**St Aidan’s Parish Pastoral Council**

**Minutes of Meeting held 4th December 2017 in the Presbytery.**

**1. Present**: John Hannacher (JH, Chair), Fr Ken (KP), Ruth Bardou (RB), Sue Finch (SF), Brian Gallagher (BG), Vivianne Gattoc (VG), Deirdre Lay (DL), Louise Moss (LM), Anne Parsons (AP), Vince Smith (VS), Virginia Wedgwood (VW).

**Apologies**: Peter Kirk (PK)

**2. Prayer and welcome**: JH welcomed all and the meeting commenced with a prayer from Fr. Ken.

JH welcomed RB. Ruth will be assisting with the Ecumenical ministry.

**3. Minutes**: Minutes of the last meeting 11th September 2017 were discussed, and the item about the May Fayre has subsequently been amended:

May Fayre is not viable because there are not enough volunteers. Erecting and dismantling the marquees is hard work, and in addition to this there were not enough volunteers to run the stalls on the day. Many had signed up in advance to say they would help, but this did not materialise. DL stated it is not that she is standing down, but that whoever it is that coordinates does not currently have the support necessary.

**4. Ministry reports and discussion as necessary**:

**4.1 Finance**. Report from SF:

The Parish income since September has been typical for the autumn months and no major expenses have occurred.

The Parish was audited by Richard Robinson on 14th and 15th November and we are waiting his report. However, Richard told Fr Ken it was one of the best audits he has carried out this year. Informal feedback during the two days suggested a couple of areas where improvements could be made:

i. Budget: mandatory by canon law. I informed him that at the present moment we have reserve funds which continue to increase, and there is no foreseen major expenditure. If this changes we will respond as required. SF to share Richard’s comments with Philip Patten and the rest of the Finance Committee.

ii. Health and Safety file. There should be a centralised folder with all information regarding servicing of equipment, checks on the fire alarm, risk assessments etc.

Steve Gill set up a file before he left the Parish with a weekly checklist and ‘how to’ instructions. LM and VW to meet in the new year to review this and check it contains all the required information.

The Finance Committee will meet once Richard’s report has been received.

Fr Ken proposed a vote of thanks to SF and the Finance Committee for their excellent work.

John Walden has agreed to join the committee and will become responsible for Gift Aid. He has also joined the counting rota to replace Steve Gill.

**4.2 Liturgy.** Report from VS.

VS shared the minutes from the most recent Liturgy group meeting on 6th September.

After the departure of Dcn John Crowshaw, they are trying to re-establish the Liturgy Group. Alice Salczynska is joining the group, and Dcn David and Dcn Peter have been invited.

**4.3 Formation.** Report from BG

The First Holy Communion programme for this year is now underway, with a team of four catechists, and has already had some excellent feedback from parents.

The Pastoral Area Confirmation programme has also started at St Joseph’s, but as expected (due to the inclusion of Yr 8’s last year) there are no candidate from St Aidan’s this year.

**4.4 Social and Cultural.** Report from DL

Julian Adcock has agreed to lead a cheese and wine social event/fundraiser. DL to liase with him to arrange.

It was suggested that we try and engage the Polish community more with regard our fundraising efforts. If we are planning an event which needs a large indoor venue they should be approached about the Polish Club.

Parish lunches are continuing to be well attended, and there are some new faces on the coffee rota.

**4.5 Maintenance.** Report from VW.

The windows and gutters are cleaned twice a year and are booked to be cleaned on 14th December by WCS. However, the external Presbytery windows need doing more often, and it was agreed they should be done every 2 months.

The condition of the outside lights on the grass outside the Hall were discussed. It was agreed to leave them for the time being.

SF suggested it was time for the Hall to be re-painted, as it was many years since it had last been done. VW to arrange quotes for the work.

**4.7 Ecumenical.**

There are various Ecumenical events due to take place:

Carol service at the Epilepsy Centre – 2pm on 13th December

Carol Singing on the Green in Little Chalfont – 11am on 9th December

Women’s World Day of Prayer (WWDP) – 10.30am at St Michaels in Chenies on 2nd March

Harvest Service at the Epilepsy Centre – 25th October (time tbc)

**4.8 Youth.**

This ministry needs a replacement for Bernie Hassim.

The Youth Group COMPASS has not been re-started. There was a meeting on 29th October for all interested parents and young people, which was heavily advertised, but which was very poorly attended.

Youth Mass at St Aidan’s is also poorly supported at present. It was suggested that we ask if the parents of any of the young musicians would join them and play. There is a meeting of last year’s confirmation group planned for January – BG to speak to them about Youth Mass and try and increase support.

**4.9 Pastoral Area Council.** Report from KP.

A leaflet with details of the Christmas Mass times for all the churches of the Pastoral Area has been produced and will be circulated soon.

**5. AOB**

**i. Acoustics**.

It had previously been agreed that the ceiling above the gallery would be painted to try and reduce the acoustic absorbency of the tiles, with a view to repainting the whole ceiling if it were to prove successful. However, a paint specialist at ICI has since recommended we do not do this, as it will not work.

It was felt that as a Parish we have now done as much as we can to explore the problem and try and find a solution, and that we should now approach the Diocese. When the refurbishment was done, David Riley was led to believe the new celling would have a similar acoustic absorbency to the old one, and now we know that is not the case this information needs to be shared, both to prevent the same issue at other churches, and to request help to find a solution to a problem which has occurred as a direct result of the refurbishment.

VW has complied a report with all the relevant information we have, and JH agreed to use the report to write a letter to the Diocese requesting their input.

**ii. Projector in the Hall**

VS met an engineer in the Hall to look at all the options, and recommended a 65inch TV and a sound bar attached to the wall opposite the patio doors (roughly £1100, £150 plus bracket to attach to the wall). This is a significantly cheaper option than a projector with screen, and will have lower running costs.

It was agreed that while it won’t be used particularly often, it is good to have the facility, both for our own meetings (AGM, Confirmation preparation etc.) and for those who hire the hall from us for their own use.

**iii. Live streaming of the Mass**

In late November, equipment was loaned to the parish so we could record the Mass, with a view to eventually being able to live stream our Masses for the sick and housebound. DL, VS, Declan Brosnan and Michael Cleary filmed four Masses over 2 weekends, with several cameras set to film different angles. There has not yet been a formal follow-up meeting, but initial thoughts are very promising.

It was noted we would need to check we hold the necessary licences for recording of music.

**6. Future Meetings**

The date of the next meeting will be Wednesday 14th March at 7.30pm

**7. Prayer and Close**

Fr Ken closed the meeting with a prayer.

Louise Moss, 29th January 2018