

SAINT HUGH'S PARISH PASTORAL COUNCIL

Meeting of 31st January 2013

Present: Canon Ka Fai Lee, Tony Gregory (Chairman), John Burns, John Heaps, Lisa Radford, Anne-Marie Heaps, Tony Heron, Geoff Dennis, Ian Chater, Mary Chater, Joe Rudski, Ken Reeves and Terry McMenemy (secretary).

Apologies: Steve Hemsall

1. Minutes of previous meeting: the minutes of 6th December were approved & signed.
2. Matters Arising: None.
3. Pastoral & Liturgy
 - a) Year of Faith: A joint programme with St. Albans and English Martyrs including liturgical events, talks and other items is to be published shortly.
 - b) Children's Liturgy: Now has up to 20 children; some more instruments would be appreciated.
 - c) Website & newsletter: Council meeting minutes, have been posted via Fr. Ka Fai. Feedback on the newsletter continues to indicate a need for improved presentation. Discussion of the options included 'do nothing' till September when the Living Stones changes are implemented, and the contrary wish to show that we are listening to the congregation and prepared to make changes early.
 - d) Living Stones: The PCC will meet with the St .Albans PCC on 12th February to discuss ways of working together. The Bishop's meets with clergy at the Cathedral on 18th February.
 - e) Mass Attendance: analysis of the figures shows a sharp reduction in attendance from 142 to 119 (16%) following the end of the evening Mass. There was debate on the degree of loss to the Church overall as well as to the Parish, and what to do about it.
4. Buildings: Terry presented the findings of the buildings survey (attached). The buildings are generally in good order, with only minor work required, albeit that we remain concerned about the roof. He also tabled a draft table of regular checks required. Some of these are required by law. He opened a discussion on this by stating that failure to implement legal requirements is an offence, and the responsibility will legally lie with the person responsible and those managing that person. There was also debate on civil liability. Terry, John Burns and Joe are to compose a note for consideration.

Terry will arrange electrical testing (PAT & mains supply) as soon as possible, this is now due.

Joe is to obtain a revised quote for the side door to an outward opening, with holdback, crash bar and digital lock that can easily be reset.

Terry advised that an anonymous donor has offered to meet about half the cost of new radiators in the Church. This generous offer was accepted. New skirting and some redecoration will be needed once the existing radiators are removed. Terry is to work up a plan

Members raised concerns regarding security of property and road safety. Locks are to be fitted to some kitchen cabinets. This is perhaps inevitable with more Hall users. 'No Entry' signs are needed at the west entrance to the car park.

Members had noted the fire notices in the Church and Hall and were prepared to assist evacuation if necessary, and noted also the Assembly point location by the bicycle stands adjacent to the sub-station.

Work is planned soon for the Work Sacristy (Ian and Mary Chater), the Church loft insulation and the annual buildings survey (both Terry McMenemy & volunteers).
5. Finance: Our balance is slightly up at ~£22.5k.
6. Hall Bookings: Three further bookings are expected soon.
7. Next Meeting: 7th March 2013 at 7pm.