

# Catholic Parish of Belper and Duffield Parish Pastoral Council | MINUTES

Meeting date: 09/03/2016

## Attending council members:

Fr Michael Kirkham	present	Sally Phillips	present
David Barlow (Chair)	present	David Pipe	present
Barbara Waring (Vice Chair)	present	Jannice Richthof	apologies
Melita Tooher (Secretary)	present	Niels Richthof	present
Fiona Cartmell	present	Alan Ward	present
Anne Halliday	present		
John McCabe	present		

## Guests:

Ros O'Melia, Parishoner

### 1. Opening prayer (Year of Mercy Prayer)

The meeting was opened with the Year of Mercy Prayer, led by Fr. Michael.

### 2. Apologies

Jannice Richthof

### 3. Approval of minutes of the last meeting

Sally clarified that as deacon, Keith Bunyan is unable to consecrate at masses (item 9). Following this the draft minutes of 13.03.16 were approved.

### 4. Matters arising (discussion on Fr Michael's paper outlining his role in relation to the PPC)

Fr. Michael asked for feedback on his proposal of collaborative style of leadership. There were no objections to the statement. Fr. Michael explained that this proposal had arisen following the parish review last year. The meeting approved the statement. Fr. Michael suggested a copy of his statement be forwarded to Bishop Patrick McKinney.

## 5. Duffield hedge - consideration of opinion poll amongst parishioners and canvassing of local residents; decision regarding the way forward from the three options out before the parish

Options presented for voting:

**Option A:** Leave the current hedge in place, pay for annual maintenance which is £1,200 per annum

**Option B:** Remove entire hedge, replace with knee height fencing, plus low bushes in certain areas to attract wildlife. One-off cost of £2,800 with no maintenance costs.

**Option C:** Remove hedge along Hall Farm Road, replace with knee height fencing; keep hedging at the sides. One-off costs are estimated at £850 with annual maintenance estimated at £900 per annum.

David (chair) thanked Niels for the presentation of results. Members confirmed that they have all seen the results. The turnout was 75, with 2 spoilt votes. David (chair) thanked Anne for the residents report. Anne summarised that the consensus from residents was to keep the hedge as it is. The residents were generally pleased to have been asked their opinion. Anne queried if there was anything that could be done to neaten the boundary.

Sally questioned how the three options had been presented, as there had always been the intention to add foliage with the short fencing.

Niels criticised that the PPC spent roughly a year discussing an issue brought about by the suggestions that there were a lot of complaints by neighbours about the hedge and that only now it has been established that the neighbours like the hedge and would like it to stay. Sally clarified that the neighbours had wanted the hedge trimmed, not removed. Fr Michael added that complaints from the neighbours had also included unsociable behaviour from young people using the car park at St Margaret's for skate boarding and for gathering at the garage area. Following these complaints, and acts of vandalism, particularly the starting of a fire which threatened to set the garage ablaze, a decision was made to open the site up. As there was indecision about how the parish would best prefer for the boundary to be maintained: despite a meeting at St Margaret's being held which voted decisively in favour of removing the entire hedge, some changed their mind and it was unclear how best to proceed, some wanting the hedge to remain as it was, and others not. In consequence there was a period of time when the hedge was not trimmed. It was this that had then led to complaints from the neighbours about the maintenance of the hedge.

Sally expressed disappointment at the way the survey was carried, as it emphasised the costings, which she felt may not have been accurate. Sally complained that the costings did not take into account possible support from the Probation Service, or the cost of removing the hedge stumps. Sally showed photographs of the area that has been cleared to date, pointing

out track marks where people have cut across the grass. Barbara pointed out that the tracks were made as the Mower was driven into the garage after being returned from service.

David clarified that Lleyandi stumps will rot away and be easily removed after a couple of years. Alan said that we do need to be aware of the recurring costs of the different options. Sally said that she is not convinced that we need professionals to maintain the hedge. Niels confirmed that for years we have tried to get this done by parishioners, but unfortunately we do not have the equipment, knowledge or ability in the parish to do the job (tip license etc).

Sally expressed an opinion that the view from 'the pulpit' was biased. Fr. Michael rejected that notion, making it clear that he had presented the three options in a non-biased manner. It was suggested that adding planting around the fencing will neaten the boundary and alleviate the neighbours' concerns. Niels confirmed that the figures included in the options were from the cheapest quotes. Niels reminded the council that there was no requirement to ask an opinion poll, but that this had been done to involve the parish. David Pipe felt that the survey was carried out in a fair manner, but was disappointed at the turn out. David said that it was quite likely that the Probation service could help with maintenance of the hedge, but they would not be able to cut the hedge sides, removal of waste etc.

David summarised the information from the opinion poll, and proposed option B. Niels seconded the proposal.

Sally proposed option A. No response to second.

David asked for the committee to vote on option B. Eight members voted in favour and two abstained.

The committee voted in favour of option B.

Following the vote David explained that a member of the parish has offered a gift aid donation of £3,500 to cover the cost of option B, should that be the option chosen. Barbara commented that we have some very generous parishioners. The donating parishioner wants to remain anonymous.

Anne requested that the parish write to the neighbours, as well as the parish, with the outcome, mentioning the plans for the complimentary planting, and the environmental group proposals (point 11).

## 6. Consideration of issues arising from the recent joint meeting between the Finance Committee and the Pastoral Council

David confirmed that the joint meeting was useful. It was agreed to keep a prioritised 'wish list' of items requested by PPC, to enable the finance committee to agree out-goings and inform the budget. Invitation from members to email Niels with requests (e.g. parish weekend).

David raised the issue of the kneelers in need of repair. To replace the wood on the woodworm affected kneelers the quote is £1,400, and a further £350 to re-upholster.

Barbara gave Niels a note from a parishioner alerting to the fact that the two heaters in the toilet at Duffield are faulty.

Fr. Michael explained that the diocese is planning the Quinquennial Inspection by an architect, and a prioritised list of repairs will be recommended.

## 7. Reception of a report from Colin Richards into the heating at Our Lady's church: initial discussion and decision about how to proceed with this issue

### Parish House

Barbara raised the issue of heating in the Parish House, recommending that the heating be left on a low constant temperature, as the window frames are wet and the house so cold that it doesn't heat well even when the heating is put on. It will be more economical and effective to have it on a constant low temperature, than putting it on high in an effort to heat when it is used. David said that when the radiators are installed this will help. Report John Wareing:

- All building work at the Parish House is complete
- Plumber to reconnect and replace the radiators on 15<sup>th</sup> March (he has to be paid)
- Joiner has completed refitting all skirting boards (he has to be paid)
- Painting well underway
- Final clean up and then the carpet can go down !!!
- Hopefully finished by Easter!
- Alarm check 11<sup>th</sup> March House and Church
- Please can it be mentioned in bulletin – if anyone goes in the attic at Belper to please make sure the door is closed properly as an alarm sensor is on the door and has gone off a couple of times over the last few weeks if not closed.
- Also door at Duffield Church – please check the door after locking to make sure it is locked – this has been left unlocked on a few occasions – we have been lucky so far and no-one has got in
- John and JJ will start mowing at Duffield as soon as weather permits (mower now back from service)
- Niels has given Belper 1<sup>st</sup> mow of the season

### Colin's Report

David (chair) thanked Colin for the report. David summarised that we are limited to what we can do to make the church warmer, due to the heat loss through the walls and windows. What we can do is look to keeping the doors closed, and consider the lay out of the church.

Sally suggested portable heaters for the St. Benedict Room.

Niels said that he has never expected a church to have a temperature of 22 degrees Celsius.

Ros explained that there is a noticeable difference between the temperature of the church at the 6pm Saturday Vigil Mass and the 11am Sunday Mass – the 6pm is significantly chillier.

Niels suggested that we could invest in new heat pump technology to raise the overall temperature in the church – but he does not understand where the expectation comes from.

Ros explained that she had asked for this item to be put on the agenda, and thanked the PPC and Colin for their consideration on this matter. Ros attends the 6pm Mass, and explained that parishioners in general often comment on the cold temperature in the church, and that there have been 'low level rumblings' about this, as it affects people's experience of the Mass. Ros has been reminded of the phrase 'A cold church is not a welcoming church'. Ros agreed that the suggestion of reflective material and moving benches may help to make the church sufficiently warm to be welcoming.

Barbara explained that the benches were moved back in to the church to meet seating demand for the 11am Mass.

Fiona suggested draft excluders around the windows. Fr Michael showed the example of the border on the window in the St. Benedict's Room, and explained that there is an aesthetic compromise to this. Fr. Michael suggested that plaster board could provide more insulation if placed over the exposed stone work, but again this takes away from the aesthetics.

#### ACTIONS AGREED TO MAKE THE TEMPERATURE WELCOMING:

- Adjust the timer so that the heating comes on two hours prior to Masses
- Alan will get quotes for insulating the loft area
- David will get quotes for long seat pads to cover the benches (Ros suggested new matching benches)

## 8. Parish weekend (July 15th-17th): report on progress and discussion

Barbara has sent the application to Governor's at St. Elizabeth's School for use of the school for the Parish weekend. The Governor's Meeting is on 22<sup>nd</sup> March. (Mr Lowe has OK'd this).

The planning meeting went well last week. Jannice and Teresa are taking the organisational lead for the event. The theme is 'Heart of Mercy'. The initial plan is for the Friday night to take place at St. Margaret's Church, Duffield, and the Saturday and Sunday at St, Elizabeth's School, Belper.

## 9. Updating Pastoral Council on safeguarding and health and safety

David Barlow, Barbara Wareing and Fr. Michael attended a health and safety course recently. Barbara issued the course certificates.

Fr. Michael thanked Barbara and David for compiling the health and safety report.

Discussion about fire safety exits, following reports of an arson attack in the foyer of a church. The fire service has assessed the church, and was happy with the layout and fire exits. There are approved fire extinguishers in place. A suggestion was made to keep a front door key on a hook near to the parish house front door, to enable access in an emergency.

David (chair) explained that as issues are raised they are dealt with, for example push bar doors were installed at Duffield.

### Parish Safeguarding

Fr. Michael thanked Cathy Smith, who is stepping down from her role as Safeguarding Officer. Fr. Michael has approached a parishioner, who is interested in taking on the role. Following a meeting, it is hoped that the parish will have a new Safeguarding Officer in two weeks.

There is barbed wire caught up in the Lleyandi hedges at Duffield – the tree surgeons are aware.

## 10. Arts Council use of church at Duffield (Anne Halliday)

Anne explained that there is a Community Arts Event being planned for the 16<sup>th</sup>/17<sup>th</sup> September. A number of Duffield churches have offered halls, and Anne asked for the PPC permission to offer the space at St. Margaret's to the organisers. This will help bring St. Margaret's into the local community. The idea is that the event will be self-sustaining. Other venues are being offered either free of charge, or for a nominal cost of £20. The event could take place in the grounds only e.g. sculptures, or music concerts could take place inside.

All agreed in favour of offering the space in principle. Keith Siddons needs to be aware of the date to put this in the diary.

## 11. Environmental group's proposal to develop ideas for the improvement of the gardens at Belper and Duffield.

The PPC asked for the input from the Environmental Group regarding the planting to compliment the new fencing at St. Margaret's. David Pipe asked for the PPC to consider the initial proposals put forward by Kathy Gorman to create a Community Orchard in Duffield. There are five agencies that Kathy will consult in regard to this, and if aggregable plans to advertise in the Duffield Scene in the 15<sup>th</sup> May.

All agreed in favour of support for the consideration of a Community Orchard at St. Margaret's, Duffield.

## 12. Matters arising

### Syrian Crisis

David Pipe attended the meeting led by Pauline Latham MP regarding the Syrian Crisis, held 12.02.16. David proposed a retiring second collection to raise funds to support the relief effort. All agreed. Parish to liaise with Fiona Cartmell – raised funds to be donated to the Derby Refugee Crisis. The PPC agreed to have the Syrian Crisis added to the agenda of the next meeting in May.

### Need of more Welcomers

John Kelsall wanted to make the parish pastoral council aware that we could do with more parishioners to act as Welcomers, as we are currently short of volunteers. David Pipe commented on the positive effect that the 'welcome' had when he first visited the parish.

### Fund raising

Sally questioned why the fund raising seems to be focused on Belper, citing the recent SVP ticket sale. Barbara commented that the tickets did not appear to be for sale at the 11am Mass at Belper either. It was clarified that there were not many books available, hence the lack of availability of tickets.

Pat Whetton and Barbara Wareing will run the Easter Raffle starting this weekend, with the proceeds going to the Parish Fund.

St Patrick's Day Mass, 11:00 at Duffield. The Leisure Group would like it open to the Parish, Lenten Fund Raising Event – Soup and Roll.

### Children's Liturgy Timing

John asked why the timing of the Children's Liturgy has been changed. Fr. Michael explained that making the Liturgy later, enables the children to take part in the 'Gloria' and means that the children re-join the Mass at a more suitable time i.e. 'Our Father' and 'Peace' rather than at the Consecration. The new timing is working well.

### Financial Situation

Ros asked for the PPC to give a clear picture regarding the Parish Finances, and to possibly suggest that parishioners reconsider their weekly offering. David suggested bullet points (e.g. low reserves). Niels confirmed that he distributed a sheet a couple of months ago, which Paul Medcalf had summarised the two year comparison. Following some recent large donations the parish financial situation has improved.

### 13. Closing prayer

Fr. Michael closed the meeting with a prayer.

Next meeting to be held on

11th May, 7pm until 8:30pm

St Benedict's Room, Our Lady's, Belper.