

All reports November 2021

Chairs report to the Pastoral Parish Council – Roger Hyde
9th November 2021

The steering group with Fr Tom, has met twice since the last meeting and positive acceptable ideas have come from lengthy discussions and help from Parish records.

The use of our facilities has been noted from records of stake holder use and with an expansive view of the future taken into account, we now have a good idea of what will be needed.

The idea is to approach the future in two ways.

Firstly to refurbish all the various properties on our estate to the standard required by our experience of living with Covid. This means ventilation, lighting, decorating and re furnishing where appropriate.

This will include the car parking area for Fr Tom and another and a look at the garden area between the Presbytery and Fr Andrews flat and hopefully the transfer of the stained glass windows in the hall to other places replacing with plain lattice windows.

This exercise, we feel should be commenced as soon as possible leaving any new Scout Hut rebuild to follow on in its due time.

The second plan after reviewing our meeting with the architects on Wednesday last is to make the new build a similar size to the existing Scout Hut and adjoin the new building in some way to the existing kitchen / toilet area which in truth has all the facilities needed for both buildings

Financially this makes very good sense.

Parts of the interior will need to be modified to allow for a shower and revamped kitchen to allow entry from both halls and storage areas.

By adopting this plan the parking place numbers will also increase from 30 to 36 places.

Good news for some.

However the problem of random parkers will still be with us, and need to be resolved at a later date.

Ideas have been drawn to guide the architects and can be shown is required.

We now await what the technically design could look like in the very near future and also approaching the NHDC planning to see if it is an acceptable plan.

All modifications to the Kitchen / toilet area made will be to facilitate the new design.

Roger Lawrence-Hyde
5th November 2021

Area of Activity – Parish Finances and Administration – David Wilson**Parish Finances**

The impact of the COVID Pandemic continues to put pressure on the Parish finances with an ongoing month-on-month deficit. Furlough payments have kept this in check but with the end of that relief and, as yet, little improvement in Offertory or Hall Rental income, we do not expect the situation to improve in the short terms. Going forward, careful, managed control of expenditure will still be necessary.

Works Services

The Finance Committee continue to work with the Architects and the Steering Group to consider alternative options for the design and siting of the Replacement Scout Hut. The Committee also continues to support and advise sponsors of other Parish Projects.

An application has been made for a grant from Growing In Faith Parish Project monies to fund the cost of the replacement boiler serving the Hall/Church.

Parish Audit

The Parish is scheduled for a Diocese Internal Parish Audit next year and may also be subject to an External Audit.

It is important to note that the Internal Audit covers all aspects of the administration of the Parish, not just the Parish finances

Hitchin Pantry

The Finance Committee were pleased to support a request from the Diocese, through Fr Tom as Parish Priest, that the Hitchin Pantry be adopted as a Parish Project.

Objectives set**Who****Area of Activity LiveSimply (including Justice & Peace)- Ann Milner**

This is my 1st report since rejoining the PPC. I was unable to produce a report prior to the October PPC as I had just come out of hospital and was still feeling somewhat weak.

Justice and Peace (J&P) issues have always been part of the CAFOD livesimply scheme. Unlike the Eco Church scheme from which it was developed, the CAFOD scheme is not purely about sustainability. It is also about living in solidarity with the poor and marginalised and this is very much to do with J&P. In addition, the CAFOD scheme encourages campaigning and indeed the livesimply team has organised campaigns on subjects such as Drone Warfare as well as participating in CAFOD campaigns such as Share the Journey.

It would have been appropriate for J&P to have been included in livesimply reports from the time that the parish was awarded the accreditation however that was not the case due to various reasons. There is now no reason not to include J&P within livesimply reports.

Activity since rejoining PPC

YCCN Cop26 Relay: A member of the OWLS (One World/livesimply) group took part in the Young Christian Climate Network (YCCN) COP26 Relay, walking from Marsden to Leeds. The same person had also joined them for the Oxford to Leamington Spa section and planned to do the Newcastle to Holy Island walk but had to withdraw due to health issues.

J&P Meditation: A member of the OWLS group was invited to prepare a meditation for the Feast of St Francis on 4th October which was well received. A copy of the meditation was provided to the convener of the Laudato Si Animators group as well as the Westminster Justice & Peace Co-ordinator.

CAFOD Harvest Fast Day: The OWLS group normally do not support CAFOD Fast Days as the parish usually has several 2nd Collections on behalf of CAFOD. This has not been possible since early 2020 due to COVID therefore we had intended to support the 2021 Harvest Fast Day by distributing envelopes at Masses. However it was felt that it was still too risky given the current state of infections so Fr Tom generously decided that the parish would donate £200 to CAFOD.

ACTA Synod Conference: A member of the OWLS group attended this. It was informative and the presentation by Sr Gemma Simmonds was very stimulating.

Welcome Little Amal (25th Oct) & Candle-lit Procession (1st Nov): A member of the OWLS group attended both of these events. A giant puppet, Little Amal had journeyed from the Turkish/Syrian border to highlight the plight of child refugees and was welcomed by Cardinal Vincent into Westminster Cathedral. It was a very moving prayer service. On 1st November there was a candle-lit procession from Westminster Cathedral to Farm Street Church to pray for the success of COP26. We were very lucky with the weather as it was mild and dry!

Social Meal: The OWLS group had a social meal which was enjoyed by all.

Suggestions for change/improvement/issues to be addressed

Combine livesimply and J&P Reports – see above

Objectives set

Who

OWLS AGM to be held on Monday 15th November, 14:30.

OWLS
Team

Book OWLS Coffee Mornings for 2022

OWLS
Team

Identify Charities to be recipients of Coffee Morning proceeds

OWLS
Team

Area of Activity Maintenance – John Scott

Activity since last PPC meeting

Volunteers are back (JVC working like 2 men) so the pending list is being addressed ...

I've shown where contractors have been employed , and highlighted where in-house work has either involved significant work or saved us money or distress.

----- snags addressed -----#

Green = task done by contractor

Yellow = significant task

0611_1/ Safety light over Presbytery kitchen door u/s - replaced.(JVC)

0611_1/ Safety light over Presbytery Garden door u/s - replaced.(JVC)

0611_1/ Flat 2 standard/reading lamp repaired.(JVC)

0611_1/ Flat 2 front door mortice lock repaired.(JVC)



0611_1/ Flat 2 mattresses wrapped ready for disposal.(JVC)
 0611_1/ Flat 2 roller blind repaired.(JVC)
 0611_1/ Flat 2 new bedding and mattress purchased.(JVC)
 0611_1/ Flat 2 'Marching out' inventory check carried out.(JVC)

0311_1 EC Heaters (JVC, ME , Trish , E.D'Alzon)
 0211_1/ FinalFix DorisHarris Room Loo (Johns)
 0111_1/ Cheryl's flickering striplight (ME)
 2510_1/ check condition of FoggerExplosion socket (js)
 2510_2/ piano hinge on sound deck (js)
 2510_3/ sort out dodgy handle in Flat2 (JVC)
 1510_1/ jury-rig fix to DorisHarris room Loo (MikeE)
 1210_1/ finish EC door failure (SESecurity)
 1110_1/ replace failed power socket in church (JVC)
 1010_1/ lightswitch magic at parish house door (JVC)
 0910_1/ shower leak fix magic - CH TopFlat (JVC&Kevin Boyle)

Suggestions for change/improvement/issues to be addressed

Imminent/In-hand

balance hall de-strat fan (Justin?)

extractor fan in UCR (Oliver ?)

main gas heating boiler (G&A)

Get quotes for electrical / safety work (MikeE)

Re-inspect sacristy corridor roof in rainstorm (js)

*this was stated to be "in hand" a year ago ... haven't found the source of the very occasional drips . have established several bits of structure that aren't leaking **Still outstanding***

Objectives set

Who

Area of Activity Outreach – Trish Bonnett November 2021

Activity

Outreach

- There is a robust system of visiting housebound parishioners with Communion, by some Eucharistic ministers and the Priests. Br Adams will also be visiting parishioners with Communion.
- Milford Lodge Care Home Mass cancelled as they had to close the home to visitors because of positive covid cases in the staff
- Liz Wills launched the Hitchin Pantry on 29th October with Bishop Paul in attendance. Recruitment of staff has gone well.
- Attended online talk on Spirituality and Dementia with a view to see how we can reach out to parishioners and their family carers who are living with this.
- Synodal Pathway has been introduced in parish and currently collecting information from parishioners about their preferred method of sharing. At time of writing we have had 44 responses to the survey and hard copies for those who are attending Mass this weekend

will be handed out for completion also. This is very promising. The UCM have said they want a session for themselves on 1st December which we are arranging.

Liturgy

- Numbers for Mass attendance on Sat and Sunday Masses is around 210 people and hopefully growing.
- Trying to recruit more MCs for Sunday Masses (8.30am) and weekday Masses (Tuesday) as the current MCs are generally older and gradually retiring. Richard is helping to co-ordinate this process too.
- Planning to have Mass for children on Christmas eve to try to bring families back. All Masses at Christmas will be by booking. Plan to get that sorted soon.
- Advent service and Carol service will happen if I can find someone to run them as I will be involved in rehearsals and performances of the Nativity at Wintershall this year.

Suggestions for change/improvement/issues to be addressed

Objectives completed from last report

Communicate the requirements of the Synod to all the parish effectively.

Who

Trish

Objectives set

Set up meetings for the Synod and look at ways to ensure this is an ongoing process in the parish.

Who

Area of Activity GDPR – Trish Bonnett November 2021

Activity since last PPC meeting

- Nothing to report at present.

Suggestions for change/improvement/issues to be addressed

Objectives completed from last report

The Audit process is now on going.

Who

TB

Objectives set

Who

Area of Activity Safeguarding – Trish Bonnett November 2021

Activity since last PPC meeting

- Nothing to report at present. Focus has been on the Synod

Suggestions for change/improvement/issues to be addressed	
<ul style="list-style-type: none"> Need to do the new Educare modules and encourage all those who are having a DBS check to do the same. 	
Objectives completed from last report	Who
Objectives set	Who
<ul style="list-style-type: none"> Promote Educare training to all group leaders and catechists in the parish. Strongly encourage them to register and do modules. 	TB/MG

Area of Activity Gender Diversity - As I am November 2021	
Activity since last PPC meeting	
<ul style="list-style-type: none"> The website has been updated with information provided by the Westminster LGBT group and Christine Laubin. 	
Suggestions for change/improvement/issues to be addressed	
<ul style="list-style-type: none"> Consider if we still going to put up the banner. 	
Pastoral objectives set in motion since last report	Who
Pastoral objectives set	Who