

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

**Minutes of the meeting held on Thursday 20th July 2023 in St. Joseph's Church Hall**

**Present:** Bill Nolan (Chair), Monsignor Boardman, Nikki Price, Martin Price, Daniel Murray, Jane Sutton, Sue Patrick, Jenny Dunstan, Liz Reid, Mary McCarthy, Clare Sommerville, Mary Taylor

<p><b>1. Opening Prayer; Monsignor Boardman</b></p>	
<p><b>2. Apologies :</b> Mo Misra, Paul Gallone, Joyce Harding, Christiane Cantlay, Deacon Jones</p>	
<p><b>3. Minutes of last meeting : 25.5.2023</b> Accepted and agreed.</p>	
<ul style="list-style-type: none"> <li>• Website content up to date in existing webpage layout. Some photographs awaiting upload. Admin login for Archdiocese format requested to Yogi and clarification required regarding hosting once details available.</li> <li>• Staffing changes at Archbishops house have resulted in delays in processing fire inspection reports. It is expected that reports will be available prior to next PAC meeting.</li> <li>• Organ appreciation event held by James Patrick in London was very successful with several participants showing interest in learning how to play. Details of the event in St Joseph's to be circulated with view to holding the event in conjunction with SRG though all welcome.</li> <li>• PAC endorsement of the JPIC warm spaces initiative sent following previous PAC meeting. No formal feedback received. Informal feedback from recent JPIC meeting reported by Monsignor Boardman. Following discussion, the PAC confirmed endorsement of the initiative and recognised the social benefit. Requirement for the JPIC to self-manage the initiative. Request for update to PAC to be requested, confirming details such as location, frequency, start date and responsibility.</li> <li>• Weekly envelopes review completed.</li> <li>• Final accounts published and copies available in both Churches. No queries received to date.</li> <li>• Painting of St. Joseph's hall completed.</li> <li>• Dates for 5 year survey received following appointment of surveyor. Same company as 2017 survey and small increase in pricing (c. £1300 per building). St. Joseph's survey date 26/Sept with St Mary's 03/Oct.</li> <li>• No immediate action required following review of security.</li> <li>• Water butt in position and in use in St Mary's.</li> <li>• Confirmation arrangements were completed and contributed to a very positive response from parishioners, some of whom joined on-line.</li> </ul>	<p><b>DM</b></p> <p><b>PG/MB</b></p> <p><b>SP</b></p> <p><b>BN</b></p> <p><b>PG/ MP/MB</b></p>
<p><b>5. Correspondence;</b> None received</p>	
<p><b>6. Reports from meetings attended;</b> <b>a) Finance Committee;</b> Not much activity at beginning of financial year.</p> <p><b>Works:</b> <b>St Joseph's :</b> Decorating of sacristy in St Joseph's pending confirmation of effectiveness of roof repair after period of rain. Vegetation growing on St Joseph's Church roof needs removal. New television aerial fitted to clergy house. <b>St. Mary's:</b> Extension of fencing between church and lane to replace hedge pending ongoing evaluation of hedge health. Cause may have been due to building works on adjacent property.</p>	<p><b>MP/MB</b></p>

<p><b>c) Other Meetings</b> Cytun. Secretary and Publicity Office are looking at the Cytun facebook page to tweak it. Regarding warm spaces, some of the churches in Penarth have carried on with coffee mornings others will restart in September. Will be listed on Vale website</p> <p>£7,000 was sent to Christian Aid, collected from street collection, Lent Lunches, United Service and Cor Canna concert.</p> <p>Chair Elect to be sought, would like this to be from the lay community.</p>	
<p><b>7. Health and Safety:</b> Toolbox up to date pending completion of five year survey</p>	<b>PG/MP</b>
<p><b>8. Safeguarding</b> Safeguarding officers had been invited to Archdiocese safeguarding Mass. All DBS applications are now on-line, but paper applications also accepted. Parish documentation will be updated following publication of list by the Archdiocese Safeguarding administration team who are currently undergoing training. Local data up to date. Applications of 10 year old and longer will be removed automatically.</p> <p>Confirmation that anyone 18 years or over involved in Parish activities, e.g. altar service will require DBS.</p>	
<p><b>9. Social and fundraising:</b> Suggestion for quiz to be investigated.</p>	<b>SP</b>
<p><b>10. Parish Schools</b> St Joseph's – Production of Lion King at the school. Leavers Mass held.</p> <p>St Richard Gwyn – Term completed. Planning application for new building due 28/July. With an opening target of September 2025. Finance an issue throughout all schools and online petition open for call to Senedd to address school funding issues.</p>	
<p><b>11.AOB:</b> Invitation for altar servers to be placed in Parish newsletter. Suggestion of having an open evening in the hall some time in September inviting parishioners to come along and find out about the various groups. Launch of initiative to encourage more participation in Parish life and activities discussed. Suggestions for pen portraits of activities to be available in both churches and in regular features in Parish newsletter. Methods for those interested to sign up for further information to be investigated, e.g. paper forms, on-line application and potentially new Parish Census issued.</p>	<b>JH/BN</b>
<p><b>12. Date of next meeting:</b> Thursday 21<sup>th</sup> Sept, 2023 in St. Mary's Hall</p>	
<p><b>13. Closing prayer: Monsignor Boardman</b></p>	