

St. Aidan's Parish Pastoral Council

Minutes of Meeting held 3rd March 2025, 7.00pm at St. Aidan's Presbytery

1. In attendance: John Hannacher (Chair), Fr Roy Karakkattu, Sue Finch, Vivianne Gattoc, David Curtis, Vince Smith, Deirdre Lay, Eileen Williams, Debbie Rogers

Apologies: Peter Kirk, Finbarr O'Donoghue,

2. Prayer & Welcome: JH welcomed everyone, and the meeting commenced with a prayer from Fr. Roy.

3. Approval of Minutes of the last meeting: The Minutes of the meeting held 2nd December 2024, were approved; proposed by VS & SF, there were no matters arising.

4. Ministry reports and discussion as necessary.

4.1 Finance – Sue Finch

SF produced her report (attached). There are no major expenses in the pipeline and an improvement in the finances should, therefore, be reflected in the next quarter. The leak in the toilet was a major expense although this was not enough to be covered by the insurance. A total of £2,900 was spent to repair the leak and sort out the heating in the hall.

JH advised of some very good news as Cytiva (local Bioscience company) have approached us about the possibility of using our car park for their staff to assist with their drive to get their employees back in the office. £10 per space, per day has been suggested and this would be Mon-Thurs, 8.30am to 4.30pm from 1st April 2025. It was agreed that 40 spaces could be offered. DL mentioned that it would have to be with the proviso that there is a 5mph speed limit and signs put up. JH to speak with Cytiva and report back.

4.2 Liturgy – Vince Smith

VS reported that there are new additions to the Choir and with the regular after mass practicing they are really benefitting. Fr. Roy agreed that the choir is performing very well.

Fr Roy confirmed the timings of the Easter services which are the same as last year except that the Easter Vigil will move to 6.30pm at Our Lady's to allow enough time for 9pm Mass at St. Aidan's. There will be one Reconciliation service for both Parishes at SA on 8th April at 7pm.

VS said that the hymns would be the same as last year for the Easter Services.

4.3 Formation

Fr Roy mentioned FLAME on 15th March, we have 5 young people from St Aidan's and 3 from Our Lady's.

There will be a Youth Mass, organised by Federica Ali on 29th March and a further one planned for 28th June. DC said he would like to be involved as well. These Masses will be announced in the Newsletter.

Fr Roy advised of the Confirmation for 2026 which has been confirmed with Bishop David for 9th May. Classes will begin in September with a change from previous programmes which were 25 sessions over six months and will now be for 4hrs once a month on Saturdays from 10am until around 4pm with a break for lunch. Brian Gallagher has decided to step aside as the main Catechist, Fr Roy has asked him if he would still be part of the team and train up the next Catechists. There are four Catechists involved in the programme and Fr Roy has a further meeting next week.

4.4 Social & Cultural – Deirdre Lay

DL reported that the Hall is now back in use, heating sorted and dishwasher serviced.

Some dates to note and to be confirmed:

6th July – Parish AGM and Volunteer Social

31st August – Feast of St. Aidan's - walk and BBQ

16th May – Quiz night, Restore Hope, price suggested £10 – DC to investigate.

Raffle to be held at the Quiz and another one at Christmas.

Dates to be put on the website and newsletter as soon as possible.

4.5 Maintenance – Finbarr O'Donoghue

Work has been completed on the hall boiler, tank replaced and pumps. Heater now working and programmed with timings locked until the summer.

The Presbytery boiler has been serviced and the leak fixed in the church toilet.

The Health & Safety audit took place on 24th February, the report is not back yet but indicated that we ticked all the major boxes. Risk Assessment was fine, nothing major reported. A huge thank you was expressed to DL who put everything together and prepared for this inspection, DC was also in attendance to assist on the day.

4.6 Ecumenical – Vivianne Gattoc

VG reported back from the meeting on 20th February 2025 with some events planned:

- 7th March – World Day of Prayer at the Methodist Church

- Good Friday – Walk of Witness, 10am meet at St. George’s Church, finishing there with tea and coffee.

- 29th June, 1pm Picnic in Westfield Park.

VG asked if these could be put in the Newsletter, 2 weeks before the event.

DC mentioned that Julie Stewart is now on the organising Committee for Beyond Difference.

4.7 Safeguarding – Eileen Williams

EW reported that Suzette Harris will be joining her as Safeguarding Rep and they will have specific duties each. The DBS is in the process of being obtained.

EW recommended using the CSSA website (Catholic Safeguarding website) which has great advice, forms, approval etc. available before planning any parish events and this was encouraged.

Action: EW asked for all volunteers who require a DBS check to complete Level 3 Safeguarding training on-line and any other volunteers are encouraged to complete a short Level 1 training session also on-line. EW distributed the “New training requirements for volunteers in the church” form and JH asked that all members of the Parish Council use it to complete the training, if they haven’t already done so.

4.8 Youth

Please see under Formation.

4.9 Pastoral Area Council – Peter Kirk

PK had circulated the minutes of the last PAC meeting for information.

ANY OTHER BUSINESS

With the Jubilee Year ahead, a parish trip to St Peter’s, Marlow was discussed to include a pilgrimage walk (3 mile one suggested by John Crowshaw). A coach would need to be arranged and the coach to take those on who would not be walking. It was decided that a date, probably in the autumn, would be considered at the next meeting after some investigation.

EW mentioned and handed out some information on ‘Wintershall’ who hold outdoor theatre productions which might be an idea for a future parish outing.

DC suggested we should replace the battery operated sanctuary light with a candle. Fr. Roy agreed and feels we should also move it closer to the altar.

Due to Finbarr being very busy, it was suggested that James Jenkins (Jim) be asked to assist with Maintenance. Fr Roy to ask Jim if he would consider being a representative on the Parish Council for Maintenance along with Finbarr.

Next meeting will be held on 16th June 2025.

Other dates this year: 15th September, 1st December.

The meeting concluded with a Prayer from Fr. Roy.

Finance Report for PPC Meeting
on 3rd March 2025
at St Aidan's Presbytery at 7.00pm

- 1 We have received the Q3 Cost Analysis from the diocese, which shows a drop in our reserve fund from **£132,586** at the beginning of the financial year to **£118,734** at the end of December – a drop of £13,852.

The only major expenditure in this period was the final sum to the builder of £12,290 for the refurbishment of the presbytery. Taking this into account our expenses are still more than our income by £1,563 this year.

- 2 Recently there has been a major water leak in the Parish Hall which was an unforeseen substantial expense.

- 3 The only spending envisaged in the coming months is maintaining the property.

- 4 FYO - Analysis of major spending from September to December

Grounds maintenance	£1,330
Cleaning	£1,870
Property /Maintenance	£2,780
Liturgical	£1,672
Utility	£1,075
Diocesan Levies	£7,174
Salary	£1,282

Th Diocese is now taking a large amount of our parish income and we need to aim for our expenditure not to exceed our income now that the major spending on the refurbishment of the presbytery has been finalised.

- 5 We Have been approached by Citiva regarding the hiring of our car park during the week JH to report.
- 6 Offertory Envelopes have been ordered for 2025.26.

Sue Finch