

**ST THOMAS OF CANTERBURY CHURCH  
PARISH COUNCIL MEETING**

**June 10th 2019 at 8pm**

**Attendees : Kit Tranmer, Isabel Evans Parker, Fr. Quentin Jackson, Fr Isidore Faloona, Mike O'Sullivan, Paul Turpin, Mike Eggleton, Rob Fernandes, Paul Kinman, Paul Dobson, Michelle Spears**

**Apologies : Matthew Ives, William Yeung, Fr Michael O'Kane**

Minutes of May 13 2019 meeting were approved

**Reports**

Evacuation of the Church in an emergency - KT has produced a draft document for Emergencies and Evacuation Procedures

PD said that the Parish Council should establish a Health and Safety Group/ Committee to oversee this. KT said that there is already an H & S Committee, with himself, Gerry and Geraldine. Need to go through the H&S issues one by one. If a plan is drawn up need people to implement this to evacuate the Church

- Double parking outside the Church blocking exits
- Extra parking available at Trinity School Lower site
- Car park to be closed when there is over crowding
- Assembly point not for the Church congregation – for various Groups
- Becket Centre to be the overflow on these occasions

KT said that this should be on the Agenda for the new Parish Council

**Matters Arising**

- **Evaluation of the Year – Comments from All**

MOS said that Heating and Roof are nothing to do with Parish Council, and it is not their responsibility to take this on.

QJ disagreed – Reports have now been received, and the Parish Council has to take responsibility of its needs.

PD – Pastoral care- there is a substantial advance on previously, and a vast improvement

IF commented on the good work that is being done by the Parish Council, it is a Pastoral Council

MS – said that we could all work together more when we do volunteers events - there are not many of the Parish Council there. We need to be represented more as a team. Overall we have done well.

RF commented that we should talk to each other much more, and try to improve things as we go along. Volunteers - we need a group of people to try and improve this

ME agreed with everything that had been said. He commented that as we don't have the expertise regarding the roof, suggested maybe having a split meeting – Financial Issues, and another meeting for Pastoral and Social activities. We need to raise awareness of what we are doing and use the website to communicate more - could be used as a way to attract more volunteers, and not always have the same people volunteering.

PK said that the Parish Council are efficient, and agreed that we should try and get out there more amongst the Parish during events.

IEP commented that a good job was being done by ME on the website. She felt that we are sometimes very hard on ourselves and need to use our network better, and try to reach out to get people to use their skill sets.

KT said that we are being deluged with lots of different facets – Car Park and H & S issues continually coming up, Heating and Roofing issues – we are doing the best we can and many people are doing three or four different jobs within the Parish.

QJ said that when people register at the Parish office their occupation could be recorded. This would perhaps be an opportunity to search for people's skills when required.

- **Parish AGM – July 14**

*Who is standing/not standing*

Paul and Isabel will not be standing. RF may stand down and will let KT know

*Notice period 28 days*

*Nominations to be in 14 days before AGM – by June 30*

This has been published in the Newsletter, and posted on the website. Following the Constitution to have this in by 10am Thursday June 27

*Chair Report and Individual Group Reports*

KT to prepare a report and agreed to just summarise this. Everyone to send in a summary of their report within the next two weeks to KT.

- **Documents for Approval – Data Protection**

Report sent and approved by all

ME – Mass Streaming Policy has been sent, and agreed by all

PD – Electric Candelabra report

Electric Candles/ Automatic Stand

Red Lights for St Anthonys/ Blue Lights for Our Lady's Altar

It was agreed not to buy a 60 candle stand, but get one smaller one

### **Outstanding Issues- Comments**

- **Summer Fete**

Need to publicise this more and put on the website

- **Defibrillator – update**

Agreed to go ahead, insurance will cover this.

It was agreed to place in the Church where there is CCTV, in a Box fixed on the wall. To be used manually with a button. To be decided if placed in the Church Porch, Parlour or Becket Centre Foyer.

- **Volunteers Fair**

MS suggested ways to get more volunteers.

Hold 3 Masses a year for parents who want to get their children into St Anthony's School.

Have a tea and coffee morning and take all the parents contact details.

They would all be ticked off for attendance, and asked to either volunteer their time, or give a donation (eg: £50 donation instead of volunteering).

KT said to think about this and bring it up next year.

### **AOB**

ME – suggested :

Social/ Pastoral Action Group on facebook

Nativity play and, in addition, a play that adults could participate in

Tea & Coffee after one of the weekday Masses

Board Games/ end of term Disco/Bingo/ Youth link/ Indoor Films

Day for the elderly to bring them to Mass followed by tea and coffee

Need the Becket Centre for some of these activities – Parish Council agreed this would be given FOC for Parish activities

MS suggested ways for fund raising for building costs. To ask for £100 from each family in the Parish as a one off payment (£2.08 per week per family)

QJ said that Andy has come forward to help with the fund raising, and this should be done under his direction

### **Date of Next Meeting**

The next meeting will take place on July 1st at 8pm.

