

# Draft

## Minutes of St Anne's Parish Council meeting held on Tuesday 17<sup>th</sup> October 2017 in the Savio Centre

### Present:

Fr Michael		FrM
Shemaine Embury		SE
Sebastian Joseph		SJ
Jackie Moran		JTM
Joy Mowat	Chair	JCM
Theresa Rudley	Secretary	TR
Marie Tansiongco		MT

### Apologies:

Jim O'Gorman		JOG
Marguerite Lydon	Vice Chair	ML

### Absent:

Helen Johnson		HJ
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#### 1. Opening Prayer

FrM opened the meeting with a prayer.

#### 2. Apologies:

JOG had a previous commitment. HJ was absent; this is the second meeting absent.

**Action 1: FrM to contact HJ to see if unable to take a position on the Parish Council**

#### 3. Approval of the minutes of the meeting held on the 5<sup>th</sup> September 2017:

Minutes of the meeting were approved and signed by the chair.

#### 4. Update on Action Points:

5<sup>th</sup> September 2017

Item 1: Completed

Item 2: On the agenda

Item 3: Summer party very successful, suggestion to move time to after 10-30 Mass. There would be implications with setting up; to be considered at a later date. It has been asked if there could be more parish parties. It was agreed to consider a Spring Party.

Items 4-6: Completed

Item 7: Welcome badges ongoing

Items 8 -10: On the agenda

Item 11: For January meeting.

Item 12: JCM to recheck for admin password

Item 13: planned event was not held, funds were raised in time to send Lottie to America and she has started the treatment.

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Item 14: LM is still looking into the possibility of a fridge.

TR advised that funding for projects is available from the Chertsey Combined Charities. Applications to be considered if a suitable project is being considered.

**Action 2: TR to add Spring Parish party to January agenda**

**Action 3: TR to prepare badges for welcomers**

**Action 4: TR to add how to increase collection donation to the January agenda**

**Action 5: JCM to check emails from C Struthers for Admin password.**

5. Feedback regarding Devine Renovation

FrM had nothing further to report on the progress of Devine Renovation.

**Action 6: FrM to provide feedback at the January meeting.**

6. Volunteers response

Disappointing response, only two completed forms.

**Action 7: JCM to thank the two parishioners and ask for their assistance in specific areas.**

7. Handrail for the Savio Centre

A blacksmith has visited the site and is to supply a design and quote.

**Action 8: FrM if design and quote are satisfactory arrange for the Finance Committee to agree to the works.**

8. Holy Communion Programme

David Wills from the diocese has been to the parish to discuss the new diocesan programme which is led by the parents of the candidates. The parishioners that had agreed to assist for 17-18 are not able to provide this service. It was agreed that for 17-18 the parish will continue with the existing programme with a request for Catechists at this weekend's masses.

During 17-18 there will be training and in 18-19 the parish will start the new diocesan programme. Consideration the number of groups and venue/times for new programme.

The Diocesan suggested using Monkey Survey to ask questions about the programme.

**Action 9: JCM to request catechists for 17-18 programme at the 8-30 & 0-30 mass.**

**Action 10: TR to request catechists for 17-18 programme at the 6-30 mass.**

**Action 11: JCM to research using Monkey Survey**

**Action 12: TR to place on the January Agenda Holy Communion Programme 18-19**

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## 9. Parish Events

- a) Christ the King, children's event postponed
- b) Dressing the Church, agreed for Sunday 17<sup>th</sup> December after 10-30 Mass. Followed by Mulled Wine and Mince Pies.
- c) Carol Service, no date provided by the co-operators.
- d) Children's gifts, it was agreed to be on the 17<sup>th</sup> December, gifts to be brought to the front of the church after communion
- e) Prayer and worship to be the 1<sup>st</sup> Sunday of Advent 3<sup>rd</sup> December 2017.

**Action 13: JCM to organise the mulled wine and mince pies for Sunday 17<sup>th</sup> December**

**Action 14: FrM to contact Ken Greanery regarding the Carol Service.**

**Action 15: JCM to investigate a charity to for the Children's Gift.**

**Action 16: TR to arrange articles for the newsletter for the Dressing of the Church, Carol Service, Children's Gifts, Prayer and Worship.**

## 10. Sacristans

It was suggested that Eucharistic Ministers could be trained to assist as Sacristans.

There are advantages for visiting priests, FrM still needs to open the church for the Sacristans and they would need to be there an hour before mass.

It was agreed that it would be beneficial to have a group of Sacristans for visiting priests.

**Action 17: TR to place Sacristans on the January agenda.**

## 11. Any Other Business:

SE would it be possible to have a person responsible for purchasing the consumables for the Savio Centre. It was noted that as a fair trade parish we should be using fair trade coffee, sugar and tea.

**Action 18: TR to prepare a laminated 'shopping to get' list for Savio Centre**

**Action 19: JCM to contact a suitable person to purchase items for the Savio Centre using the list as a reference.**

**Date of next meeting Tuesday 9<sup>th</sup> January 18 at 7-30 p.m. in the Savio Centre**

FrM closed the meeting at 8-45 p.m. with a prayer.

Distribtion:

Parish Council

Website

Parish Notice Board.