

Catholic Parish of Belper and Duffield Parish Pastoral Council | MINUTES

Meeting date: 09/11/2016

Attending council members:

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

Attending parishioners:

Ros O'Melia, Kathy Gorman, Julia Dodd

1. Opening prayer

Opening Prayers were led by Fr Michael

2. Approval of minutes of the last meeting

The minutes were approved by the Council and signed by the Chair.

4. Matters arising

1. Ros O'Melia wanted to clarify that her misgivings about the Mission related to process. She requested a compromise – to ask the Sion Community to 'hold' the booking to give parishioners a chance to air their views. She said that she agreed with Fr Michael that people should speak up rather than grumble in private, and this was why she had voiced her concerns. David replied that the vote to make the booking had been approved in July, and this had been re-confirmed after due discussion (having listened to Ros) at the September meeting. He suggested that any concerns might be brought to the attention of the Sion Community so they can be taken on board in the planning for the mission. Sally queried how the mission is being funded. The answer – from parish funds.

2. Barbara said that all the arrangements for Fr Michael's sabbatical had gone well, and that thanks were due to all those who had helped, especially in the preparation of meals for visiting priests.

5. PPC Membership

Fr Michael clarified that no member of the PPC is due to stand down this year.

6. Community Orchard proposal at St Margaret's

David mentioned the correspondence received from Rachel Oxspring on behalf of the Diocesan Building and Sites Commission, which had "grave misgivings" about the proposal but had left the parish free to make its own decision on the matter. He had enquired about what these grave concerns were: they relate to access to the land, Health and Safety considerations, and the Diocese's freedom to sell the land in the future if it decides to do so. The land had been purchased in 1962 for £2,000 under a restricted covenant to build a church, a hall, a Presbytery and "no other purpose whatsoever". David asked, "Are we going to support the proposal despite the Building and Sites Commission disquiet? He invited Kathy to speak.

Kathy said it was a decision for the PPC. She is part of the parish's Environment Group formed after the encyclical *Laudato Si'* was published. The group believed that by using the grounds for an orchard, people could be drawn to the Church and involved in a positive way. It would help people know the church is there and involved them in an exchange of gifts. The group recognise that there are issues such as have been flagged up by the Commission. An Action Plan had been prepared to address these. She knows of six parishioners from Duffield who would like to be involved, plus non-parishioners too. Julia interjected, There is no community orchard in Duffield, a previous one being planted on what turned out to be contaminated ground and so abandoned. Kathy continued that the scouts and guides want to be involved. In response to a question about the title of the project she said there is a willingness to drop the word 'community' if necessary. People would be invited on certain days, but not have free right of access. The Diocese had not acknowledged this in their response. David said if the whole project was recognised as church-based there would be no need of disclaimer forms, and so fewer hurdles to overcome. Kathy said she was willing to find a pragmatic way forward.

Niels requested sight of the action plan, and Kathy said she would send it. Sally asked that everything is made available and suggested that a decision could not be taken this evening. John queried whether usage over time would create rights. Julia said there has to be a sign saying something to the effect of 'this is not a right of way'. Niels: In order to enhance acceptability requested something in writing all council members could see in advance in the hope of voting on the issue in January. Sally: It should go out to parishioners too. Barbara: Will there be access to the grounds or will the barrier remain down? Kathy: Normally the barrier would remain down, but access would be needed for certain times (e.g. apple days). Sally: Parishioners should see the plan. In

effect it is a community orchard, even if it is not called it. Niels: Parishioners are welcome to attend PPC meetings.

In the course of this discussion an exchange took place about the nature of role exercised by the Pastoral Council. Niels observed that 'the buck stops with Fr Michael' and the purpose of the PPC is to advise him. Fr Michael responded that he wanted co-workers not advisers, and a pro-active PPC that would take responsibility for putting projects into action. Alan said that nevertheless in Canon Law the responsibility for decision-making rests with the Parish Priest.

Attention refocussed on the topic of the Orchard. Jannice said: This is the beginning of a ministry. Anne: It's coming here because it's a ministry. She would be happy to make a decision tonight, but it might be wiser to defer it. Niels: Now is the ideal time to plant the apple trees. Kathy agreed. David: We are supportive, but we need to consider it further at the next meeting. Kathy and Julia expressed happiness with this, and at this point withdrew from the meeting.

6. St Margaret's Decoration

Sally referred to comments from parishioners that St Margaret's, being now more visible, doesn't look much like a church. David: In his view it looks like a hall not a church. He suggested a crucifix on the roof. Someone had suggested also having a sign/board which is larger than the present one; that an artist be commissioned to paint something on the wall. Another point had been made: a history of the parish be added to the website.

Ros suggested a good-sized crucifix on the the door or the roof. Niels referred to the Methodist Church at Little Eaton where a cross on the wall is backlit. Jannice said it gives a nice glow effect, it doesn't glare. Niels: We now have a parish logo. This could appear on the two buildings at Belper as well as Duffield. He suggested something very visible at the corner of Hall Farm Road and Eaton Court which would be seen by cars driving from Broadway. Sally: This might confuse people into driving down Eaton Court instead of into the grounds. Fr Michael was asked for his views. He said that there are users of the church (e.g. at election time) who want all Christian symbols removed. It should be borne in mind that the building is not purely for church use. He thought the building was too low down and too far from the road for art work on the wall, or even a cross on the roof, to be particularly visible. Also that thought the back-lit cross might work well at Belper where there is good wall area near the road, he doubted this would work well at Duffield for the same reasons. He favoured something at the corner plot, solid and vandal proof, such as a metal crucifix, which would be well visible from the road. Ann: Cautioned about placing anything heavy on the church roof which could lead to structural issues and difficulty of maintenance. She advised getting costed options. Sally agreed to look into it.

7. Journeys Magazine

Fr Michael: It is an occasional journal when there is a promising amount of material to publish. It is too late now to produce one before Christmas. Barbara: It had been agreed not to do anything in September because of Fr Michael's sabbatical, but the last issue was Advent 2015 so another edition would be welcome. Fr Michael: The Spring would be ideal for advertising Lenten events and courses, plus Holy Week and Easter services. Sally: She wishes to stand down as editor. Anne: Suggested we put a request for someone to volunteer for this in the bulletin.

8. Buildings and Maintenance Updates/Quotes

David: Preserva have been booked to treat the woodworm in the church rafters and put in insulation on 12th-13th December. The cost will be c. £2,000. Of the kneelers in Our Lady's requiring attention, four had been treated and two were still outstanding.

A discussion took place about the possibility of providing a loop system at Duffield. It was clarified that this is different to an audio system and requires a hearer to have a hearing aid switched on to have any effect. David had obtained a quote from a firm in Ilkeston which would involve the positioning of a microphone in the roof which would pick up sound from the front part of the church. Fr Michael explained some of the difficulties with using a radio microphone when wearing vestments and lacking the ability to easily 'tone down' some quieter comments (e.g. to servers or conversations in the sacristy) which were not necessarily meant to be generally overheard.

Alan observed that most of the empty seats are around the lectern area! Ros made the suggestion that readers be offered a parish training day to help in projecting their voices. Fr Michael: This is quite a complicated issue. Requested someone prepare a report setting out all aspects clearly. Jannice said she would ask someone at St Benedict's if he would do this. At this point Ros left.

•9. Proposal to establish a permanent Parish Building and Sites Committee

Niels presented a paper on this topic (attached). He observed how much matters to do with bricks and mortar dominate the agenda and recommended that these issues are outsourced to skilled people with the right skill set who can go into things in detail. The recent Quinquennial report on the state of the two church buildings will require sustained attention over the upcoming period. He recommended that a Building and Sites committee should report to the Finance Committee about their desired expenditure, which would then advise the Pastoral Council on the financial implications: the PPC would then make the final decision. He suggested asking people who work in a trade. David queried whether Niels would be willing to help get it off the ground. Niels said he would. Anne: The committee could be provided with an annual plan. Niels: Or be given a budget – as well as repairs this would have to cover items such as a possible cross at Duffield or the cost of the Orchard. Alan: Asking for

volunteers is okay, but we should also encourage others we know of who have the right skills.

A vote was taken on this proposal and unanimously carried.

10. Duffield Homelessness Project

Niels read a letter from David and Ann Mullen addressed to the Finance Committee asking for support for the DHP. Fr Michael outlined the history of the project and the considerable involvement with it by Catholic parishioners over the years. Recently it had gone through a period of abeyance due to illness but was now reviving. We should support it. In the past we have supported the major fund-raisers held for the Homelessness group, such as the Curry Evenings. These can be advertised if details are communicated. In addition a second collection can be taken (e.g. on Homelessness Sunday).

11. AOB

1. Christmas Mass times: Discussion at the meeting - Since Christmas is a Sunday this year, Fr Michael recommended that, as in years past, the Sunday morning times of 9am and 11am are adhered to, to avoid confusion. However, there is no scope for both a 6pm Vigil Mass and a Midnight Mass. He recommended that the Midnight Mass is held and the vigil Mass not celebrated that Saturday. However, N.B. since the PPC meeting it has been judged necessary to have the following times on Christmas Day: Our Lady's – Midnight Mass preceded by Carol Singing from 11.30pm; Mass of the Day, 10am. St Margaret's Clitherow's – Mass of Dawn 8.30am.
2. Life in the Spirit course: Anne and Jannice reported briefly on their recent experience at the Diocesan days to look at this material, which had been excellent. Sometime in the Spring, either Lent or Eastertide (leading up to Pentecost) would be good times to run the course. This will be discussed further and a decision made at the January meeting.
3. Churches Together in Belper: the Annual service and AGM will be held at Our Lady's on January 24th at 7pm.
4. Draft minutes posting at Duffield: Sally said she would put them on the board there. Last time she had been unable to do this in a timely manner as she had been omitted from the circulation of them.
5. AV equipment at Belper: Jannice undertook to train Sally and Tricia and anyone else on the use of the mixing desk and other equipment on a Sunday morning.
6. Sally suggested that when the draft minutes have been circulated it is put on the bulletin that they are posted on the parish noticeboards and website.
7. Sally also, on a positive note, drew attention to the parish's being one of those to have paid 100% of its contribution to the Diocesan Sick and Retired Priests Fund.
8. Barbara: The Churches Together September meeting had been very well received by the other churches. She asked for a vote of thanks to be given to Pat Whetton for organising it. David would send a card on behalf of the PPC.

9. Niels: passed round a 6 month summary of the parish's finances which had been prepared by Paul Medcalf.
10. John: commented on an air source heat pump he had experienced in a church in Scotland. Costing £5,000 it had halved a parish's heating bill there and he suggested this system would be worth looking into.

12. Closing prayer

Closing Prayer was led by Fr Michael.

Proposal to establish a permanent Parish Building and Sites Committee

Summary

The parish finance committee are proposing the creation of a Parish Building and Sites Committee in order to better manage building maintenance and improvements. 1

Context

Currently both the Parish Pastoral Council and the Finance Committee spend a lot of time discussing matters around the church building upkeep. This means that the PPC in particular do not spend as much time as they would like in supporting Father Michael on pastoral matters and the faith life of our church. 2

Recently, the Diocese has undertaken a quinquennial inspection of all church sites and buildings in the diocese. The review of Belper and Duffield has taken place earlier this year and we have now received the reports on both buildings, listing all issues found, with recommendations on how to mitigate those, estimated costs, and – most importantly – a priority in which the auditor believes the issues need to be addressed. 3

The reports are very detailed and hence rather large documents. The reception and analysis of those reports, together with the decision-making process on how to best act on the issues requires time, energy and skill. 4

Detailed Recommendation

This committee, open to any parishioners who would like to serve in that capacity and who should have skills, training and/or experience in the field, would meet regularly (frequency and meeting dates to be determined by the committee itself), be led by a Chairperson (to be elected by the committee members) and report its findings to the Parish Finance Committee. The Parish Finance Committee will then assess the reports with regards to the affordability of the projects or measures recommended by the Building and Sites Committee and forward the report with its assessment to the Parish Pastoral Council for final decision-making, if necessary with recommendations for additional fund-raising. 5

Any requests for repairs, maintenance and other issues around church buildings and sites are to be directed to the new Parish Building and Sites Committee and not to the Parish Pastoral Council, thus freeing up the Parish Pastoral Council to focus on more important matters while retaining the final say. 6

The first task for the Parish Building and Sites Committee would be to deal with the quinquennial inspection reports. 7

Benefits for the Parish

The Parish Pastoral Council and Parish Finance Committee will create and maintain a complete list of proposed and prioritised works. This will enable better and more proactive decision making around building matters. 8

The Finance Committee will be able to project building spend forward and better advise Father Michael on and the Parish Pastoral Council. 9

Church members wishing to propose works will have a clear contact point with which to raise their requests. 10

Work can be more proactive rather than reactive and hopefully mitigate any future expensive repair bills caused through neglect. 11

Action Required

We believe that it is in the best interest of everyone to establish a Building and Sites Committee as set out above and ask for your approval. 12