

Catholic Parish of St Cuthbert Mayne, Launceston incorporating St Peter's, Bude

**Minutes of the meeting of the Parish Pastoral Council held at St. Peter's, Bude
on Tuesday 9th October 2012.**

People present: Fr. David Annear (PP), Philip Stephenson (Chairman), Lea Deely (Deputy Chair), Dave Thomas (Treasurer), Gina Dias, Deacon Neil Quirk, Peter Ware, Colin Barrett, Derek Clark, Bridie Clark, Bohdan Meeson, Rosemary Meeson, Steve Dauncey, Peter Hazard, Chris Hazard, Leo McLeman.

In attendance: Alison Moore (Secretary)

Fr. David said an opening prayer and the meeting was opened at 6.35 pm.

1. **Chairman's Opening Remarks:** The Chairman welcomed all present and thanked them for attending. In particular he introduced Alison Moore, the Parish Secretary, and welcomed Leo McLeman to his first PPC meeting.

1.1 Apologies were received from Gill Thomas, Anne Hammond, Ann Rees-Pinchin, Geoff Provis (Safety Officer), Kim and Arnolda Kinvig.

2. **Previous Meetings:** Approval of the minutes of the meeting on 31st January 2012 was proposed by Lea Deely and seconded by Derek Clark. The minutes were then signed by the Chairman.

2.1 There were no matters arising.

3. **Parish Report:** Fr. David distributed a written report (appended to these minutes). He drew attention to the need for more volunteers for various ministries. Regarding recruitment for ministries, regulations now require that two CRB checked people must be present at every event involving contact with children. We are currently unable to meet this stipulation. A new form of check called "Disclosure and Barring" is being introduced and may simplify the procedure as those who have been CRB checked for single duties may be able to add other duties. It will also be necessary to introduce formal training for some Ministries.

3.1 **Renovation Plans:** Peter Hazard, Parish Building Adviser, presented a written report reviewing the progress of the renovation and alteration proposal, including draft drawings of the proposals for Launceston. These involved demolition of the former hall, store and garage, the reorganisation and creation of vehicular access to the church. Mr Hazard discussed these with members and

said that the next step would be to ask a quantity surveyor to prepare accurate costing, thus enabling work to be offered for tender by local companies.

The chairman stressed the need to raise money from the community as a whole to help fund projects. Lea Deely asked whether any grants were available. Peter Hazard advised that an initial approach, on the basis of improved access, had been made to the National Churches Trust, who require more information.

Deacon Neil Quirk pointed out that Launceston Church is a national shrine and perhaps national fund raising should be looked into. Similarly, he suggested that the Cuthbert Mayne Society, which is a national society, might be able to help.

Proposals for Bude: Fr. David said that he was exploring the possibility of either buying or sharing the United Reform Church. Repairs, redecoration and other works were discussed. The proposal to return the Sanctuary to the south-west end of the church was discussed with Diocesan representatives at a meeting open to parishioners. The cost of moving the Sanctuary and reorganising the church were estimated at £4,500, but the Diocesan representatives asked that the whole matter be considered and discussed further in the parish before anything is done.

It was agreed that the cost of the proposed works at both churches be available at the next Finance Committee meeting and a budget prepared.

- 4. Financial Report:** David Thomas, Parish Finance Officer, reported that in the year to 31st March 2012 expenditure exceeded income by £2,487. Fr. David advised that during this period he had been in the process of clearing some of the arrears which had accrued in the years prior to his appointment. These included significant sums to the Diocese and would suggest an actual surplus on the year.

Dave Thomas also reported on the Common Investment Fund, which includes a sum from the sale of land at Launceston, bequests, and other donations. The latter were often conditional donations, the balance more readily accessible and available.

Fund Raising: The Chairman said that it was important to have a regular income to cover “living” expenses and this should involve regular events to provide social opportunities as well as income. Events must be given appropriate advertising and publicity.

Large scale and specific fund raising also needs to be undertaken to replenish money spent on projects. These matters should be included on the agenda of the next Finance Committee meeting.

5. Meetings schedule:

6th November 2012

5th February 2013

12th May 2013

Finance Committee

PPC, incorporating Financial Report

AGM (after Sunday Mass, approximately 11.30am)

6. **Other Matters:** Deacon Neil Quirk raised the subject of our duty to support our pastors. In particular, he was concerned that Fr. Gassor may need help due to the government welfare cuts. Fr. David replied that Fr. Gassor had said that he receives help from the Diocese. Dave Thomas proposed that the parish provide him with an oil filled radiator to replace the radiator that was removed from the kitchen, and with a replacement fridge/freezer. After discussion this was agreed.

Fr. David said a closing prayer and the meeting closed at 7.45pm.