

Parish of St Francis of Assisi, Llay and Christ the King, Rossett
Minutes of the Parish Advisory Council (PAC)
16 June at 7.30 pm
Parish Hall of St Francis of Assisi

Present:

Canon Lordan – parish priest
Helen Zammit-Willson – chair
John Fernee
Jasmine Zammit-Willson
Geraldine Downing
Bernard Rawbone
Lorraine Pizzey
Alison Williams

Apologies:

Anne Aitken
Kathy Home
Eileen Evans
Carol Wareing
Chris Pilsbury

Item		Action
1.	<p>Helen welcomed everyone to the meeting.</p> <p>Canon Lordan opened the meeting with a prayer.</p>	
2.	<p>Apologies - as above</p>	
3.	<p>Approval of minutes of last meeting The minutes of the meeting held on 3 March 2011 were accepted as a true record.</p>	
4.	<p>Action points from last meeting No action points were outstanding from the previous meeting – except that the issue of the parish secretary was again discussed. Margaret Robbins has indicated she wishes to retire next year, and we need to obtain advice on recruiting a replacement.</p> <p>Canon also stated that he would seek volunteers to take over the money counting and banking on a rota basis</p>	<p>Canon</p> <p>Canon</p>
5.	<p>Update on parish finances</p> <p>Main parish account - £ 95,017.72 (31/5/11) Reserve account - £ 3,151.86 (31/5/11) Summy account - £ 661.18 (12/4/11)</p> <p>Helen will require a copy of the parish accounts for the Parish AGM report. There has been minor expenditure eg.g repair of boiler senses, fixing drains and replacing roof tiles. Later in the year we will have to purchase new Mass books. Also need to continue to promote Gift Aid to tax paying parishioners.</p>	<p>Canon</p>

6.	<p>Update from Social and Fund Raising Committee Lorraine thanked John, Eileen and John for their past endeavours – having taken over only for a few months she now realises how difficult it is to arrange social and fund raising in the Parish.</p> <p>She clarified that all regular fund raising would go to Parish funds except for Valentina’s Cake and Coffee morning in February and the Carols and Soup Supper in December. Extraordinary fund raising may go on prior to exchange visits, but this would be made clear at the time the event was arranged.</p> <p>Easter Raffle, Egg hunt and Coffee morning – raised £430. Musical Moments – cancelled Youth Coffee Morning – £12 donations</p> <p>Planned events: Treasure Hunt – 24th June Car Boot Sale – 9th July Floral Art workshop – 16th August Parish Family Picnic – 4th September St Francis Celebration Coffee morning – 2nd October Evening with Father Francis – awaiting confirmation (for October) Lourdes 2011 Presentation – 26th October Alyn Singers Concert – 20th November Sumy Soup Supper – 2nd December Christmas concert – 10th December Christmas Coffee morning and Hamper Raffle – 18th December Family Bingo/Social – January 2012</p> <p>Next Meeting 28th July at 7.30pm to plan for Parish Family Picnic – committee would be grateful for any ideas e.g. music, activities, etc.</p>	
7.	<p>Update from Property Group There was a meeting on 16th March where 25 jobs were identified. 13 of these have already been done including redecoration of Rossett church, new fire exit doors for the Parish Hall, 4 radiators in the Parish Hall fixed and a new door bell for the presbytery.</p> <p>We have also asked the Bishop for permission to put photovoltaic tiles on the presbytery roof and are awaiting a response.</p>	
8.	<p>Protocol for hiring the hall A draft hire agreement was circulated and discussed. It was agreed to adopt this agreement from 1 September. It was also agreed that the revised fee for hiring the hall would be £10/hour, with a minimum fee of £20 per session.</p> <p>Currently the New Start Company were using the hall for free and repaying by way of a concert – however twice performances had been cancelled, with the parish providing advertising, printing tickets, and with parishioners being</p>	

	<p>asked to support the event. It was therefore agreed that the new arrangements would also apply to the New Start Company. John agreed to draft a letter for Canon to send to them to explain the situation.</p>	John/ Canon
9.	<p>TCC AGM</p> <p>Attendance of the TCC AGM by parish representatives was discussed and tickets distributed. It was also discussed that Chris Pilsbury would be receiving a presentation for her work with TCC – it was agreed that the Parish would send a contribution.</p>	Canon
10.	<p>Sumy Link</p> <p>It was agreed that an article would be placed in the Parish bulletin mid-September asking if anyone was interested in taking part in a visit to Sumy in 2012. Depending on the response, John would investigate this possibility.</p>	John/ Helen
11.	<p>Health and Safety Report</p> <p>The Diocese has sent Canon Lordan a revised Health and Safety policy. It was agreed that Canon would approach a parishioner who may be able to assist in ensuring the Parish is compliant. If this parishioner could not help, then we would need to seek a volunteer for this role.</p>	Canon
12.	<p>New Translation</p> <p>Canon stated that although the new translation and texts for the Mass may cause us some expense it was not optional. We will start getting familiar with it in September, and Canon was considering holding meetings, starting with the various Parish groups, when material was available to help us become familiar with it.</p>	
13.	<p>Money Counter and Bankers</p> <p>Canon wished to explore the possibility of getting a team of volunteers for this task. However, the meeting discussed how there was a variety of issues that needed addressing in the Parish; this meeting had already mentioned this and the need for a Health and Safety advisor. It was suggested that we should not do these things piecemeal, but to seek advice on how we can get the parishioners more involved in the practicalities of running the Parish.</p> <p>Another suggestion was to organise a “flyer” asking people whether they could spare some time for the Parish.</p> <p>Canon will try the first suggestion, and depending on the response we could consider the second in time for the Parish AGM.</p>	Canon

14.	<p>Trees The property group will discuss a management plan for the trees on Parish property.</p>	John
15.	<p>AOB</p> <ul style="list-style-type: none"> a) Jasmine asked if Canon could place something in the bulletin seeking more volunteers to be altar servers. Training would be provided. b) Helen advised that Chris Pilsbury proposed to start a Social Justice group in the autumn, looking at the teachings of the Church on the topic and then supporting CAFOD for overseas work and TCC for more local work – but not exclusive to either as other very good work goes on as well. c) Canon Lordan advised that Llay Miners Welfare is holding a Gala on 25 June 2011, the Parish had been offered a stall, but he declined. 	Canon
16.	<p>Next Meeting will be the Parish Annual Meeting on 18 September 2011 after 11am Mass</p> <p>Everyone welcome</p> <p>This meeting closed with a prayer.</p>	