

**Minutes of the Pastoral Parish Council Meeting of  
St Cuthbert and the First Martyrs of Rome**

held on Wednesday, 25<sup>th</sup> April 2018 at First Martyrs' Hall.

**Meeting commenced at 5.30 pm**

**Present:** Anne Balson (AB)-Chair, Yvonne Coppin (YC), Hermie Davy (HD), Roxanna Drake (RD), Pat Featherstone (PF), Mary Gilmartin (MG), Gregory Knowles, Philip Walsh (PW), James Wierzbicki (JW), Christine Walker (CW) and Jo Geoghegan (JG)-Secretary.

**1 Welcome and Opening Prayer**

AB welcomed everybody to the meeting and asked Gregory to lead us in an opening prayer.

**2 Apologies for Absence**

Late apologies: Eileen Boyle (EB),

**3 Minutes of meeting 11<sup>th</sup> January 2018**

It was agreed they were accepted as a true record.

**4 Matters Arising**

Property Update

GK has agreed to a quote for the removal of the asbestos at FM; the work will be carried out in due course. At present there is no further progress with the issues at SC and the wooded land at FM.

Music at SC

There was no response to the request in the weekly Newsletter for someone to play the organ at SC on a regular basis. Appreciation was expressed again for Christina Walsh playing at the Vigil Mass from time to time.

Marking of cleaning equipment and materials at FM

GK reported that he has bought new equipment and materials along with white masking tape on which will marked their use.

**5 Reports from Groups**

Finance

There was no financial update available for the meeting. The Diocesan System is being used but at the moment a print-out for this Parish has not been obtained. PW to follow this up.

GK reported that DS has been asked to have the accounts ready for 5<sup>th</sup> May.

The weekly Offertory collection is reported in the Newsletter every week.

The revenue account for the bar at SC has now been regularized and as at FM GK now banks the takings to the parish account; income and expenditure for this item is recorded for both churches in the same way.

Property

No further report from the item under matters arising.

Children's Liturgy-CW

The liturgy takes place at the 10.30 a.m. Mass at First Martyrs' every Sunday during term time. 4-6 new helpers are required to assist the leaders especially when there is a large number of children. Some interest has been shown; CW will deal with their induction. GK has suggested that a letter asking for helpers should be given to the children to pass onto their parents/guardians/carers. Anyone interested should contact CW or GK. There was discussion about the age range for those participating in the Children's Liturgy; it was decided that it was aimed at children from Reception to Year 6. Secondary-aged children should not go down unless they were in charge of a younger sibling.

After Mass Coffee and CAFOD-MS by email

After Mass Coffee is still ongoing and are reported in the Newsletter, raising money for the Parish and CAFOD. Over £500 was raised for CAFOD over this past year.

Justice & Peace, Inn-Churches-DS by email

The group met in January and are due to meet in May. 'Toilet Twinning' continues. Messy Church is held once a half-term. We are still collecting for the Metropolitan Foodbank. Members help with CAFOD days and attend Diocesan J & P events.

We hope to do 'Inn Churches' Shelter again this year with the help of the Parish.

Many joint activities have taken place recently

- United Service at St Phillip's Gillington
- Lent Group meeting at St Martin's Haworth Road: theme the film "The Way"
- Prayer Breakfasts at St Cuthbert's Unity Hall in Holy Week
- Palm Sunday Service on Haworth Road before the Sunday services at the 3 Upper Heaton Churches
- Good Friday Walk of Witness in Manningham

**Action**

GK

PW

CW/GK

• **Easter Sunday Dawn Service on Heaton Hill with breakfast at St Barnabas' Hall**

**Flower Team-YC**  
A small group arranges flowers for both churches. It was agreed that the churches were beautiful and joyful for Easter. YC thanked the parish for its support both in terms of finance and encouragement. As always new team members would be welcome.

**Troops-Clare Bussingham**  
The troops are going well. Its community is changing with fewer from the parish but 32 girls but from different backgrounds. The programme for the summer term includes outdoor activities -water fight, cooking and trips with other guiding groups being the highlight. The term will end with a Summer Party in Gregory's back garden. The Troops would like to acknowledge the continuing support of Father Gregory and the Parish which is appreciated.

**SVP**  
SCFM Conference still works with St William's fledgling group. Increasingly the SVP works with cases of increasing poverty particular amongst immigrants. There is often a need for interpreters; this is becoming an issue. As always more volunteers are needed.

**SVP**  
The UCM in the parish has 4 individual members who for one reason or another have been unable to fulfil their usual activities. They are hoping to do something for the Peru Mission, maybe when the Diocesan Children's Choir sings at FM-cancelled twice because of the weather! Christine Walsh has craft and food items to sell. £213 was raised for the Sylvia Wright Trust.

**St Cuthbert's Players**  
No report as such but those who attended or took part in the production 'Oliver' last week thoroughly enjoyed it. Thank you to all who were involved.

**Safeguarding-RD**  
All completed applications have been processed and accepted. The last group to compete the DBS process is the Extra-ordinary Eucharistic ministers. An updated list of volunteers is being set up for the parish. There is a notice in the Church porches and on the website detailing how Safeguarding in the parish can be accessed.

New rules on data held come into force in May. The parish needs to comply; Clare Halliday has been on the Diocese's course. Those who hold data need to update it and must obtain consent from those on their lists.

**6 Chordiality Contribution**  
It has been suggested that new hymn books be bought for St Cuthbert's Church. Various types discussed. MG to investigate.

**7 Grounds Maintenance**  
GK has engaged volunteers to clear up the litter on a regular basis. GK will deal with the front and rear gardens at the presbytery. Team to be reassembled and a rota drawn up. The list of volunteers from last year needs to be found.

**8 Social Events**  
Amongst others there has been successful St Cuthbert's production, joint Parish/Primary School Quiz Night and the St Patrick's Social Charity Event. The Youth Choir had to be cancelled twice of bad weather.

**9 A.O.B**

- A parishioner has asked if Gregory would consider including a brief summary of his weekly activities on behalf of the parish on the Newsletter enabling parishioners to be made more aware of the good work he does on our behalf. This was discussed and it was felt that it would help if we could see an example of this to clarify what was required.
- The rotas for Readers and Eucharist Ministers should be revised as some people on the rotas have left the parish without removing their name from the lists.
- It was decided that the date for the November Fayre would be 18<sup>th</sup> November 2018.

**10 Preparation for Open Meeting 8th July 2018**  
This would take the form of a report back session with questions on the reports themselves. Other items for consideration by the PPC should be referred in the usual way to members of the Council for inclusion in the regular meetings. Notices will go the in Newsletter. Present members offered to stand for re-election if required; new members are always welcome.

**8 Date & Place for the next Meeting**  
8<sup>th</sup> July 2018 at First Martyrs Church Hall after 10.30am Mass  
12<sup>th</sup> September 2018 at St Cuthbert's Unity Hall

The meeting finished at 7.07pm.

**Action**

RD

GK/CH

GK/MG/  
CH

GK/CH/  
JW &  
others

JG

GK/PF/  
CH