

St Edward's Property and Finance Advisory Council

Meeting Minutes

Tuesday 18 June 2019

Present: Fr John Newman, Frank Millar, Bernard Faller, Jane Fleming, Gina Marks

Invited: David Green, Davina Talbot

Apologies: Vincent McNicholas, Davina Talbot

Minutes: 7 May- Approved as amended

Item 1: Parish Development:

1. Update: meeting with Diocese 6 June

Agreed actions:

- recommended approval of proposal with diagrams as presented at parish consultation to Diocesan Board of Directors (Diocesan Finance Subcommittee)
- formal agreement to dispose of property (Fr Newman)
- agreement in principal: release of funds (Ian Burrell)

2. West Door

Agreed actions:

- confirm that all operating issues are solved (Frank Millar)
- arrange manifestations for glass door, £400 (Fr Newman)

Item 2: Health and Safety:

1. Graveyard Inspection

Agreed actions:

- stability check for memorial stones (Diocesan Bereavement Mgr. Andy Storr)
- posting notification of stability check (Andy Storr, Fr Newman)
- grave registration (Amanda McNicholas, Fr Newman; with P&F member support)

2. Fire Inspection

Agreed actions:

- installation of carbon monoxide and smoke detectors (David Green)
- relocation of fire extinguishers and other items (David Green, Steve Chadwick)
- replacement of flammable carpets & mats (to be decided)

3. Mandatory Testing

Agreed actions:

- emergency lighting & PAT testing (Steve Chadwick)
- legionella (Barry Lewis)

Item 3: Maintenance Issues

Agreed actions:

- general maintenance of buildings and grounds (Ray Carter)
- arrange refit of disabled toilet (Frank Millar)
- obtain bids for cleaning church and parish rooms at height (Gina Marks)
- obtain bids for cleaning the crypt (Frank Millar)

Item 4: New Member Appeal

Agreed action:

- network for candidates (P&F members, Davina Talbot)

Any Other Business: Parish Update on Finances

Agreed action

- to be delivered week-end of 6-7 July (David Green)

Next Meeting: 30 July

Approved: _____ Date: _____