MINUTES OF THE FINANCE & BUILDING COMMITTEE MEETING
Thursday 26th June 2025 at 6.00 p.m.

1. **PRESENT:**
   Fr Vincent CURTIS Tricia DAVIES Mike GRIFFITHS Martin HINNIGAN Chris HOOD
   Gabriel LOPEZ Albert PACE Dawn STRAKER-COOK Jo WALSH

   Fr Vincent opened the meeting with a prayer.

2. **APOLOGIES**
   Arlene Barea

3. **MATTERS ARISING FROM MEETING HELD ON 27th March 2025:**
   - Work on **lighting** in Presbytery kitchen and **timer** on water heater in Hall - completed.
   - **Security Cameras** installed but see 7 below.
   - **Garden furniture** provided by parishioners.

4. **CURRENT BALANCE:**
   (as of 01/05/25: £19,778.45)

5. **PARISH ANNUAL BBQ on 29/06/25**
   - Risk Assessment done
   - No Children's Liturgy - **ACTION: Dawn to contact catechists**
   - Food allergy notices to be prepared **ACTION: Dawn**
   - Tombola ticket price settled at 3 tickets for £1.
   - Cake stall prices to be settled on the day. **ACTION: Jo**

6. **CARD READER**
   Albert has purchased a card reader at a reasonable cost which has been successfully put into use. The card reader will be used for second collections only at this time. Cash second collections will continue in parallel. **ACTION: Albert to explain how to use the machine.**
   Our thanks to a parishioner who has made a substantial donation.

7. **SECURITY CAMERAS**
   4 cameras repositioned as follows: 1 each at the front and back doors of the Presbytery, 1 in the Church porch pointing towards the entrance to the car park, and the fourth in the Church pointing towards the Sanctuary. **ACTION: Chris.**

8. **BUILDING WORK/REPAIRS**
   Piece of glass from Stained Glass Window to be re-glued **ACTION: Mike**
   Tile off Hall roof to be replaced **ACTION: Mike**
   Crucifix to be re-painted **ACTION: To discuss with Paul Blake.**
   Light to be installed above Crucifix. **ACTION: Chris to consider suitability**
   Mass Notice Board to be redone. **ACTION: Mike to enquire**

9. **HEALTH & SAFETY OFFICER UPDATE:**
   - **Martin** reported that he is now able to use the new system. Before the new system was introduced 98% of the requirements had been met; this figure now stands at 75%.
   - **Asbestos Inspection** A company will inspect several Parishes on any one day. A Friday was suggested. We will be charged for this.
   - **Gutters** to be cleared annually: **ACTION: Mike and Albert**

- **Fire Risk Assessment** complied with
- **Electricity Certificate** is about to expire. ACTION: Chris to update Certificate.

10. ANY OTHER BUSINESS:

Jo made several requests:

- More Welcomers to be recruited
- Money raised from the Cake Stall and Tombola is for the Parish Project. Details of money raised to be mentioned in the Newsletter ACTION: Albert
- **100 Club Draw** to take place in July
- **Bumper Christmas Hamper** to raise funds: this will be voted on when the Parish Project comes up for discussion in November.

The meeting was brought to a close with a prayer.

THE NEXT FINANCE AND BUILDING COMMITTEE MEETING WILL BE HELD ON THURSDAY, 18th SEPTEMBER 2025 at 6.00p.m.