

# ST THOMAS OF CANTERBURY CHURCH PARISH PASTORAL COUNCIL MEETING

## Minutes Monday 13<sup>th</sup> May 2024

**Attendees :** Bernard Hunter, Fr. Michael Copps, Kit Tranmer, Andrew Dodd, Paul Turpin, Rob Fernandes, Sarah Dodd, Andrew Dodd, Donna Patros, Mike O'Sullivan, Matthew Ives, Lorna Spears and Michelle Spears.

**Apologies** Peter Robson

**Meeting Chair:** Bernard.

### **Minutes of the meeting 11<sup>th</sup> March 2024**

One amendment was made to the attendees and the minutes of the meeting were approved.

**Matters arising:** There were no matters arising raised.

### **Bishops visit.**

Members noted that the Bishop was due to visit on 22<sup>nd</sup> May and that this will include a confirmation mass for 49 candidates. As there is no scheduled meeting of parishioners with the Bishop, the PPC asked Fr Michael to enquire why the Diocesan Strategy had been changed to take St Thomas' out of any local parish partnership, and how this affects the Diocesan medium term plan in relation to St Thomas's.

#### **Action Fr Michael**

### **Health and Safety**

The revised draft policy which had previously been circulated was considered. Clarification was sought about the elements relating to BC hirers and the need to undertake risk assessments, including fire. It was also agreed that reference to the safeguarding notice board should be included in the relevant section of the policy, and that there would be a review of the BC terms of hire to include providing a risk assessment template to hirers. It was confirmed that the use of the tennis club is determined by the Tennis Club Committee.

The meeting decided not to require a unanimous vote on the policy.

Subject to the changes noted, the policy was formally adopted: 2 members abstained and 1 voted against, the remaining 10 being in favour.

However, due to the importance of this policy, the dissenting voice offered to share remaining concerns, and the Health & Safety Committee asked to re-review before finalising its introduction.

#### **Action Michelle, Health & Safety Committee**

### **Young People**

Sarah and Mike presented the feedback from the 2024 confirmation candidates. Following discussion it was agreed that the PPC would look to support four areas from the suggestions which had been made, these will be

- Extending the open air mass to include a blessing of pets in the afternoon

- Look at how we can support the young people with the job prospects raised and this could be included in the data base project where we can ask if anyone is willing to assist and then can be followed up by a form of job fair event in the BC
- The matter of providing “space to meet” presents more challenges which need to be considered and look at the realistic possibilities.
- It was noted that a young parishioner had volunteered to assist with looking at how we can improve the website for young people and other social media channels.

It was agreed that communication back to the candidates was important to ensure that the PPC are taking note of the points they raised. In addition, the list would be reviewed every two months.

**Action Sarah/Mike**

### **AGM**

The programme for the upcoming agenda was noted. This will include setting up a meeting for those interested in joining the council prior to the nomination closing date. Members were asked to identify potential candidates to Bernard.

Proposed changes to the constitution were discussed, it was agreed that members would provide any further feedback asap in order that it can be agreed at the next meeting.

Bernard would draft the annual report and circulate for comments.

**Action All/Bernard**

### **BCCS Training (Schools)**

Kit reported on the financial support being provided to St Antony’s and Trinity Schools for well being and other matters which is supported by BCCS. This was very welcomed and agreed that the action should be reported to parishioners. In addition, schools should be asked to provide feedback about the contribution that is being made to the children and difference that it is making.

**Action Newsletter item to be produced**

### **Cell Groups**

Seven people attended the first event and it was reported that it was very successful with a lot of trust and sharing taking place. It was noted that if this is to go forward that safeguarding and GDPR matters need to be addressed. The parish safeguarding representative has offered to meet and facilitate this. **Action Peter & Donna.**

### **Welcoming**

Three families attended the recent event which went very well. Going forward it was decided to set up say, regularly quarterly gatherings and that this would be communicated to new parishioners when they register. **Action Parish Office**

### **Car Park**

The contract for resurfacing the front car park had been awarded and plans are underway for the work to be undertaken in the six weeks school holidays. This would be supported by a communication campaign telling parishioners and users of the car park about what behaviour is expected when using the car park. There is also plans to improve pedestrian access to the church and grounds. Following discussion it was noted that this may need planning permission. However the proposed pathway was approved.

**Action Parish Office**

### **Henrietta Suite**

A brief updated was provided on the previous agreement to employ an architect to advise on how to refurbish the suite. Although this has been received, the proposals far exceed affordability for the parish. As a result a parishioner is now assisting the BC Committee to determine what they want/need to see for the future of that area. Michelle has received feedback from some users which she will share soon. It is hoped that proposals will be presented to the next PPC meeting.

**Action Becket Centre Committee**

### **Data Base Project**

Members having been previously circulated with a proposed project plan for creating a new parish data base were provided with an update on the time line which would commence in July and conclude in September. It was agreed that the form would be tested out on members.

**Action Parish Office**

The meeting closed with a prayer led by Bernard at 9pm.