

ST HUGH OF LINCOLN, LETCHWORTH GARDEN CITY
Meeting of the Parish Pastoral Council held
9 November 2016, 8pm, Fortescue Hall

Present: Fr Jimmy, Ann-Marie Palmer, Phil Clarke, Alan Scouller, Angela Scouller, Peter Spreckley, Jackie Maddison, Jackie Quinn, David Legg, Terry Benson, Ian Hunt, Ian Allott, Cliff Marshall, Monica Middlemiss, Sue Card

Apologies: Alex Rebello, Alan Ryan, Ursula White, Angela Spreckley, Sr Joan, Peter Franklin, Patsy Marshall

	ACTION
Phil welcomed everyone and asked Fr Jimmy to open the meeting with a prayer.	
<u>Approve the Minutes of the PPC meeting held 13 July</u> The minutes were approved.	
<p><u>Update from Fr Jimmy</u></p> <p>Mass Count: Fr Jimmy advised that for the last 4 years, the Polish community had been included in the annual mass count but that they are now counted separately. Therefore in 2 years' time when these figures are published, our average mass attendance will drop by approximately 200. Fr Jimmy advised that weekly numbers can vary with the average attendance this time being 572. Fr Jimmy pointed out that the mass count does include children and that this figure was used to calculate the 'average giving' figure; whereas this would be more sensibly done by household.</p> <p>Mission Week (Year of Mercy):</p> <ul style="list-style-type: none"> • Fr Jimmy advised he was pleased with how the week had gone and that it was an important thing to do. The themes for the week were thought up by Fr Jimmy, although he did speak to a number of individuals as well. For those who were unable to attend Fr Jimmy advised that visiting priests spoke each night for approx. 12 – 15 minutes; with attendance for these ranging between 25 – 35/40. The 6.30am commuter mass was attended by 4 – 12 people over the week. • It was commented that the morning 9.30 mass, followed by refreshments in the parish house was very enjoyable and the week overall was a spiritual experience. • The session with Fr Ivano on the Holy Door the Sunday before the Mission week served as a great introduction to the week. • The Diocesan Pilgrimage on 8 October at St Albans Abbey was also the start of the Parish visitation by Bishop Paul. <p>Misc – <i>something to think about</i>: Fr Jimmy posed the question of whether we could look at the number of masses over holiday time as the mass population goes down over this period. It was not discussed further at the meeting and it was suggested that those in attendance could take back to their various groups.</p>	

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<p><u>Premises Update:</u> The following was presented by Alan Scouller <i>At our Committee Meeting yesterday, 8th November, we were joined by our Architect, Colin Smart, and the Diocesan Building Surveyor, Chris Fanning. Colin took us through all the plans which had covered comments made at the Parish Meeting. These detailed plans were explained and fully discussed with points raised by Colin, Chris and Committee members agreed and noted by Colin.</i></p> <p><u>Next Steps</u> <i>Tenders for the building, which are detailed, will be invited from Contractors in the week commencing 21st November for return within a month for consideration. Subject to the weather building is planned to start in February 2017 with completion in June 2017.</i> <i>Alan Scouller 9.11.16</i></p> <p>Other comments to note:</p> <ul style="list-style-type: none"> • Members of the Premises committee were very impressed with the amount of detail in the plans. • Exact costs won't be known until tenders are received. It would be good to know how much the additional 2 metres would cost / could be saved, although it is preferable to keep this if possible. • Alan advised that if there is to be a shortfall in funds then we should be prepared to go the Parish for a special collection. • Alan advised that in the New Year they would have further discussion with various groups re fitting and that it would be good to have some ladies on the Premises Committee. • It was confirmed that the disabled toilet will need to be demolished before the replacement can be built as part of the new building. Therefore we will be without this facility for a short period of time. • The original plans are already uploaded to the Parish website, with a view of what the new room will look like, for anyone interested. • Alan advised that he has been very impressed by the work of the architect. • Cliff confirmed that plans are very comprehensive and that from experience if we can pre-determine as much as possible up front, there is less possibility of extra unforeseen costs at the end. • It was felt that once work commenced there should be a board somewhere with a plan of works so everyone can see what we are doing. This is a major project for us but not big from the architect's perspective. They are keen however that it looks good and that we are happy with the end result. • It was advised that the car park is very likely to be out of use during the works and there was a discussion re alternative arrangements for those with mobility issues. Ian Hunt agreed to look into possible use of nearby Council car park or possibly the Nexus. • Alan advised that the Plans for the building have been signed off by Chris Fanning (Diocesan Surveyor) as ultimately the contract will be between the Diocese and the Contractor and Chris has to answer to the Diocesan Trustees. 	<p><i>Ian Hunt</i></p>
<p><u>Finance update:</u></p> <ul style="list-style-type: none"> • Following Fr Jimmy's anniversary in June, and the parish collection that was made, Ian handed a balance cheque to Fr Jimmy of monies that had since been received. • Currently £129K in the Bank (£29K of which is GIF monies); which is less than Ian would have hoped at this time. The Gift Aid claim is to be made this month of approximately £13.5K. • Other works to be carried out include the boiler being replaced in the church and the car park being re-surfaced. • Estimated monies from the GIF project is £140K with 5% of this to be for local caritas work. We will use our own funds in the interim. High estimates for the build are £160K. The Diocesan average fall off in continued payment of GIF monies is 6% but we are currently better than others in the Diocese. 	

<p><u>Any Other Business:</u></p> <ul style="list-style-type: none">• Monica advised that she had been offered a 10ft artificial Christmas tree and did we want it for the hall. A brief discussion was held but it was agreed that we would like the tree. Arrangements would need to be made to put it up / decorate it. <p>Next meeting <i>February meeting postponed – new date TBC.</i></p>	
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Certified a true record:

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Chair

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Date