

PPC meeting, 28/05/2025, 7.00pm.

Opening prayer: Fr Colin

Present: MO'D, KS, PF, FrC, BT, BW, ML (mins)

Apologies: PM, SB.

Introductions for Fr Colin

MO'D welcomed Fr Colin and welcomed Bev White's return

Minutes of last meeting

- Key safe has been installed
- Secretary's role - still with Canon Paul. However, KS is willing to stay on for now, as Fran G has taken on responsibility for the newsletter and workload is somewhat reduced.
- BW raised the question of succession planning - KS has streamlined many of the secretary's duties so that it will be easier to hand on the role in the future.
- H&S - KS meeting with Stan G from Finance Committee to discuss responsibility with a view to the quinquennial inspection being imminent. All aspects of H&S are to be streamlined under one umbrella and to go on the agenda of the next Finance Committee meeting (10th July).

Joint Finance and PPC meeting update and consultation with parishioners.

- Refer to the Update for Parish document attached, 23rd May.
- Fr C cautioned against the loss of the presbytery for short/medium term visiting priests.
- Relocation of the office - the sacristy is not an option as it is too small - may be looking at a garden office option.
- The letting process will be managed overall by the diocesan property team, but we will need a team from the parish to work on this too.
- A consultation with the parishioners is to take place as soon as possible before the joint Finance Committee and the PPC meeting on 10th July. MO'D to contact Stan G and ask for the Finance Team to choose a weekend and be available after each mass to answer any queries. MO'D could be available after the two masses on a Sunday if needed.
- Fr C suggested there may be someone in the parish who might have the skills to project manage the longer term plans. We need to gain income from the presbytery to carry out professional review of the premises, so this is a longer term plan.

Fire evacuation plan.

- see document attached 23rd May
- MO'D would like comments and revised wording on the document before the next PPC meeting
- KS to discuss with SG

PPC retreat

- 26th July, (10.00am-2.00pm); venue tbc - possibly St Catherine's convent in Hambleden MO'D to check if the venue is available on 26th July. PF has also offered to check the availability of the Cenacle (St. Ann's)
- Fr C to base the PPC retreat on the monastic vows of St Benedict.
- Fr C has also offered to facilitate a Parish Assembly (a synodal meeting); ML, KS and MO'D have offered to help prepare the event, 6th July after the 10.30 Mass - 2hrs with light lunch.
- Fr C will produce an introduction to the assembly for the newsletter.

First Aiders and defibrillator

- we have 10 first aiders in the parish
- Will request 3 first aiders for parish events, but can not guarantee specific number of first aiders at the masses.

- No decision as yet on the defibrillator - cost and further information to be explored by KS and SG.

Jubilee year deferred until the next meeting

Safeguarding

- ML has resigned from this role and subsequently then from the PPC.
- Discussion of what the role involves - ML to produce short role description and outline necessary training.
- Fr C to discuss with Canon Paul how other parishes in the deanery deal with safeguarding and if there is any opportunity to share resources.
- The vacancy to be advertised in the newsletter (after ML prepares a short role description).

Format of PPC meetings and membership deferred until the next meeting.

Thoughtful Living Group update

- Date for quiz to raise funds for CIRDIC Christmas gifts possibly on the Saturday of the patronal weekend
- Contact has been made with St Martin's Primary School to support their bid to gain CAFOD's Live Simply Award.

Fundraising and social events deferred until the next meeting .

AOB

- A food truck has requested use of the church carpark - this will be passed on to the finance committee.
- The laptop used for streaming Masses is proving unreliable now - the offer to purchase a new one for the parish has been made and will be accepted with grateful thanks.

Dates for future meetings

PPC meeting 11th June

Joint meeting with finance committee - 10th July

Closing prayer.

Meeting closed 9.00pm