



MINUTES OF THE FINANCE COMMITTEE MEETING

held on Thursday 29th November 2018 at 7.30 p.m.

PRESENT:

Father Vincent CURTIS

Chris DRURY Mike GRIFFITHS Martin HINNIGAN Albert PACE Tricia DAVIES

Fr Vincent opened the meeting with a prayer.

1. APOLOGIES: Dawn STRAKER COOK Máire FLACK Arlene BAREA

2. MATTERS ARISING:

Minutes of the meeting held on 29th November 2018 were approved. (signature to follow)
Fire Drill: In hand

3. CURRENT BALANCE:

Currently stands at approximately £12,000 once the various expenses including the bathroom installation are included. The second Parish Project has been paid.

4. FUND RAISING:

- The idea of **Food From Around the World** event did not take place
- **100 club** is up and running producing an income of £744 for the church. This is a lower figure than last year but most welcome
- The **Art Exhibition in St Edmund's** took place as planned in collaboration with the Calne Music & Arts Festival in October.
- **Harvest Sale** did not take place.

5. BUILDING WORK / REPAIRS:

- The bathroom in the presbytery is virtually completed with only minor finishing touches left. Various further improvements were undertaken including insulation of the rooms where needed and a new jacket to lag the water tank.
- Doors to the boiler room and sacristy completed. Thanks to Paul Blake.
- Identified work::
 - Door closer to front door church: **Action: Mike**
 - Gate at the front needs repairing: **Action: Mike**
 - One window in the presbytery needs replacing: **Action: Mike**
 - The Notice Board for times of Mass needs altering:
Action: Fr Vincent to ask members of the congregation
- There does not appear to be a stop cock to the presbytery. In the meantime, the key to turn the water off from the road has been put in the garden shed.

6. HEALTH & SAFETY MATTERS

- **Martin** gave details of a lengthy document from Anthony Hughes, H&S officer employed by the Diocese, comprising some 34 pages and 27 questions with sub questions. This is effectively a self-assessment form but action is likely to come from it. Martin confirms he will comply with the deadline of a reply by the 3rd December as instructed in the document but warns that the role is becoming unrealistic and far too time-consuming for the role as a volunteer in such matters. The necessity of such documentation is also questioned.
- **Fire Drill:** Father Vincent to organise

7. A.O.B.

- Loud speaker system: It had been suggested by a parishioner that the loud speaker system was not working properly. The committee are of the view that the system works well enough but that the loop system may not be working/possibly switched off. The sensitivity of the microphone can also be altered. **Action: A Pace** to ask Hubert Dias about the state of the loop system.
- 2019 Budget: **Action: A Pace** to complete once this year's figures are completed.
- Top room needs decorating/maintenance: This could be a project for 2019
- School Christmas bazaar is on Friday 17th from 3.30 to 5.30 p.m.
- Contribution to gardener: The committee agreed to give the gardener £100/quarter as a thank-you for his efforts in the garden and tidying up.

The Committee gave glory to the Father, Son and Holy Spirit, led by Father Vincent, who brought the meeting to a close.

THE NEXT FINANCE COMMITTEE MEETING WILL BE HELD ON

THURSDAY, 7th February 2019 at 7.30p.m.

