

**St.Bede's Parish Council combined finance, property, maintenance & facilities Committee**

**20<sup>th</sup> March 2018**

**Present:** - Fr.John, Ed Whittaker, Paul Brennan [chair], Phil Brennan, Charlie Clayton, Des Maher, Anne Hodgson, Denise Roberts and Colette Sharp.

**Apologies:** - Martin McDonagh and Peter Swift.

Father John opened the meeting with a prayer.

Paul welcomed everyone especially Ed. He explained that this was the first joint meeting of the PPC trying to bring everything together and to focus on the Mission statement –'go make Disciples of all'. Everyone should have accessibility to the Gospels with our church staying open for more time.

**Finance** – Denise has worked in finance in schools and has been invited by Fr to be the leader of the Parish Finance Committee. Anne was thanked for keeping figures up to date. Ed explained about a new simpler system which would facilitate this role.

This year there is more expenditure than income, although offertory donations are slightly higher than the previous year other income varies - income from the graveyard for example.

Every parish has to fill in a Parish Income form.

Ed suggested simplifying the accounts e.g. a section for graves income - and using the 'cloud' which would enable quarterly checking points thus making the annual account easier.

We need to define 'what we need to spend' and how we can budget for this.

We pay the Diocese £1,500 a month towards the end of year annual assessment.

The HSBC current account covers – daily payments

The Parish ledger account with the Diocese covers larger pay outs e.g. £29,000 first payment for the new toilets.

The hall account [Forty Martyrs'] brings in money but the hall is in need of some repairs.

**Accounts at 28<sup>th</sup> February 2018**

Current - £10,660.46p

Forty Martyrs' - £2,566.04p

Stipends – £37,131.28p

Lourdes - £1,847.10p

Fr. Bill Burtoft - £1,591.99p

Paul suggested paying the offerings by standing order – this could be added to the web site and a reminder be placed on the weekly newsletter every quarter about the value of Giftaid.

Some social functions raise money e.g. the Advent festival.

Every parish pays a levy to the Diocese the levy is a % of income. Money in the Diocese has gone down and expenses are up e.g. the Cathedral and Holy Rood. This has led to the closure of In Reality and the Hallam Chaplaincy – thus combining young adults and universities. The view of the Trustees is to concentrate on the youth ministry.

I.F.M. (Inter Diocesan Fuel Management) is the current company for utility bills. Insurance is with Catholic Mutual in Guernsey [profits are used wisely] there is a new safeguarding post of 80 hours a month.

Budgets: - children's and adult's liturgy, have made a request for a planned budget.

Maintenance: - the toilets are in use. The drains are being checked to ensure they are clear.

The damp near the choir loft needs attention – Tom Garrard to be asked for assistance in this matter.

External lighting – needs improving for safety and security.

Phil Brennan to seek advice re smoke alarms in the parish rooms.

Des will inspect the drop kerb erosion at the main entrance.

Japanese Knotweed is in the area – a parishioner Adrian Burke will treat it – Tom Garrard and the council have been made aware of this problem.

The windows in Forty Martyrs' hall need attention. A tender to be sought.

CCTV: - has been paid for by parishioners. We are obliged to display a sign.

Accessibility – the parish council have made a request for better accessibility to the church. This can be a problem if the church alarm is set.

Supplying key holders with 'one key fits all locks' is expensive – to be reviewed in the future.

G.D.P.R. – new rulings – more guidance is to come out re such things as where will gift aid information be held, Baptism records, e-mails, retention periods etc etc

Paul asked everyone to evaluate what the parish requires and to look at all objectives.

Mindful of the time various items will be put on the next agenda.

Next meeting date to be confirmed.

Father closed the meeting with a prayer.