

**Parish of Old Hall Green and Puckeridge**  
**Minutes of an Open Meeting - Wednesday, 3<sup>rd</sup> June 2015**

Present: Fr John White, John Vaughan-Shaw (Chairperson), Cathy Groom, Sheila Murton, Michael Stacey, Kathryn Riley, Breda Jackson, Jacques Giles, Denise Vaughan-Shaw, Moira Grethe (Minute Taker)

**NB a mention in BOLD indicates action required**

1. The meeting opened with a prayer from Fr John
2. Apologies: Tricia O'Neill, Annette Nosworthy
3. Minutes of last Meeting on Wednesday, 11<sup>th</sup> February 2015 were approved and accepted
- 4 Parish Report from Fr John :

Fr John introduced Moira Grethe as the new Parish Secretary, part-time hours on a Friday afternoon (14.30 - 17.30 can be flexible)

New jobs for the OHG Hall - Roof, Windows, and the insulation of the walls, also Heating; Puckeridge – Heating, Disabled Toilet, Kitchenette area

5 Matter arising from Minutes not covered by Fr John or the following agenda:

(b) Fabric : New jobs for the OHG Hall - Roof, Windows, and the insulation of the walls, Puckeridge – Heating, Disabled Toilet, Kitchenette area

(c) Puckeridge – Disabled Toilet and a Kitchenette area; the removal of the Organ would give extra space for Communal use. *John Vaughan-Shaw said he had looked on eBay and the organ was of no value.* Perhaps a carpenter would like the wood from the organ ?

(d) Hall (OHG) Quote approx £6-7K, Wiring £2K etc is it worth the cost? especially as the Hall is not used to its full extent

(e) Proposal for the changes to the hall, possibly removing the Fire Place? The hall would then look like a plain box with no character

(f) Church (OHG) Floor covering cost about £18K, It was mentioned that Paul Howitt had previously stated that the condensation was not there before the carpet was put down, so a suggestion at the meeting was to remove the carpet to see if the problem continues. The carpet had been donated by Mrs Duffy, so it was felt before any decision was made, we contact Mrs Duffy.

(g) Hall – if the hall was to be used by more people/groups, then Rent should be charged, but it was stated that it was felt that the hall is in a difficult location and probably only be used by the current users Latin Mass Group, and the Parish.

(h) Church - Decision to be made but who makes these decisions, locally or higher *and how?* What is the proposed cost for all these *projects*, Is *it* the Parish who funds it or the Diocese? *Fr John confirmed it was the Parish*

6 Weekday / Holyday Masses : Fr John

Fr John suggested that we leave the Weekday Mass times as they are, as in the past there had been *a trial occasion in Puckeridge* when no-one turned up. The 2pm Mass *for the school on Holydays* would be kept, *plus a 2.00pm Mass on Holydays when the school is not in session.*

7 Extraordinary Ministers of Communion ; Fr John

When Fr John is away, the sick and house bound need to be able to receive Holy Communion, *Marianne Ashcroft and Bernadette Pattie* have been approached, and a rota of Ministers would be drawn up

8 Parish Council :

Do we need a Parish Council ? following discussions, it was felt that the open forum was more appropriate to the parish needs, and therefore it was agreed to leave the meeting as a “Open Meeting”

Challenges within the Parish, perhaps the meetings need to be scheduled more frequently, perhaps every 3 months, looking for the next meeting to be held in September

(9) Health and Safety

Puckeridge - Issue with the Mass taking place during the hours of darkness, a Fire *Warden* is required, and drill should take place after Mass, there is a torch in the Sacristy. A Fire *Warden* needs to be appointed, a note to be put in the newsletter . *For Puckeridge* it was suggested that until a Fire Warden is appointed, 1<sup>st</sup> Reader takes on the role, Fr John is first out, then Parishioners, and last the Fire Warden, making sure the building is clear,

**A formal meeting will be arranged**, proposing the duties involved, and written instructions handed out

(10) Website

There *are* 2 Parishes, Buntingford (BTF), Old Hall Green (OHG) and Puckeridge (PUCK) and Westminster wishes to keep them separate, so when you are searching the web, it is difficult to find the information regarding the other parishes

There is an error on the Buntingford site, showing the incorrect Weekday Mass time, it should be 09.30. Jacques will make the changes as required (**Rod DeSilva IT will be contacted by Fr John**)

(11) Routine Organisation Review - Old Hall Green & Puckeridge

**A Big Thank You to Cathy Groom** for the hard work she does at Puckeridge

Cleaners, Flowers, Servers, Readers - More needed ??

**Lent / Easter Talks** - Vote of Grateful Thanks to be given to **Mike Delany** for the *Lenten* Talks, The *Easter* Liturgy went well, and was well supported.

(12) Children's Liturgy report:

It has been a great success; so far 3 *sessions* have been held, with good support. The next Children's Liturgy will be on Sunday 21<sup>st</sup> June at Buntingford as the First Holy Communion is on the Sunday before.

There are lots of new families out there in the community attending school at St Thomas's Puckeridge.

We would like to say a really big **THANK YOU to Denise Vaughan-Shaw** for all the hard work, time and effort she has put for in, for the children making their First Holy Communion, in order to make their day very special one.

(13) Social / Community Events:

Puckeridge – *it was suggested that after Mass in the summer there could be refreshments to help people get to know each other.*

OHG – A Family Day was suggested to help tidy up the Graveyard . There are new contractors in place for basic maintenance

(14) AOB

**Kathryn Riley** – Missio for BTF & OHG and Puck. The Red Boxes will be emptied in October

**Denise Vaughan-Shaw** – 15 Children making their Holy Communion at Puckeridge (6) & OHG (9), there is to be a party for the children at OHG.

**Breda Jackson** – None

**Michael Stacey** – Puckeridge Parishioners were disappointed there was no Mass at Easter. The Easter Vigil will be alternated between the Parishes, next year 2016 at OHG ?

**Jacques Giles** – has agreed to update Web site and look after the site, Fr John is to contact Rod DeSilva

**Sheila Murton** – None

**Cathy Groom** – Puckeridge – New Missals were delivered, storage of the old one,

**John Vaughan-Shaw** – There should be transparency of the minutes of all the meetings, and therefore it was felt that the Finance Committee should produce a Financial Report for the next Parish Meeting, and be part of the agenda.

(15) Date of Next Meeting; it was suggested the next be on **Tuesday, 22<sup>nd</sup> September 2015 at 8pm** in the Parish Hall (OHG)

(16) Fr John White closed the meeting at 21.30 with a prayer "Glory Be to the Father"