

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

held on Sunday, 7<sup>th</sup> July 2019 in First Martyrs Hall.

## **1 Welcome and Opening Prayer**

Anne Balson (AB) welcomed everybody to the 12<sup>th</sup> Annual General Meeting of the Pastoral Parish Council and invited Fr Gregory to lead us in prayer.

The Chair outlined how items should be raised to the Parish Council; these can be raised initially with Father Gregory or a Council member. An outline of the item to be discussed with a proposal which can then be discussed at the next committee meeting. The Open Meeting is essentially a report back session. Parishioners are always asked to do this on the notices which appear in the newsletter before each meeting. Today we will take questions at each group report.

## **2 Members Present**

17+ parishioners registered as being present at the meeting. List available from the minute secretary.

## **3 Apologies for Absence**

Pat Featherstone, Angela Hurtault and David Somerville. It was noted that there was Chordiality performance at 2.30 this afternoon.

## **4 Minutes of the Meeting of 8<sup>th</sup> July 2019**

These were accepted as a true record.

Proposed: Eileen Boyle

Seconded: Mary Gilmartin

## **5 Election of members of the Pastoral Parish Council for 2018-19.**

Every year the PPC is re-elected at this meeting for the coming year. Members stay on the council for a term of 3 years and each year a section stands down. An appeal for new members has been made via the Parish Newsletter and by individual approach from Council members. Those due to stand down are Anne Balson (AB), Eileen Boyle (EB), Mary Gilmartin (MG) and Yvonne Coppin (YC). EB, MG & YC have agreed to stand again, AB wished to stand down. Hannah Hayward (HH) has offered to come on the Committee. Nomination forms were accepted. The new formation was accepted, proposed by Mollie Somerville and seconded by James Wierzbicki.

A note was made of AB's contribution to the Parish Council and thanks given for her stewardship as Chair for the last three years. AB made a request for a nomination for a new Chair for next year.

YC put her name forward which was accepted, proposed by AB and seconded by MG.

## **6 Review of the last year from Parish Groups**

- Spiritual life of the parish-GK

Spiritual events are recorded at each meeting and publicised in the Parish Newsletter-Baptisms, Sacraments of Reconciliation & Holy Communion and Confirmation along with weddings, funerals, discussion groups. YC commented it was good to see altar servers back.

- Children's Liturgy-CW

This is not active at the moment due to difficulties with rotas; currently there are 4 volunteers. It might possibly resume in the autumn taking place once a month. Hopefully a request for volunteers will be in the school's newsletter in September. A DBS checks is required.

- Churches Together-Girlington, Heaton and Manningham Council of Churches-DS/MS

Many joint church activities took place including the Advent Carol Service at First Martyrs, the United Service at St Barnabas' in Heaton, the Palm Sunday walk at Haworth Road, the Easter Dawn Service on Heaton Hill and Pentecost Praise in the Park. There have been Holy Week Prayer Breakfasts at

St Cuthbert's Hall. On Good Friday there was successful walk of witness from Little Lane to St Paul's along Duckworth Lane and Lilycroft Road and Oak Lane. Various carol services took place including at the BRI and the Hare and Hounds as well as some of the Senior Citizens residences and Morrison's Girlington. Joyce Sullivan and Mollie Somerville are the lay reps for the SCFM parish. The Ark shop continues well, attracting Lynfield Mount patients among others as customers and making quite a good amount of money for local charitable activities including InnChurches. This year 2 churches – Trinity Methodist and Little Lane – are closing and the 4 Anglican churches – St Philip, St Barnabas, St Paul and St Martin have combined as one parish.

- Finance-YC

A summary of the parish accounts for 2018/2019 was tabled which also showed a comparison with 2017/2018. This year shows a deficit of £11,670.00. Parish income remains about the same, last year's Gift Aid figures are disappointing as much work has gone into checking figures but they were overstated, with some loose plate money going in by mistake. Figures are not totally up-to-date, more are in the pipeline. Routine repairs have cost more during the last year. Lead was stolen from the roof at FM and £3K was needed for the hire of a cherry picker and the work to replace the lead. The Allchurches Trust awarded a grant of £2,000 towards the boiler work at SC. Boiler replacement has finished at SC with expenditure of £6.1K for asbestos removal, £4K for temporary heating and £27K for the actual boiler work. Management survey and site inspection costs are in addition. Money-£140K held with the Diocese on our behalf will be used. The hedges were cut, gardening maintenance costing nearly £700.

The Diocesan financial recording system is now used and figures reflect the timing of the clearing of cheques for example. This sometimes distorts the figures at a given moment.

- Flower Team-YC

A small team of dedicated flower arrangers work to provide weekly arrangements as well as for special feasts such as Easter and Christmas. The team will strive to meet special requests. As always more volunteers are required.

- Hospitality (after Mass Coffee etc.)-MS

Coffee mornings and evenings keep going and get reported in the newsletter, raising money for the Parish kitchens and CAFOD. As a Fairtrade parish, the tea, coffee sugar and biscuits used are all fairly traded and available to be used at other parish events. Since August 2018 we have averaged 10 people donating £9 at St Cuthbert's and 20 people donating £14 at First Martyrs after mass for refreshments. It was proposed by GK that this should be discussed at the next meeting.

- Justice & Peace-DS/MS

We are carrying on with the 'Toilet Twinning', which has meant that we have paid for 8 toilets in the last 2 years. Messy Church has finished unfortunately. CAFOD Lent Lunches and first Friday of the month continue as reported in the newsletter. We still collect for the Metropolitan Food Bank. We took part in InnChurches in December 2018 which involved many people in and outside the parish and we plan to do the same this coming 16th-23rd December. We led a Lenten Stations of the Cross. The Green Tip is published weekly in the parish newsletter.

- Property-JW

As mentioned previously lead was stolen from the roof at FM earlier in the year.

With Father's permission a letter was sent to Kevin Anderson (KA) at the diocesan property division by a small group, AB, JG & JW, on behalf of the PPC requesting immediate action with regard to the lack of heating at SC for the second winter. A first meeting took place on 20<sup>th</sup> October with KA and his colleague James Martin. At this meeting KA freely apologised for the impasse. From there a further series of joint meetings with the Finance & Property Group took place and finally a plan of action was formulated. Steps were put in place in February and the work has recently been completed with the necessary paperwork. The heating is working and at the moment is running to enable the fabric of the church to dry out.

Hot water has been installed in the washrooms at FM with a donation from Christine and Vincent

Walsh to mark their recent special wedding anniversary. Thank you to them.

A Quinquennial review of the parish is underway; an inspection at SC has been completed with one at FM to be carried out in mid-August. KA is suggesting a 3/5 year plan of action rising from these reports.

A water leak is suspected, as Yorkshire Water queried the higher use of water.

The grounds were tidied up before Christmas but further work is needed.

There has been no progress by the Diocese with the woods at the back of FM.

#### Fire Health and Safety-Benedict Hanney-BH

Barry Lewis carried out inspections with BH; a schedule of work is with the Diocese.

- Troops-CB by email

The Rainbows, Brownies and Guides have had a great last term and have used First Martyrs' more than St Cuthbert's because of the outdoor space and larger kitchen. Looking back over the year we have successfully introduced the new girl guiding programme, had sleepless sleepovers, created beautiful buns and bakes, learnt how to be safe, taken part in numerous events and done lots of crafts – having loads of fun and sharing lots of laughter along the way.

We are looking forward to August bank holiday weekend when we are taking the Guides to a Guiding festival called Wellies and Wristbands for 4 days. This is a massive opportunity for our girls to take part in a massive event, be away from home for a long weekend, have a go at loads of different activities and see new upcoming bands each night. They're truly excited!

We would like to thank Father Gregory for allowing us to use his back garden this term and the Parish and Father for all their support throughout the year. We really do appreciate it.

- St Cuthbert's Players-BH

Something different was tried with a very loose adaptation of 'Cold Comfort Farm' in April - changing it from a satirical novel to a farcical murder mystery. Audiences were smaller than usual, maybe because there were no children in the play but appreciative and feedback was good. The group start rehearsals in September for the annual pantomime which will be put on in December.

The lighting used in previous productions was past its best so new equipment was hired and it proved to be very good.

- SVP-AB

Clientele is changing with an influx of immigrants from Eastern Europe. They come with nothing so there are bigger, more complicated problems. The SVP cannot pay rent and there are many disputes between landlord and tenant. A group called Cedar Housing have been contracted through national policy to relocate homeless families. They have no benefits because on moving area families need to reapply so a family can be 6/8 weeks without money. This places a strain on the resources of the SVP. CHAS provides goods as in the past but has higher costs and has to cover these. It is still a not-for-profit organisation.

- Social-GK

There have been a number of successful events which are advertised and reported to the PPC and in the Newsletter.

- Safeguarding-RD

Steady progress has been made since the introduction of new safeguarding requirements for volunteers working within the parish with vulnerable adults, young people and young children. Volunteers are expected to complete diocesan safeguarding forms which are returned to the safeguarding office at the Diocese of Leeds for checking and processing. Following a successful application the names of volunteers are registered on a secure data base by the Catholic Safeguarding Advisory Service (CSAS).

The parish now has a range of volunteers who have been through the process. Jo and Roxanna, the two representatives equally share the responsibility for safeguarding in the parish with Father Gregory. If any member of the community has any concerns with respect to safeguarding issues they can approach either Jo, Roxanna, Father Gregory or the safeguarding office at the Diocese of Leeds.

It is important that any member of the parish volunteering their services and time who are going to be in contact with or work with young children or vulnerable young people and adults see either Jo or

Roxanna who will guide and support them through the necessary requirements of safeguarding. Bishop Marcus is keen to ensure that all necessary checks are in place thus making him aware that the diocese and Catholic Church is supporting its volunteers.

List of groups

Eucharistic Ministers; SVP, InnChurches Leaders, Children's Liturgy, UCM; Troops, Messy Church Leaders, Sacristans, St Cuthbert's Players Leaders, Safeguarding Representatives and the Parish Priest.

- U.C.M.

No report.

Father Gregory added his appreciation for the work done by the PPC and the Finance and Property Group in a respectful and consensual way. Their service to the Parish should be acknowledged.

### **7 Date of next Council Meeting**

Wednesday 25<sup>th</sup> September at First Martyrs Church Hall at 5.30 pm.

The meeting closed at 12.54 pm with a thank you to those attending.