

St. Bede's property maintenance and finance meeting 26th June 2017

The meeting opened with a prayer.

Present - Fr. John, Gabrielle, Denise, Anne, Colette, Peter, Paul and Phil.

Apologies Charlie Clayton

The finance committee includes the Parish Priest, parish secretary and nominations from the Parish Priest who will assist Father and liaise with the Diocese. The term of office will be a maximum of 5 years but with staggered terms for initial appointees.

Planning finances can be difficult as the weekly income is variable. Liturgical expenses are considerable but necessary.

Work/repairs under £1,000 do not require quotes - over £5,000 require 3 quotes.

Cheques up to £3,000 have to be countersigned [usually by Ed. Wittaker] – over £5,000 through the Diocese.

Property Maintenance

Co-ordinator – Peter Swift

Deputy – Anne Hodgson

Peter and Charlie will oversee general maintenance.

This committee is open to all interested parties but professionals would be brought in for major work. Anne informed everyone that the 'tool box' system is working well for our parish and she is willing to keep on top of dates re renewal of checks etc. and for the next meeting will print off the results of the survey. A schedule of stop valves is required.

Wayne Scrivens – the electrician – to be asked about outside sensor lighting for the dark nights.

There is damp in the confessional. Gutters can be inspected by a firm with a drone.

Fire alarm - Query to the insurance re the password being keyed in. There should be a fire drill every 6 months. Every door should be unlocked and fire wardens appointed. Stewards i.e. people with confidence and authority are required at every Mass for any eventuality.

The safety of leaning headstones in the old graveyard was checked a while ago.

New toilets – plans were displayed to have two new toilets in the garage with access through the area occupied by the repository at the moment. This was discussed at length.

Issues at Forty Martyrs were discussed e.g. the leaking church roof and any future long term expenses. The hall should be maintained but the church would be too expensive.

The next meeting 6p.m. on 17th July to walk round the church and grounds for inspection.

