

**ST JOSEPH'S & ST MARY'S PARISH ADVISORY COUNCIL**

**Minutes of the meeting held on Thursday 16<sup>th</sup> January 2023, St. Mary's Church Hall**

**Present:** Bill Nolan (Chair), Monsignor Boardman, Clare Sommerville, Nikki Price, Martin Price, Daniel Murray, Jane Sutton, Mary McCarthy, Christiane Cantlay, Jenny Dunstan; Joyce Harding

<p><b>1. Opening Prayer;</b> Monsignor Boardman</p>	
<p><b>2. Apologies :</b> Paul Gallone, Mo Misra, Liz Reid, Sue Patrick, Mary Taylor, Deacon Jones</p>	
<p><b>3. Minutes of last meeting :</b> 17.11.2022 Accepted and agreed.</p>	
<p><b>4. Matters arising – not covered on agenda items</b></p> <ul style="list-style-type: none"> <li>• Archdiocese Health and Safety portal including asbestos report up to date.</li> <li>• Hosting change to Diocesan/Yogi template (DM reported still not finalised)</li> <li>• Fire Inspection due to be undertaken on 10<sup>th</sup> February 2023</li> <li>• Music license, payment has now been made to CCLI, it was felt this was the most appropriate</li> <li>• Prayer partner request for Holy Communion has appeared in the newsletter and the enrolment Mass for Confirmation candidates was held</li> </ul>	<p align="center"><b>DM MP/PG</b></p>
<p><b>5. Correspondence;</b></p> <ul style="list-style-type: none"> <li>• Ruth Leggett is coaching a small group of children (20) in a choir to compete at the Urdd and had asked if they could use St. Mary's Hall as a venue for training on Tuesday evening 6-7.30pm Agreed this should be allowed with no costs involved. Monsignor Boardman to inform Ruth.</li> <li>• Letter from James Patrick suggesting holding a short session on the working of the church organ to allow people who are interested to see the workings and also possibly to inspire younger members of the parish to become interested. Suggested 12<sup>th</sup> April 2023 after 10.00 am Mass. All present felt this would be a very good idea though there would need to be some indication of the number of interested parties with people to be asked to register their interest prior to the day. BN to inform James.</li> <li>• Justice and Peace Group has requested the use of the halls with a view to opening up a 'warm space'. It was felt that Penarth was adequately covered at the moment, and that initially St. Mary's should be considered as a venue. J&amp;P group to be responsible for investigating the need and for running any such venture. BN to inform J&amp;P group</li> </ul>	<p align="center"><b>MB</b></p> <p align="center"><b>BN</b></p> <p align="center"><b>BN</b></p>
<p><b>6. Reports from meetings attended;</b></p> <p><b>a) Finance Committee;</b></p> <p>MP reported that the accounts are in a healthy financial position. David Llewellyn is undertaking the accounts from now on and will be getting familiar with the new Archdiocesan system due to be rolled out in April. Things are running to budget. There is less money in loose collections but money still steady via Standing Orders. Gift Aid payment has been received. There is an issue with the weekly envelopes as they are not being collected by people who use standing orders. TW has offered to look into this and suggest a way forward. Loose envelopes are available for Christmas/Easter collections.</p> <p>Monsignor is about to have a new computer which is badly needed to upgrade the system. Total cost is £1600 of which Archdiocese will pay £800.</p>	<p align="center"><b>MP/TW</b></p>

<p><b>b) Works:</b>  <b>St. Joseph's:</b>  There is a list of jobs waiting for the builder. Leak still in roof and as soon as this is solved the sacristy will need to be decorated. One or two areas of the wooden floor need looking at.</p> <p><b>St. Mary's:</b>  Leak near Blessed Sacrament, marks may just be a decorating job – need to check. Leak in the hall. There is a branch of the Eucalyptus tree resting on that area of the roof and this will need to be taken down.  Privet hedge at back of church is dying and will need to be taken down and replaced with fencing. Need for a new hut to house the gas meter.</p> <p><b>c) Other Meetings</b>  Cytun. JH had not attended any Cytun meetings recently. Query regarding Parish representation on the Dinas Powys equivalent, Council of Churches. Marianne Cowpe is still the rep,. Need to clarify information re Good Friday events, e.g. Walk of Witness.</p>	<p><b>PG/MP</b></p> <p><b>PG/MP</b></p> <p><b>MMC</b></p>
<p><b>7. Health and Safety:</b>  All requirements up to date</p>	
<p><b>8. Safeguarding:</b>  DBS drop in session had been held and was successful with all outstanding applications completed. NP reiterated new requirement for check to be appropriate to a person's particular role in the parish.</p>	<p><b>MT,NP</b></p>
<p><b>9. Social and fundraising:</b>  Mo Misra has indicated he is happy to co-ordinate events for the parish  CS mentioned the success of the Christmas coffee at St Joseph's with approximately 40 attendees and that coffee would be served on the First Sunday of every month from now on.  Agreed to keep on trying to encourage people to participate with suggestion for provision of smooth walkway through St Joseph's church grounds to the hall.</p>	<p><b>All</b></p> <p><b>PG/MB</b></p>
<p><b>10. Parish Schools</b>  <b>St. Joseph's School:</b>  JD Laura Taylor would like to record her thanks for the support the Tree of Light had received during the Christmas period.  <b>St. Richard Gwyn School:</b>  There will be a joint schools service with St. Joseph's, St. Helen's and St. Richard Gwyn on 23<sup>rd</sup> March 2023.  Plans for new school are going ahead, hope to hear results of application for planning by April. Will take 1050 pupils as opposed to the 860 that now attend.  Public meeting will be held 24/Jan to display the plans.</p>	<p><b>JD</b></p> <p><b>NP</b></p> <p><b>MP</b></p>
<p><b>11. AOB:</b>  Monsignor asked that any groups asking to use the hall should be made aware of the need to keep the hall clean and leave it as they find it.</p>	
<p><b>12. Date of next meeting:</b>  Thursday 23<sup>rd</sup> March, 2023 in St. Joseph's Hall, 7.30pm</p>	
<p><b>13. Closing prayer: Monsignor Boardman</b></p>	