

# MINUTES

MEETING:	St Thomas of Canterbury Parish Council Meeting
DATE OF MEETING:	1 <sup>st</sup> February 2016
LOCATION:	Becket Centre
CHAIR:	Jeremy Davey
MINUTES:	Linda Taylor
ATTENDEES:	Fr. Quentin Jeremy Davey David McLaughlin Linda Taylor Paul Kinman Kit Tranmer Mike Eggleton Maureen Duke Paul Turpin Susanna Musiu
APOLOGIES	Matthew Ives Mary Leonard Alan Mair Jonathan Constable

## MINUTES & ACTIONS

REF:	DESCRIPTION:	OWNER:	TARGET DATE:
1.	Agenda Approved		
2.	Minutes of January still to be approved		
3.	Richard Gibbons has resigned from the Parish Council. His resignation was accepted.		
	<b>Presidents Report</b>		
1.	Should we buy more chairs for the church? Candles are a fire hazard, what can we do to improve the situation. To be discussed at the next meeting.		
	<b>Chairs Report</b>		
1.	<ul style="list-style-type: none"> <li>Fintan Canavan attended the meeting to provide the PPC with an overview of the Parish Finances and how they are governed.</li> <li>The Diocese of Brentwood has to grant permission for the Parish to invest any funds.</li> <li>There is a slight downward trend in the offertory.</li> <li>Brian Martin is working with Claire from the Diocese to see if we can have our own charity number.</li> <li>Jeremey will speak to Brian Martin and Jim Hoban regarding how we can</li> </ul>	Jeremy Davey	1 <sup>st</sup> March 2016

	<p>escalate at Brentwood.</p> <ul style="list-style-type: none"> <li>Parish Finances for the last 3 years will be loaded onto the Parish website. A note will be placed in the newsletter advising where they can be found. Additionally Finances will be published at the back of the church for those that wish to view them and do not have internet access.</li> <li>Jeremy Davey will share the minutes of the Finance Committee meetings with the PPC.</li> <li>Do we need a sinking fund to look after the fabric of the church. To cover restoration required to the Becket Centre roof, car park finishes, new boiler and heating system as these will need attention in the next 5 years.</li> </ul>		
2.	Jeremy Davey, David McLaughlin, Maureen Duke and Linda Taylor advised that they will be standing down from the PPC in October. This will provide time for succession planning.		
3.	Jeremy Davey to meet with the Manager of Sainsbury's in Loughton to see if they can donate breakfast items for Fair Trade Fortnight running between 29 <sup>th</sup> February and 13 <sup>th</sup> March 2016.	Jeremy Davey	25 <sup>th</sup> February 2016

#### ACTIONS CARRIED FORWARD

REF:	DESCRIPTION:	OWNER:	TARGET DATE:
1.	<p>Fabric Committee members are:</p> <p>Brian Martin</p> <p>Jerry Curran</p> <p>Jeremy Davey</p> <p>Peter Sherlock</p> <p>First meeting to be scheduled.</p> <p>Terms of reference will be needed.</p>	J Davey	1 <sup>st</sup> March 2016
2.	G Drive for PPC now up and running.		

**Date of next meeting: Monday 7th March 2016 at 8pm in the Becket Centre**