

**Parish of St Francis of Assisi, Llay and Christ the King, Rossett**  
**Minutes of the PAC Meeting**  
**17 November 2011 at 7.30 pm**  
**Parish Hall of St Francis of Assisi**

**Present:**

Canon Lordan – parish priest  
Helen Zammit-Willson – chair  
Anne Aitken  
John Fernee  
Carol Wareing  
Geraldine Downing  
Jasmine Zammit-Willson  
Lorraine Pizzey  
Sheila Humphreys-Jones  
Liz Jones

**Apologies:**

Charlotte Hannaby  
Derek Hannabhy  
Judith Done  
Bernard Rawbone  
Chris Pilsbury  
Kathy Home  
Mike Greaney  
Sue Greaney

| Item |   | Action   |
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| 1.   | The meeting opened with a prayer.   |  |
| 2.   | <b>Apologies</b><br>Apologies were received as listed above.  |  |
| 3.   | <b>Approval of minutes from last meeting</b><br>The minutes of the last meeting on 16 June 2011 were approved.  |  |
| 4.   | <p><b>Action points from last meeting</b><br/> Advice on correct procedure to appoint a new parish secretary has not yet been sought. To allow time for an adequate handover prior to the present secretary retiring, the aim is to find a replacement by 31 December 2011,</p> <p>Canon Lordan is to speak to the diocese office as soon as possible with a view to placing an advertisement in the bulletin as soon as possible, together with details of wages, hours etc.</p> <p>Barry and Carol Williams volunteered to help with counting money. Ideally it would be best to have several people doing this work, so that it could be done on a rota basis - to be advertised in the bulletin.</p> <p>The New Start Theatre have been informed that new terms now apply to their use of the hall.</p> <p>A donation was given to TCC.</p> <p>Only two parishioners have expressed an interest in going to Sumy along with John Fernee and Canon Lordan. It was suggested that the visit could be shorter as the numbers are so low. There will be a meeting to discuss this on Thursday 24 November at 7.30pm.</p> <p><b>Health and Safety:</b> Mike Smiga has taken on this role and has begun putting up notices.</p> | <p>Canon/<br/>HZW</p> <p>Canon/<br/>HZW</p> <p>John<br/>Fernee</p> |

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|                 | <p>Geraldine has been asked to draw up a flyer for parishioners to offer their skills to help with running the parish. It was suggested that it is best to be specific about actual tasks needed to be done, eg, cleaning, flowers, helping with parish groups, etc.</p> <p><b>Altar servers:</b> There are some new altar servers currently receiving “on the job” training. It was therefore decided not to ask if anyone else is interested until after the next tranche of children have made their first Holy Communion.</p> <p><b>Youth Mass:</b> A Youth Mass will take place on 20 November 2011.</p> <p><b>Children’s Liturgy:</b> Sheila Humphreys-Jones is now helping Linda Jones with the children’s liturgy.</p> <p><b>Harvest Mass:</b> A Harvest Mass took place this year on 2 October.</p>  | Geraldine       |                             |              |                          |                 |                            |  |
| 5.              | <p><b>Update of Parish Finances</b></p> <table border="0"> <tr> <td>Current account</td> <td>£88,774.35 (as at 31/10/11)</td> </tr> <tr> <td>No 2 account</td> <td>£730.49 (as at 31/10/11)</td> </tr> <tr> <td>Reserve account</td> <td>£3,984.70 (as at 31/10/11)</td> </tr> </table> <p>It is planned to install solar panels on the presbytery roof at a cost of £12,000. It is hoped to recoup this money in 8 years, and based on the current feed-in tariff, there should then be an net income into the parish of between £33,000 - £47,000 over the next 25 years.</p> <p>Some discussion was held over the Reserve fund which was originally intended to raise money for the hall extension. As covenants are still going into this account, it was decided to keep it open for the time being. It was proposed that the balance of money remaining could be used for capital projects.</p> | Current account | £88,774.35 (as at 31/10/11) | No 2 account | £730.49 (as at 31/10/11) | Reserve account | £3,984.70 (as at 31/10/11) |  |
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| 6.              | <p><b>Update from Property Group</b></p> <p>Major tree surgery has taken place on trees at the back of the church. It will also be necessary to remove the willow tree in the car park as its roots have been damaging the drains and are now attacking the manhole.</p> <p>Hedges have been trimmed at both churches.</p> <p>A key pad lock has been provided on the security door to the presbytery.</p> <p>Photo-voltaic solar panels will soon be installed at Llay.</p>  |                 |                             |              |                          |                 |                            |  |
| 7.              | <p><b>Update from social and fundraising committee</b></p> <p>The parish picnic went well, although the attendance was not large. It raised £90</p> <p>The floral art was well attended and also raised £90</p> <p>Come Dancing was poorly attended and will not continue.</p> <p>Lourdes presentation, which was a DVD of the recent pilgrimage, had only 8 attendees in the afternoon and none in the evening.</p>  |                 |                             |              |                          |                 |                            |  |

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|     | <p>St Francis coffee morning was quiet.</p> <p>The Parish Cabaret went down well and raised £285 after expenses were paid, to be shared between the parish and the Sumy account.</p> <p>The Christmas raffle is under way, with tickets going well. The draw will be on 11 December. Donations of prizes are asked, as there are two other raffles – at the Wednesday Club and the Sumy Soup Supper.</p> <p>The New Start Theatre Group Christmas concert on 10 December will not go ahead after some difficulties. They have not done any fundraising for us in spite of free use of the hall for over 3 years.</p> <p>Derek Hannaby will play for the Sumy Soup Supper.</p>  |   |
| 8.  | There were no issues from any of the other parish groups.  |   |
| 9.  | <p><b>Advent and Christmas preparations</b><br/>Lighting of the Advent candle will take place after the Bidding Prayers.</p> <p>There will be no Christingle service this year as the event was poorly attended last year due to the bad weather and illness.</p> <p>It was agreed to have the usual arrangements for the crib. Alternative locations were suggested, but it was decided to keep it the same as previous years.</p> <p>There will be a Christmas tree at the back of the church up to a maximum of 5 feet.</p> <p>Reconciliation service to be arranged for 15 December.</p> <p>Christmas Day Mass times will be the same as normal Sunday masses, but there will be no 6pm Mass on Saturday 24 December. This is because there will be Midnight Mass, with Readings and Carols beginning at 11.30pm.</p> <p>There will be a collection for Christmas flowers on the two Sundays before Christmas.</p> | <p>Canon</p> <p>Liz Davies</p> <p>Canon</p> |
| 10. | <p><b>St Stephen's Mass at Cathedral</b><br/>Three servers, George Walker, Robert Durnin and Matthew Durnin will be recommended for the Guild.</p>   | Canon                                       |
| 11  | <p><b>Any Other Business</b><br/>There was a request to have the Blessed Sacrament in the tabernacle at Rossett. No objection was raised, although this was originally refused on security grounds, and the fact that there was no priest in residence. Canon will consider and decide.</p> <p>A request was made for some new, small-sized cassocks for altar servers. Jasmine is to measure the servers and Canon is to order the cassocks.</p>  | <p>Canon</p> <p>Jasmine/<br/>Canon</p>      |

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|     | <p><b>Operation Christmas Child</b><br/>Forty boxes were made up for Operation Christmas Child. Our boxes will probably be sent to Kyrgyzstan.</p> <p>Sheila's daughter Alison is holding a book sale, with proceeds for Sumy. It needs to be advertised in the bulletin.</p> <p><b>Poor Clares' Crib:</b> Geraldine asked if parishioners would be interested in sending a group to view the crib at St Clare's in Hawarden, possibly on 28/29 December. A list will be placed at the back of the church for anyone who would like to go, and Geraldine will speak about it at the end of Mass this Sunday. It is recommended that those who go give a donation to the sisters.</p> <p>Tickets are on sale for the Soup Supper on 2 December.</p> <p>Thanks were offered to Lorraine for running the Parish Cabaret, which was enjoyed by all who attended.</p> <p>Concern was raised over the increasing use of Latin Mass settings. The reasons for these concerns were as follows:</p> <ul style="list-style-type: none"> <li>• We are still in the process of learning a new English translation of the Mass and it would be better to concentrate on this at the moment.</li> <li>• Many parishioners, particularly young people have never learned Latin and would therefore have no understanding of what they are saying.</li> <li>• It is easier to pray when Mass is in the vernacular.</li> <li>• The parish had a Latin Mass once a month that could be attended by anyone who would like this particular format.</li> </ul> <p>Canon stated that he appreciated parishioners letting him have their views on this, as he was not aware of any concerns prior to this meeting.</p> | <p>Sheila/<br/>HZW</p> <p>Geraldine</p> |
| 12. | The meeting ended with a prayer at 9.20pm   |   |