



## MINUTES OF FINANCE COMMITTEE MEETING held on Thursday, 23<sup>rd</sup> February, 2017

### **Present:**

Father Vincent CURTIS

Arlene BAREA Tricia DAVIES Chris DRURY Mike GRIFFITHS Martin HINNIGAN Albert PACE  
Bob & Dawn STRAKER COOK.

### **Apologies:**

Cari DEPLA Máire FLACK

The meeting was opened by Father Vincent with a prayer.

MINUTES OF MEETING HELD ON 15<sup>th</sup> December 2016 were approved and signed.

### **1. MATTERS ARISING:**

**Standing orders:** If the status of the Diocese were to change to a limited company, standing orders would not be affected.

**ACTION: Cari to make an appeal for more parishioners to set up Standing Orders after Easter.**

**Ramp in Hall:** Mike and Albert had looked into what had to be done and measurements were taken. It was intended to double-check access with the two wheel-chair-bound parishioners

**Mothers and Toddlers Group:** Not now happening.

**Stained glass windows:** Matter put "On hold."

### **2. CURRENT BALANCE:**

This stands at £11,806. The sum of £13,226 in the bank includes +£1,400 from second collections which has yet to be paid over to the recipients concerned. Further, 100 Club receipts and receipts from any other charity event that we hold such as ticket sales for the bingo night, afternoon tea and cakes, etc in support of the parish charity will also show up as part of our balance when in fact these monies will in due course be paid to the rightful recipient. **Noted:** The aim is to raise £2000 over the year for the parish charity: *Embrace the Middle East*.

**ACTION: Albert to review current balance figure.**

### **3. BUDGET FOR 2017:**

Albert had done a budget forecast based on the figures for the last three years. The figure of £8000 for the Buildings and Contents Repairs sub-head was thought to be too low in view of the forthcoming repairs envisaged. A more realistic figure of £15,000 was proposed. (see 6. below).

**ACTION: Albert to revise budget statement.**

### **4. FUND RAISING**

**Standing Orders :** See 1. Matters Arising above.

**100 Club:** Successfully launched and running smoothly.

**Bingo Night:** 60 tickets sold. Tricia, Arlene, Albert would meet at 5.30p.m. on the 24<sup>th</sup> to set up the tables, raffle, etc. and Doug Edge had volunteered to run the bar. A special "thank you" went to Chris Drury for providing the sausages for the pre-game supper.

### **5. BUILDING WORK/REPAIRS:**

**New Bathroom:** (£2,500 quoted). Pending for the present.

**Church Windows:** Some are jammed shut and will need to be looked at. Mike Griffiths has already obtained a suitable quote.

**ACTION: Mike to organise**

## **6. CHURCH AND HALL HEATING:**

**Boiler:** The Church boiler is over 40 years old and obsolete with spare parts now not available. Repairs had been carried out several times over the years at considerable expense, and it was decided that the best course of action would be to replace it with a new one. There was no heating in the hall and a separate system would have to be installed; given that the hall was not in constant use, a timer was proposed to regulate the new system when installed. In any event, the radiators in both the Church and the hall would have to be flushed out. One quote for a gas boiler had been received but a further two would have to be obtained, taking both supply and installation into consideration. A separate electrical system to be fitted into the hall is also being considered, with a parishioner giving us the quote.

**ACTION: Mike Griffiths to obtain 2 further quotes. Albert proposed a further meeting to “move things along” once quotes are available.**

**Albert will try to get the user name of Father Vincent’s telephone changed. For review at next meeting.**

**Fire Drill: To be conducted For review at next meeting.**

## **7. HEALTH & SAFETY MATTERS**

Martin had prepared a **status report** on the asbestos hazards in several locations (attached to these minutes). He had removed the asbestos fall pipe from the shed – wearing protective clothing – and was disposing of it through Local Authority arrangements. As there was asbestos present in the ceiling tiles of the boiler room, he had prepared **warning notices** to alert people who needed to carry out work there. He also recommended that official permission - from Father Vincent - to work there would have to be sought and had prepared a notice to this effect. Further, he asked that the names and telephone numbers of two people should be available to act in Father Vincent’s absence. He offered to draw up a log of things to be done and when last done. Martin was thanked for a job well done.

**ACTION: Martin to prepare log.**

## **8. ANY OTHER BUSINESS**

Chris pointed out that the lights outside the garage and the presbytery were not on. This would have to be looked into.

**ACTION: Immediately following meeting Father Vincent confirmed the light by the garage does work. Further discussion to look into presbytery lights**

There being no further business, Father Vincent brought the meeting to a close with a prayer and thanks to all present for their attendance.

**THE NEXT FINANCE COMMITTEE MEETING WILL BE HELD ON  
TUESDAY 9<sup>th</sup> MAY 2017 at 7.30p.m.**