

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

Minutes of the meeting held on Thursday 15th Sept 2022 in St. Mary's Church Hall

Present: Bill Nolan (Chair), Monsignor Boardman, Deacon Jones, Clare Sommerville, Nikki Price, Daniel Murray, Jane Sutton, Liz Reid, Mary Taylor, Christiane Cantlay, Jenny Dunstan

1. Opening Prayer; Monsignor Boardman	
2. Apologies : Martin Price, Joyce Harding, Paul Gallone, Mo Misra, Janet Mathias, Sue Patrick	
3. Minutes of last meeting : 16.6.2022 Accepted and agreed.	
	Responsibility
4. Matters arising – <ul style="list-style-type: none"> • Children's Liturgy – Children's liturgy to recommence St. Mary's and St. Joseph's Sunday 18th September. • Piety shop lights (S. Joseph's) will be dealt with when needed. • Asbestos report to be uploaded directly by the Archdiocese when received. • DBS report under safeguarding. • Social and fundraising meetings have taken place. Report under Social and Fundraising. • Parish website has had pictures and content updated. Complete review of content ongoing by Lawrence family. Hosting change (using Diocesan / Yogi template) under study 	<ul style="list-style-type: none"> • BN • PG • DM
5. Correspondence; Correspondence has been received from Lisa Gallone regarding suggestions for activities arising from the meetings after Mass in June and July. <ol style="list-style-type: none"> 1. Use of St Joseph's church hall for a Quiz? 2. Green-fingered parishioners making the Church grounds look a bit more welcoming? 3. Regular food collection to donate to the Food Bank with a rota for one person to park their car in the Church grounds at every Mass. <p>Msg Boardman has responded with summary as follows</p> <ol style="list-style-type: none"> 1. Confirming availability of St. Joseph's Church hall to hold a Quiz night, with notice in Parish newsletter. 2. Not possible to interfere with the church grounds. A contract gardener is paid to keep the grounds tidy. 3. There is no need for Food Bank collection on the Church grounds as contributions can be made directly to Plassey Street with our encouragement. <p>Msg Boardman reiterated encouraging facilitating the social side of parish life as long as it is the Mass that brings them together in the first place.</p>	
6. Reports from meetings attended; a) Finance Committee; MB gave a report; Tim White has produced a quarterly report to End of August 2022. Gift aid is below budget but non-gift aid is above budget although below pre pandemic levels. Gift aid refund of £13k is due. Regular giving envelopes will be continued and will include those who have switched to standing order. New digitised system of accounting records to be introduced. David Llewellyn has been co-opted to the Finance Committee to support initially, with a view to take on	

<p>the role in future.</p> <p>b) Works: St. Joseph's: The leak in the cloister roof has been repaired pending confirmation following period of rain repaired properly following which the sacristy areas will be decorated.</p> <p>St. Mary's: Leaks in roof have been repaired and back door requires repainting when contractor is available.</p> <p>c) Other Meetings</p> <ul style="list-style-type: none"> • Synod – Next action pending outcome of Deanery meeting End/September which Msg Boardman will attend. One of topics for discussion will be the next actions for the Synodal process. Msg Boardman will report on the actions of other Parishes • Cytun – No updates 	MB
<p>7. Health and Safety: Gas certificates have been received for St.Mary's Church and hall. St Joseph's Church, hall and presbytery are OK.</p>	
<p>8. Safeguarding: MT reported that there was a meeting with Diocesan safeguarding co-ordinators. DBS forms can be completed on-line but paper copy is preferred at the moment. Update of DBS is now required every 3 years and Parish status is now under review with priority given to older forms. Data to 2018 now completed.</p> <p>SVP members training will commence Beg/October.</p> <p>Some safeguarding forms for St Mary's are outstanding, pending issue from Diocesan office. NP to follow up.</p> <p>Some 'outreach' Eucharistic ministers may require DBS update as a matter of urgency and MT will follow up.</p> <p>Msg Boardman thanked Parish representatives for their actions in this important activity</p>	MT,NP
<p>9. Social and fundraising: With reference to issues raised in correspondence, Msg Boardman commented that St Mary's was a good example of how the Social and Fundraising activities are run. It is important that 'splinter groups' do not emerge that may act against the desired outcome. PAC to investigate setting up a formal committee.</p> <p>Regarding the suggestion for gardening, it was suggested that further details would be required (e.g. location, type of activity, time of year, responsibility)</p> <p>It was noted that the position on collection for the Foodbank has been discussed previously and position stated. Existing opportunities exist for donations (e.g supermarkets) and no specific requests for donations have been received. The opening times, locations and requirements of local foodbanks can be published in the Parish Newsletter to inform parishioners.</p> <p>The collection of toiletries in response to a stated need was cited as an example of the Parish supporting the community.</p>	CS, JS

<p>A proposal to restart the coffee mornings on first Sunday of every month in St Joseph's was agreed. CS to follow up with Joyce Harding regarding rota and details to be published on Parish website and newsletter.</p> <p>Donations of income to CAFOD (as at St Mary's) from coffee mornings will be publicised in the Parish newsletter.</p>	
<p>10. Parish Schools St. Joseph's School: JD will liaise with Laura at St Joseph's Primary school regarding publicising First Communion. Potential of yr3, yr4, yr5 participants. St. Richard Gwyn School: Article in Catholic People regarding school as a result of GCSE performance. St David's and St Richard Gwyn are developing a close working relationship. There is a prospect of a new building on the same site, with tenders issued to architects</p>	<p>JD</p>
<p>11. AOB: App for welcomers rota is no longer useful as regular welcomers attend. It was suggested to publicise opportunity for additional welcomers, e.g. family groups. JS to prepare appeal for publication in newsletter.</p> <p>UCM Gold medal has been presented at the Cathedral to Elsie Wolohan for 50 years service. A parish celebration has been suggested. BN to discuss with Lars White.</p>	<p>JS</p> <p>BN</p>
<p>12. Date of next meeting: Thursday 17th November in St. Joseph's Hall</p>	
<p>13. Closing prayer: Deacon Elfed Jones</p>	