MINUTES OF THE FINANCE & BUILDING COMMITTEE MEETING
Thursday 24th October 2024 at 6.00 p.m.

1. **PRESENT:**
   Fr Vincent CURTIS Mike GRIFFITHS Martin HINNIGAN Albert PACE Dawn STRAKER-COOK
   *Elizabeth HITCHENS, Helen MURPHY, Chris & Sue WATERMEYER attended the Open Discussion (see below),

Fr Vincent opened the meeting by giving Glory to the Lord.

2. **MATTERS ARISING FROM MEETING HELD ON 6th June 2024:**
   - Large tree pruned by Albert
   - Gutters cleared and roof tile replaced by Mike
   - Plugs replaced by Chris.
   - Memorial stained-glass window : in hand
   - Minutes of last meeting approved.

3. **APOLOGIES:**
   Tricia DAVIES, Chris HOOD

4. CURRENT BALANCE / OTHER FINANCIAL MATTERS:
   - Balance as of end of September (including second collections) £17,470.
   - However, there is a deficit of £4,000 when the bequest from Chris Drury is taken into consideration.
   - The shortfall reflects, primarily, increases in electricity and heating costs which now stand at £12,000 per annum.

5. OPEN DISSCUSSION: Improvements to flooring in Church Hall
   - Chris Watermeyer had obtained a quotation of £3,000 for high density laminate flooring to replace the present floor covering. The amount includes skimming the floor if needed.
   - The attendees (marked * above) felt strongly that this should be done as, apart from the general appearance of the hall, there had been complaints from the Mothers & Toddlers Group that the cold floor had discouraged attendance.
   - In view of the current financial position, a fund-raising drive was proposed, possibly representing the Parish Project for 2025.
   - Father Vincent pointed out that this would have to be put to the congregation and a group formed specifically for this purpose.
   - Three quotes are usually required for such undertakings.
   - The decision by the congregation as to which Parish Project/Projects will be supported in 2025 will take place after Mass on the First Sunday in Advent. It was agreed that Elizabeth Hitchins will propose “raising funds for new hall flooring” as a Parish Project for 2025, which will be in competition with any other proposals put on the day. **ACTION: Elizabeth HITCHINS**

6. **BUILDING WORK/REPAIRS**
   - Mike, Albert, Chris and Paul had completed all the outstanding repairs and refurbishment items for the Presbytery with just the stair carpeting outstanding.

7. HEALTH & SAFETY OFFICER’S UDATE:
   - Another new Diocese H & S Officer, Ian Yarrow, has been appointed and Martin has already had a visit from him.
   - The wooden ladder in the shed is not fit for purpose and will have to be disposed of as will the metal BBQ. **ACTION: Albert/Mike.**

- Roughly 84% of the High Priority requirements mentioned in the Safety Dashboard have been complied with 16% of Medium and Low Priority areas outstanding. We are well ahead of most other parishes.
- A check-list will be prepared by Martin.
- I would like to add that, after re-reading Martin's report to the Committee dated 17 November 2022, we owe a vote of thanks to Martin for overcoming the frustrations he experienced in getting to this point!!

8. Security Cameras

- The provision of Security Cameras will be discussed with Chris at the next meeting.
- The cameras at St. Mary's Church, Chippenham are no longer in service.

9. A.O.B.

- A plea was made by the Cleaner that the present vacuum cleaner was too heavy for her to handle. **ACTION: Albert/Mike** to look into an alternative – a *Cordless Sharp* vacuum cleaner was mentioned.

The meeting was brought to a close by Father Vincent with a prayer.

THE NEXT FINANCE AND BUILDING COMMITTEE MEETING WILL BE HELD ON THURSDAY, 20th February 2025 at 6.00p.m.