

Catholic Parish of Belper and Duffield Parish Pastoral Council | MINUTES

Meeting date: 08/03/2017

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 (late arrival)
Fiona Cartmell	present	Alan Ward	present
Anne Halliday	apologies		
John McCabe	present		

1. Opening prayer

Fr Michael opened the meeting with a prayer

Apologies

Apologies from Jannice and Anne (Email sent with update on the Life in the Spirit Course)

2. Approval of minutes of the last meeting

Sally suggested some changes recommending the term 'Eastertide', typing corrections and requested that a sentence be omitted as it was confusing. Minutes agreed once amended.

3. Matters arising

A. St Margaret's: Notice Board and Sound System – Fr Michael suggests both are put on hold while the quinquennial repairs are undertaken to put the building in good condition

Agreement that as funds have previously been raised to pay for a sound system at Duffield that this purchase go ahead. Jannice has researched different options, one costing around £125.

Discussion regarding notice board for St Margaret's. Sally has a quote for a new notice board - £1,104 with a couple of hundred pounds added to the cost for a section to add posters. Agreement that with current demands on parish finances that the current board be improved rather than replaced.

B. State of Parish finances (Niels and Fr Michael)

The finance committee recently met. The parish currently has a balance of £34,000 in the bank. Fr Michael approached the finance office in Nottingham to check how much of this needed to be held in reserve, as previously some have held that there at least 6 months running costs left in the account. The office said that because there is a 'set off' account operative in the Diocese this can act as a general pool for all parishes in case of emergency, lessening the need to keep a large sum in the bank at all times. Essentially therefore there is no lower limit, though Fr Michael said he would not regard it as prudent to go much below £10,000 (£8,000 at a pinch). What this advice does though is to confirm that many of the quinquennial repairs can be put in hand straight away. As £3,000 is already dedicated to the parish mission, with a further £1,000 allocated to additional costs such as printing, this leaves £20,000 available for repairs. Last year's finances were better than the past few previous years, with a comfortable surplus. St Margaret's is currently bringing in a very useful £4,000 - £5,000 per annum in rental income. There is no need at the present time for recapitalisation through fund-raising.

Sally queried that a donation was made to fund a way side cross/notice board – Fr. Michael explained that donations need to either be made freely or if certain items are preferred, such as a notice board, these need to be given.

Barbara said that it causes unrest when money is raised for specific causes and then not spent on this.

David confirmed that when money is raised for a specific cause it will go to this.

Fr Michael said that this was a valid point, but also clarified that if money is being raised for a specific project, such as the sound system at St Margaret's, it is essential that the people promoting it see the project through.

John also suggested that if a project is set up it needs to take on the complete financing of the project. Barbara commented that it could also be that money is being raised towards a current project e.g. when money was raised to pay towards the flooring in the parish house last year

C. Refugee Sunday

Fr Michael explained that it is Aid of Refugees this coming Sunday, which clashes with the return of the family fast day CAFOD envelopes. The date for Refugee Sunday is not in the diocesan calendar. Agreement that Fiona will liaise with Fr Michael regarding a suitable date to talk about the Derby Refugee Centre at the end of mass, and for there

to be a second collection. Fiona will resend information on the work of the centre to the PPC members.

4. Update on Buildings and Sites Issues

- Issue of a committee

Fr Michael is meeting with Liz and David Walker (who have extensive experience in the construction industry) on Friday to discuss formation of the committee. A retired structural engineer, Trevor Smelt, has also given very valuable advice and is willing to offer further help. Fr Michael explained that it will also be important to have skilled trades people, like Paul, known to the committee as well those that can facilitate projects, such as people that can open up buildings etc. for workmen. Skilled spouses and friends of parishioners are also invited to get involved.

- The wall next to the Presbytery drive

The retaining wall is in a poor condition. Fr Michael has approached Amber Valley Borough Council (AVBC) regarding responsibility of the wall and has been notified that a clause in their conveyance document dating from 1898 excludes AVBC responsibility for the wall, despite the ivy growing from the AVBC side. AVBC will remove the ivy and treat the ground on their side. There are also rocks causing stress to the wall – AVBC have advised that the removal of these stones is the responsibility of the allotment owners. David Pipe asked if Fr Michael has approached an AVBC councillor regarding the wall. David Barlow explained that AVBC would not even attend a site meeting. Fr Michael is meeting with a loss adjuster to check if the insurance policy covers the wall repairs required, although he suspects that the wall damage will be considered a maintenance issue and not covered in the policy. Fr Michael invited David Pipe to the meeting. David Pipe will speak to an AVBC councillor regarding the issue. Fiona asked whether the responsibility for the wall was listed in our conveyance deeds. David Barlow explained that the document is very complex – Fr Michael has discussed the issue with a family friend, who works in a legal department, and has been informally advised that there would be no grounds for court action, which would in any case likely be more expensive than undertaking the repairs.

- The Quinquennial report – discussion with Trevor Smelt

Trevor has checked the report and advises that the urgent repairs are relatively small and should be actioned as soon as possible. Fr Michael suggested that St Margaret's should be kept in good condition as it generating a much needed rental income. Paint is coming off the wall in places, blue tack marks – agreement that a fresh coat of paint will improve the appearance.

The majority of the repairs are at St Margaret's, other than the eaves at Our Lady's. The centenary of the building of Our Lady's will offer the opportunity for raising awareness/funds to support with building improvements required in Belper.

Trevor suggested the erection of folding doors around the altar at St. Margaret's – to avoid the need to dismantle the altar so frequently on certain occasions when the building is hired out. This would need to be discussed with the congregation there.

- The Presbytery kitchen

Paul Walker has been offered some kitchen cabinets from a customer who is having a new kitchen fitted. Although in the long term works need to be completed to treat rising damp, tank walls, plaster and re-decorate agreement that the offered kitchen cabinets should be accepted with thanks. The cupboards can be stored either in the lean-to or dining room until they can be fitted. Niels also offered storage space in his home if required.

- Orchard at St Margaret's

David Barlow has received an email from Kathy advising that she has received donations for a further three trees. David suggested that as a council we now discharge the issue of the orchard, with the proviso that no more than 12 trees are planted without further consultation. David suggested that as a parish pastoral council we need to trust the environmental group to manage the orchard project, noting that they are responsible people. Barbara commented that the area is looking nice with the daffodils coming through. Niels suggested that further requests for updates would amount to micromanagement. Sally raised concern that if the scouts are playing in the grounds they could cause damage to the trees. Barbara said that those using the grounds will be responsible for their actions and Melita suggested that if the scouts are involved in supporting in the care of the trees they will be aware of them, and not damage them. Agreement from the PPC that the environment group go ahead with the orchard at St Margaret's coming back to the PPC if there are any issues.

5. Ministry of Word and Communion (Discussion on Part 1 of updated 'What is the Role of a Pastoral Council?')

- Noting of additions
- Effective liturgical planning: looking ahead
 - o Reconciliation services during Lent, inc. FHC children

Upcoming Sacrament of Reconciliation for the children preparing for their first Holy Communion will take place on 01.04.17.

During Lent Adoration of the Blessed Sacrament and confession will be available on Tuesdays and Fridays. This will not be affected by the Leisure Group mass planned for 23/03/17.

- Holy Week (including ecumenical events) and Easter;

Maundy Thursday mass will be at 19:30, Good Friday liturgy at 15:00 and Easter Eve at 21:00.

- Divine Mercy Sunday at St Mary's;

Divine Mercy Sunday will be celebrated at St Mary's on 23.04.17 – Details to be provided in the Parish Bulletin and through a flier.

- Monthly Holy Hour outside Advent and Lent;

This is planned to take place one hour before Adoration of the Blessed Sacrament on Mondays and Tuesdays during lent. Fr Michael asked what time/day would be good through-out the year– agreement to trial various times/days, as retired parishioners may well prefer day time, whilst those working may prefer evening. Vocational material will be available for those who prefer, although the time can be used to spend time in adoration of the Blessed Sacrament without this.

- An Anointing service for the Sick, Elderly and Housebound

The Alfreton Healing service is well attended, and parishioners attend that from our parish (also some go to St George's, Derby). Agreement that it is good to have these local well-attended services and that there is no current need to duplicate. However an annual anointing service organised by the SVP for those who find accessing the other services is appreciated. Timing for a service this year discussed. Barbara confirmed that either the beginning or end of July will be good, but to avoid 8-14 July as this is a busy time.

- Training of additional Ministers of Holy Communion;

There are currently 9 ministers who attend the Saturday vigil, 4 for Duffield, 2 of whom are married, and 4 for the 11am mass. 2 ministers want to come off the rota, so there is a need for more ministers to be trained. One parishioner has come forward for Duffield, and they will be guaranteed a place at the next training opportunity. Offers from those willing to train were forthcoming. Fr Michael will take the matter forward.

- Confirmation programme for teenagers;

It is coming up to the 3rd year anniversary of the last confirmation of students in Key Stage 3. Phil Smith, Lisa Walton and Niall McGarigal will hopefully lead the programme. The Bishop's secretary will be confirming a date for confirmation next week.

- Centenary of Our Lady's Church December 2018

It is time to start thinking about how we can mark the centenary of the building of Our Lady's which will be celebrated in 2019.

Agreement to discuss sections on The Ministry of Compassionate presence and The Building of Communal Spirit from 'What is the Role of a Pastoral Council?' at the May PPC meeting.

6. Update on Life in the Spirit course

Email update from Anne Halliday. A notice has been placed in Journeys magazine and contact is being made with churches together in both Belper and Duffield. There are plans for a sign up list, flyers and announcements in Masses over the latter end of Lent. Both sessions likely to be Our Lady's because St Margaret's is booked on Wednesday evenings. If there is a huge response we might need to reconsider the day of the evening sessions (the course in Alfreton has attracted nearly 100 attendees!)

7. Beginning to focus on the 2018 Parish Mission

The Sion Community will get in touch with the parish 9 months prior to the mission. We need to start praying that the project will be fruitful – particularly in the early stages that someone will feel moved to head the mission up as the main contact, and for a strong support team. Together the team will need to pull together housing offers, meal support, those willing to visit, and involve musicians and creative people to help develop the theme. We do not want a pre-packaged theme, but rather a mission bespoke to our parish. Agreement that for now it is sufficient for Fr Michael to contact the Sion Community and confirm the date to focus attention. When we know the date we can advertise for input.

8. Recommendation that fund-raising is best focussed on the Mission in the short-term and that fund-raising for repairs/renovations of the fabric at Our Lady's is best undertaken in association with the Centenary Year (Christmas 2018/2019)

The mission costs are £3,000 plus an additional £1,000 for additional costs, such as printing. Agreement to pay for the mission from existing parish funds and to fund raise specifically for the repairs/renovations of Our Lady's. Fiona's suggestion that people are invited to make donations when attending mission services was agreed. Also that with regard to the fabric it would be good to fund raise for visible and tangible works.

9. Sick and Retired Priests Fund Sponsored Walk 23 May – 10 June

There is a big push to raise the additional £2 million required to reach the £5 million target for the Sick and Retired Priests Fund. The parish has been asked to provide accommodation, meal and transport support over the Bank Holiday Weekend in May, to support the sponsored walk. Some concern that the parish may struggle to provide all the support requested. Niels pointed out that the parish has twice over reached the goal for giving to the fund. Fr Michael to speak to the SRPF rep.

10. Report from the Duffield Christian Council, including Duffield Elderly, Isolated and Lonely Project

Times of services for Lent and Holy Week will be published along with other churches in Duffield. There is a need for more collectors for Christian Aid, during Christian Aid Week beginning 14th May, until 20th May. A request for volunteers will go in the parish bulletin. Our parish contributes £220, as do all churches, to the general fund. Most churches also donate to the Duffield Homeless Committee, although our parish didn't last year. Agreement to hold a second collection to raise funds to contribute to the Duffield Homeless Committee. (Duffield Elderly, Isolated and Lonely Project was discussed under 11.)

11. Report from Churches Together in Belper, including Christians Against Poverty and Belper Town Chaplaincy

Churches Together are planning an event to be held at the Bridge on King Street at 11:00 on Good Friday. There is a request for the Catholic Church to provide nails and a hammer. Request for volunteers to help serve soup, which will be served at Number 28 and proceeds donated to Christian Aid. Barbara confirmed that she and Pat have already been approached and have agreed to help. Any one able to make a soup is

requested to deliver it at Number 28 after 10am. Christians Against Poverty are holding their first anniversary celebration on Friday 31st March at the Baptist Chapel in Belper at 19:30. Melita offered to represent the parish at this celebration.

'Thy Kingdom Come' Course has been offered, but it was decided not to engage with this as it will clash with our current plans for 'The Life in The Spirit' course.

One parishioner has come forward to act as a Belper Town Chaplain and other parishioners have asked to be kept informed of developments of the town chaplaincy.

Sally spoke about the Duffield Action Plan to support isolated and lonely people living in Duffield. There are various opportunities for social contact; lunch clubs, coffee mornings, chair aerobics, monthly chiropody and discussion sessions. Sally queried if there was something that we could offer as a church, for example an afternoon tea, counselling sessions etc. Agreement that leisure group activities, such as the recent film show be advertised. Sally was also invited to speak after mass at Duffield about the project on some suitable occasion.

Discussion about 'Journeys' – there has been an issue with the resolution of the photos when uploading to the website. Niels is working to resolve the issue.

12. Closing Prayer

Fr Michael closed the meeting with a prayer

Next meeting to be held on

Wednesday 10th May, 7pm until 8:30pm

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