

ST THOMAS OF CANTERBURY
Pastoral Parish Council
Monday 12th May 2025
Minutes

Attendees: Bernard Hunter, Fr Michael Copps, Patricia Jolly, Lorna Spears, Peter Robson, Damian Atkinson, Martin Sharkey, Robin Shearmur, Donna Patros, Matthew Ives & Geraldine Mansbridge

Apologies Cynthia Oji

Fr Michael opened the meeting with a reading.

Minutes The minutes of the April meeting were approved.

Matters arising: None

Live Simply

It was agreed that a small group be established to take forward our commitment to achieving the Live Simply accreditation. This would be supported by Peter and Damian from the PPC and David Underwood as our CAFOD representative.

Small Grants scheme

Bernard reported that he had invited Robin to Chair the small grants committee. This decision was ratified by the members.

Henrietta Suite Project

Bernard provided an update to members which confirmed the following

- That there would be no change to the area leading to the Friary.
- We would retain two store rooms
- An alternative space had been found for the BC cleaners store
- The area for the chairs and tables store would have doors
- We have received a detailed ESTIMATE of costs. It was agreed that this would be circulated with the Minutes for PPC members' information. It was recognised that the actual cost would only be clear after tenders are received.
- We are currently waiting for the invitation to tender documentation which he has asked for the costs to be split down to enable further decisions on
 - False ceiling (possibly not include)
 - Soundproofing (possibly not include)
 - Flooring
 - Kitchen fitting (possibly award to an independent contractor)
 - Decorating (possibly award to an independent contractor)
 - New Internal double doors (possibly not include)
 - Some of the current estimates were shared

After discussion, it was agreed that we will want to replace the internal doors (est.cost £8,000) and that this should not be listed as an option to be separately costed.

Overall there was some concern raised about the cost of the project and the benefits.

The next steps will be:

- Proposed Invitation to tender documents to be received from Barkers

- The Project Manager and project board including Bernard would review these with Barkers and agree final versions asap
- Invitations to tender will be sent out by Barkers
- They will be made available to PPC members for information
- Submissions will be received from those wishing to tender
- Barkers and the project board would review the submissions received and make recommendations accordingly for the PPC
- The PPC will decide how to proceed
- Contracts will be let and work scheduled.

AGM

The recommendation before the PPC was to include the following in paragraph 4.4 of the constitution “after which there will be a minimum break of 3 years”.

There was discussion about the difference of being elected or appointed.

Some suggested that it was not appropriate for an elected person to have any maximum period of service. After a vote this was rejected (6-3).

By 6-2, the PPC agreed to put the proposed change to the AGM.

Bernard invited current members to let him know by the end of May if they would be continuing for another year.

Becket Centre Committee

Patricia reported that the Committee had now met and conducted a walk around the site and found everything to be in a good state. They have a plan to meet regularly and will start addressing matters.

Liturgy

Bernard reported that together with Damian

- There is a plan to review the arrangements for the recent Easter services
- To liaise with the Friars about the future of conducting the service of the word and holy communion services with lay representatives.
- To invite lead ushers to a meeting to review issues such as health & safety, incident management and potentially sound system management.

Volunteers

A discussion took place on how we could as a community engage and encourage parishioners to volunteer in the Church/community. One way forward was to find out what parishioners skills and interests are. The PPC agreed that this could best be achieved by a presentation at the end of mass and a flier/questionnaire plus personal contact to find out more about individuals, with follow-up by the PPC

Any other business - Jubilee activity

Peter reported that the accompanied prayer period went well and that he is continuing to keep in touch with those who participated. Overall, it was very well received.

The current retreat which is looking at the topic of “Injustice” is going well and the first session last week went well. Nine people attended.

Peter closed the meeting with a prayer.