

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

**Minutes  
Monday 13<sup>th</sup> November 2023**

**Attendees :** Bernard Hunter, Lorna Spears, Michelle Spears, Kit Tranmer, Sarah Dodd, Andrew Dodd, Donna Patros, Fr Michael Copps, Matthew Ives, Paul Turpin; Geraldine Mansbridge (minutes).

**Apologies for Absence:** Peter Robson, Mike O’Sullivan, Rob Fernandez

Bernard chaired.

Fr Michael opened the meeting with a bible reading and a short period of reflection.

**Minutes of the last PPC meeting (9<sup>th</sup> October 2023)**

The minutes of the October meeting were approved.

**Strategy Discussion**

Bernard referred to the notes of the previous PPC discussions which had been circulated with the agenda. This was for information at this stage as he planned to have a fuller review at a future meeting.

**PPC Surgeries**

The PPC reviewed the comments received from parishioners following the after-mass engagement with parishioners by PPC members. It was agreed that it would be important to share this and any actions taken with parishioners through the website. This will be on the basis of “You asked us this” and this is the “PPC response” This was viewed as a valuable exercise and would be reviewed in December to establish how to proceed in the future.

**Car Park**

- **Tarmac**

It was agreed that the front tarmac element of the Church grounds car park should be fully re-laid rather than merely patched. This will include remarking bays. Tenders will be sought and approvals from the Finance Committee and Diocese. The project would be managed by the Fabric Team and consideration would be given to timing to minimise impact of all users.

- **Management**

Consideration was given to the use of the car park. It was decided that more information was needed to be provided in order to make an informed decision.

The options been considered include: do nothing; charging for approved users, installing parking eye service/technology and or installing a barrier. This will be examined at the December meeting (in time to stall the work if the decision about car park management and consequent infrastructure work might influence it).

## **Project Update** November Status Report.

The organisers of the International evening were congratulated on a successful evening.

It was agreed that the status report would provide valuable information to parishioners on the actions been taken by the PPC and should therefore be available on the website after each meeting.

Notable points therein: -

### **1. Scout Hut.**

Sarah reported on her visit to the Scout hut which identified an urgent health & safety concern about the state of the wall and the risk to the users. She advised that action was needed now to replace the damaged area as it was unsafe. If the repair was not to be actioned then the hall should be closed until such time as it could be made safe. Consideration was given to mitigating the risk by a form of barrier around the damaged area. This would be discussed with the Scouts as a matter of urgency and unless the Scouts risk assessment could confirm actions to minimise any risk; the Health & Safety Committee advice would be sought on closing the building.

It was reported that this matter had been identified in the Quinquennial survey and that a quote had been received to repair the wall and undertake other related works, such as installing toilets which was in the region of £20k.

Considering the concerns expressed it was agreed to seek Finance Committee and Diocese approval to proceed as a matter of urgency with the work. This would include seeking authority to not require three tenders, which would delay action to rectify the problem. The scouts/guides had offered to fundraise and other options may include seeking grants. These offers of financial assistance would also be pursued.

It was agreed that consideration of any more radical options for the scout hut would be deferred for at least a year.

### **2. Henrietta Suite.**

This matter will be considered at the February meeting.

### **3. School (Well-being support)**

Andrew was asked to contact the schools for information about the use made of the funds provided and expenditure report for 2023. This will enable the Finance committee to agree any future finding.

A full well-being support report for 2023, together with options and plans for closer working with the schools was requested of Andrew in time for our February meeting.

#### **4. Website**

It was reported that work had commenced on reviewing the website. In this respect members were invited to provide some bio details which could be included on the PPC profile section.

The Parish diaries would no longer be provided as the company who previously donated them had ceased trading, Consequently, we will look at developing a calendar on the website which will include the liturgical year time table and other parish items of interest.

#### **Next PPC meeting (NOTE CHANGE)**

Wednesday, 13<sup>th</sup> December at 7.30pm.