

Parish Pastoral Council Monday 3 rd September 2018 7.00 p.m.			
Present			
Canon Lordan	Mrs Erica Rowland (Chair)	Mrs Rachel Acton	
Mr Peter Burke	Mr John Fernee	Dr Sarah Hazel	
Mr Brendan McDonald	Miss Oonagh Thompson	Mrs Alison Williams	
Mrs Geraldine Downing			
No.	Item		Action
1.	Opening Prayer		
	Canon Lordan opened the meeting with prayer.		
2.	Apologies		
	Mrs Margaret Brown; Mrs Liz Davies		
3.	Absences		
	Mrs Rhian Barnett		
4.	Welcome		
	Erica welcomed everyone to the meeting.		
5.	Approval of Minutes of the Last Meeting		
	<p>The minutes of the previous meeting, held 11 June 2018, were received in August which was felt to be rather late. The Constitution states that the minutes will be distributed to the parish within one week, however following discussion it was agreed that two weeks was more feasible.</p> <p>Secondly it was considered that greater detail was required in the body of the text to better reflect the amount of discussion on each topic for the benefit of those who were not in attendance.</p> <p>A copy of the PAC minutes needs to be sent to the Parish Office for filing in the parish records and to be passed to the webmaster for inclusion on the parish website.</p>		
6.	Action Points from the last meeting		
	<p>Item 8 – Peter Burke produced a report for the Council regarding his exploration of TCC. He then gave a briefing to the Council of his findings. It was agreed that the Parish should remain a member of TCC at this time and that the TCC profile needs to be raised amongst parishioners. With this in mind, Peter, in conjunction with Erica and Sarah, will approach Kay Polley, TCC Lead Organiser, to come to the parish to give a talk on the nature and role of the organisation. It is hoped to be able to arrange this for 8pm on Monday 19 November 2018, following the next PAC meeting. Advertising will be done via the bulletin.</p> <p>Peter advised that he could not take on the role of Parish TCC Representative but until one is appointed he will maintain his contact with the organisation and pass on any information to Erica, who will then arrange distribution as appropriate. Sarah also advised that she is willing to assist with TCC where she can.</p> <p>Item 9 – Mass for the Sick – this has been arranged for 16th September and is published on the bulletin</p> <p>Item 11 – Altar Servers – John Fernee advised that two new servers at Rossett will begin in September. They will be taught the practical duties by Alan and Mary Hazel the current servers. Servers will also be advised of the need to take responsibility for their own alb – laundering and fit as this will no longer be undertaken by Geraldine.</p>	Peter Sarah Erica	

	Item 13 – Erica is currently looking at producing a Job Description for the Parish Secretary position ready for recruiting.	Erica
7.	Next Meeting	
	There being no further business, and before moving on to the AGM, the next PAC meeting was arranged for Monday 19 November at 7pm in Llay . That meeting will be immediately followed by the presentation from TCC at 8pm .	