaved families due to the circumstances we find ourselves in.

Father Martin suggested that if anyone else remembers something that they wish to add to the survey to get in touch with JC.

### **37/20 Finance**

LD is continuing her work with the end of year finances. The accountant for the diocese has asked LD to send the financial data for now and last years so that a comparison can be made.

LD suggested that we add information about standing orders onto the newsletter as we have not received very many, this was agreed.

SN asked if LD had managed to complete a monthly expenditure and income report. LD agreed that she would try and sort this out asap. A question was put forward as to whether there was any process in place to collect envelopes especially for those people who did not have access to any technology. There is no formal process at the moment. However some people are posting envelopes through Father Martin's letter box. Father Martin has made it clear if people require a form they are encouraged to give him a call, not many have responded. Moira Hind has volunteered to organise the gift aid for the envelopes etc. It was decided that the newsletter would include details of how

to continue with their weekly collection every 2/3 weeks.

Action-AK to contact David Townend to discuss how we move forwards with the envelope system and continue counting, a monthly count and banking was suggested.

CH to contact David Blake (same as above)

This must be inline with government and diocesan guidance.

Father Martin asked if LD could produce for the next meeting the financial data for February and April of this year so that we could make our own comparisons.

**38/20** Priorities discussed at the training session will be deferred to the next meeting, so that people could read through the notes which were sent just before our meeting.

### **39/20 Upkeep of parishes**

AK was concerned due to the lack of the weekly collections as to how Father Martin was coping without his regular income from the collections. Father Martin assured us that he was fine and managing, that the Bishop keeps in touch with his priests and reviews their current position. Father Martin also pointed out that there was an increase in funerals, but that himself and Father Daniel had decided to reduce the fees of a funeral. As they felt that they were only spending a short time at the grave side and could not offer a service. They decided that the stipend would be £80.

The maintenance of the grounds of both churches is being kept up by the regular volunteers. This also will have an impact on the security as people are seeing volunteers at work.

### **40/20 Youtube channel**

Father Martin informed us that seventy eight people had subscribed to his channel. The committee really liked his meditations and asked if he could offer anymore in the future. Maybe a link and/or reminder could be put onto the weekly newsletter.

### **41/20 Correspondence**

Neither Father Martin or AK had received any correspondence. LD and Father Martin are waiting for the annual returns.

### **AOB**

CH informed the group that the Sycamore course was mentioned on the Walsingham website. CH to confirm and send any information to Father Martin.

**Date of next meeting 27th May at 6.30pm**

Closing prayer led by Father Martin and we all recited the Our Father together.

The meeting closed at 19.40pm.