MINUTES OF THE FINANCE & BUILDING COMMITTEE MEETING

Wednesday 26th August 2026 at 6.00 p.m.

1. **PRESENT:**
   Fr Vincent CURTIS Mike GRIFFITHS Albert PACE Dawn STRAKER-COOK Jo WALSH
   Fr Vincent opened the meeting with a prayer **to the Father.**

2. **APOLOGIES**
   Stephen DEPLA Gabriel LOPEZ .

3. **MATTERS ARISING FROM MEETING HELD ON 13th May 2026**
   - Improved access to hall: Drop threshold and door to provide direct access. ACTION: Albert & Mike
   - Emergency Exit Fire door at the back of the church: **No action needed.**
   - First Aid Training: ACTION: Carolynn/Albert to organize.
   - Donation to Marian Sisters: Done
   - Heat detector: In hand. ACTION: Mike
   - Replacement oven: Oven to be replaced by the same company that have already been called. £40 callout charge will be deducted from bill if same company is used. ACTION Albert Fr Vincent

4. **CURRENT BALANCE:**
   - **Balance as of 30th June stands at £12,957.52 AFTER deduction of**:
     Hall Improvement Fund: £1,993.56
     Hardship Fund: £198.54
     Parish Projects: £1,108.42
     Second Collections in June: £248.81
   - **Substantial anticipated expenses will be for new oven and improved access to Hall.**

5. **BUILDING WORK/REPAIRS:**
   - Mould in Hall Storage Room to be attended to. Repairs to the hall roof– estimated at between £8,000 and £10,000 will be deferred until next year.
   - Overhanging tree branches to be cut back. ACTION: Albert & Mike

6. **FUND RAISING OFFICER'S UPDATE:**
   - **Plant & Book Sales**: The recent Book Sale +donations raised just over £290.
   - **Jumble Sale:** Saturday 29th August at 11a.m.: Laminated posters to be prepared and put up on the fence outside the church, in addition to standard advertising. ACTION: Jo/Mike
   - **Details of Christmas Bazaar (**5th December) and **Christmas Hampers** will be announced at the appropriate time**.** ACTION: Jo
   - **Storage of items:** ACTION: Albert to ask Doug Edge if table-tennis table can be moved temporarily out of the storeroom to make extra space, prior to Jumble Sale

7. **HEALTH & SAFETY OFFICER'S UPDATE**
   - See Stephen Depla's Report attached for ease of reference. N.B. PAT testing and Electrical System Report have been completed for the hall and church, and awaiting completion for the Presbytery.
   - The Committee would like to place on record its thanks to Stephen for his efforts.

ANY OTHER BUSINESS:
- **Note in Newsletter** urging parishioners to consult Minutes displayed on Church notice board so that they are aware of the financial situation, particularly in view of forthcoming expenses on the presbytery oven, access to the hall, and replacement hall roof.
- A cleaner for the Presbytery has been appointed
- Smart Meter readings to be submitted twice a year.

The meeting was brought to a close with a prayer.

THE NEXT FINANCE AND BUILDING COMMITTEE MEETING WILL BE HELD ON WEDNESDAY 25th NOVEMBER 2026 at 6.00p.m.