**Minutes of St Joseph & the English Martyrs Parish Pastoral Council**

**Tuesday, 2nd May 2017@ 7.30pm at No 3**

Present: Fr Peter, Fr Fortunato, Mike Bowes, Alison Jones, Vincent Micallef, Bertie Napier, Marie Rhodes

1. **Minutes of Meeting on 21st February 2107**These were agreed.
2. **Mike Frost**Members of the PPC were keen to acknowledge the dedicated service offered by Mike over many decades both to the Parish and wider ecumenical community. His involvement in faith formation had encompassed many groups and guises but always to the benefit of those involved. Fr Peter to write to DF with AJ to draft letter.
3. **Review of Planned Giving Campaign**

**Impact on Parish Finances**

This was a highly successful campaign which has resulted in enormous amounts of work being undertaken by Mike Carroll and Martin Curran to process all the relevant paperwork. It has been undertaken most efficiently and thanks are due to Mike and Martin for their input and dedication. The effect on parish income is an increase of 18.5%. The reduction in plate has been offset by an increase in standing orders while Gift Aid has also increased by 25%.

 **Response to requests for volunteers-next steps**

AJ had formulated a spreadsheet of all responses and then sorted by area to create lists of volunteers. These would be distributed as appropriate to follow up offers of support and utilise talents offered.

 Fr Peter advised that an upcoming parish census may assist with contact queries but will also solicit further offers of assistance/volunteering.
Forms regarding the campaign remain on the website and at the back of the church for those who were away on the final Sunday when forms were distributed for completion during the Homily.

**Other Parish finance and administration matters**

The Parish finances across all 3 churches have now been merged into one parish fund with one system and bank account, thanks to much hard work by Mike Carroll and Martin Curran. The running costs of each church/community could be separately identified under the system. Further work was in hand

to decide how to apportion the overheads of running the parish between each community. The integration of MH and SBW into the Parish had significantly increased the administrative detail/planning/finance workload increasing associated meetings from 15 to 35 annually. Discussion took place on how to ensure open communication and involvement but alleviate workload.

1. **Parish Centre Matters - Users Group**VM had recently assumed the link role and reported back on their latest meeting including feedback from the recent annual health and safety inspection.
2. **Buildings Update**No urgent issues.
3. **Adult Formation**
Fr Peter advised Caritas were promoting Catholic Social Teaching through Liturgy and would ask the Diocesan representative from Waltham Cross to speak at our next meeting.

A forthcoming initiative by the Anglican church, supported by Archbishop Nichols,“Thy Kingdom Come” would be based in St Andrew’s MH. It was hoped that this parishioners from all three churches would attend and so further links in the parish.

1. **Outreach/Youth Worker**Opportunities for liaison within the locality would continue to be explored possibly widening the brief to include general catechetical provision as well.
2. **Social Matters**
Debbie Hourihan is bringing energy to the role of Chair of the Social Committee and the next event planned is the Parish Fun Day on Sunday, 9th July.
3. **Any Other Business**
a. Golf Day - BN reminded those present of the upcoming Parish Golf Day.
4. Fr Peter raised the issue of 2nd collections and promised to email the list in advance of the next meeting to allow consideration. Reminder any individual able to arrange event in support of any charity but 2nd plate collections largely dictated by Diocese with some limited flexibility.
5. Fr Peter noted a PPC representative was needed to oversee health and safety issues relevant to the Church which MB kindly agreed to undertake on an interim basis.
6. The Parish website is now updated regularly with Debbie Jackson uploading/removing material as appropriate however PPC minutes need updating.
7. Parish Annual Meeting – AJ flagged the need to consider this at the next meeting.

**Date of Next Meetings**: Monday, 17th July 2017 (Marie Rhodes away)

 Tuesday, 26th September 2017 all at 7.30pm at 3 Windhill