

St Mary's and St James' Standing Committee

Date: 16 January – By zoom

Present at the Meeting:

Fr Robert	Chair
Fr Ross	
Tom Rainbow	Warden
Di Ashby	PCC Secretary
Apologies	Florence Bruce-Annan
	Laurel Hunte

The minutes of the previous meeting on 6th November were approved and signed off.

Financials:

Wilson has completed the HMO work on 42 Birchington Road but having had to concentrate on this workstream has meant that he hasn't been able to sit with Laurel to learn how to key the financials into Quickbooks or start fundraising. Beryl has therefore been asked to come back to input into Quickbooks and do the reconciliations.

Our finances are in a much better position, however at present we are having to make all payments from St Mary's account as cheque books for St James' account have been lost in the post.

At the February PCC meeting we will review the financial situation and it's likely we will propose not reinstating our common fund contributions for a further 3 months.

The renewal of insurance for 42 Birchington Road is due in March, and it has been agreed that a full valuation survey is done to ensure that we are fully insured. This will cost £500.

The hire charges for St James' Hall are higher than that for St Mary's, which is a better venue, so raising St Mary's Hall charges were discussed as well as a review of the fees for car park rental.

Clergy expenses: Fr Robert will put together a formula for agreement by the PCC.

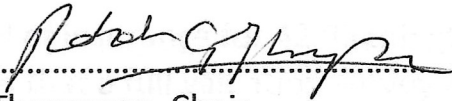
Appointment of a Finance Officer: As no member of the congregation has offered to take on the role of Treasurer (and we don't know of anyone with the relevant skill set) we should look at employing a part time Finance Officer. Fr Robert will contact the Diocese to get an idea of the cost.

Credit Card Application: An application has already been submitted to NatWest for a credit card for Fr Robert Thompson and Diane Ashby linked to St Mary's account (account no: 81005601, sort code: 51-50-10). The Committee confirmed their **approval** of this request.

AOB/Comments

- The Carol service and Christmas services went really well and the prayer cards on the trees were very much appreciated. A number of people from the Sacred Heart came to the Carol service as they don't have one so we may look into having a joint service next year.
- This year our Carol service is scheduled for the Sunday before Christmas, but we may also have an Advent Carol Service.
- Nelissa and Rah's preaching was very good, and Fr Robert would like more lay people to preach.
- We plan to start sending birthday cards again to those on the electoral roll and also have Christmas cards designed that people can buy. We may also look at the possibility of producing calendars to sell.
- Paul, our new Director of Music is unable to bring back the junior choir on a Tuesday but a short choir rehearsal from 11.30 to 12.15 on a Sunday may be a possibility.
- A donation of £8,000 has been made for a music fund at St Mary's so we may be able to employ a couple of singers.
- Fr Robert recently met with Fr Johnson from the Sacred Heart and went over the plans he had discussed with Fr Terry.

- The Lent Book Group will be on Monday evenings after Mass and there will also be 6 sessions on the Sorrowful Mysteries of the Rosary on Thursdays during Lent.
- Philip will be arranging a choir for Ash Wednesday.
- The Thank You party was good and well attended. Fr Robert may have another post Easter.
- A date for when the new Bishop of Edmonton will be in place has not yet been confirmed.
- Fr Robert plans to work with the Catholics and after the Sherriff Centre's 10th anniversary celebration on 20th July, he will discuss with the Centre a fundraiser for CAFOD. He would also like to focus on charities we wish to support and suggested the Childrens' Society and, of course, our own debt advice service.
- Lia is working on a project with the Centre and will interview people in the autumn which will help launch the next development plan.
- Open Table: Fr Robert has a meeting with Kieran this week and has speakers arrange up to July. Open Table is a monthly event for the whole parish.
- 21st July is St James' Patronal with confirmations.
- Fr Robert's 25th Anniversary of Ordination: he will use the litany of Mary. The Sodality Group have suggested an annual pilgrimage to the Statue of Our Lady which will take place every Saturday nearest to Candlemas.
- Fundraising and Finance Group is working well.
- Pastoral: Carleen, Alison and Maureen have all expressed an interest in being part of a pastoral group.
- Sacrament of Healing will now move to the second Sunday of the month.

Signed 
Fr Robert Thompson, Chair