

St Werburgh's Parish Council – Tuesday 15th January 2019

Present: Fr Paul, Marie Broadhurst, Judith Done, Barbara Graves, Denise Jones, Syd Jones (Parish Secretary), Bernice Meredith, Caroline Palmer, Anne Proctor, Gerry Tighe, Paula Wszolek

Opening Prayer and Welcome

New Members

Father Paul welcomed Judith and Anne to the Parish Council and explained its role and the way it functions. Judith and Anne introduced themselves.

Minutes

The minutes of the meeting held on Tuesday 20th November 2018 were reviewed and approved.

Arising

Primary School

Father Paul reported further on discussions with Mrs Kathryn Oates, Headteacher, about the Primary School Governing Body.

Financial Negotiations with the Diocese

Father Paul referred to the Curial Offices role in managing the finances of the Diocese and its relationship with St Werburgh's. He reported on two matters of concern:

1. our claim for funding from our OMT local allocation for expenditure already incurred. The full amount of the claim £8,530.00 had now been received and the sum transferred into St Werburgh's parish account but there had been considerable delay and uncertainty.
2. the circumstances in which money had been transferred by the Curial Office from St Werburgh's Standing Order Account to our Central Fund Account, held by the Diocese.

Father Paul circulated a letter he had sent to the Diocesan Director of Finance on Friday 14th December as both email and hard copy to which no response had been received.

Parish Council expressed great concern regarding these problems with communication.

Finance Update

Father Paul gave a brief introduction to the management and reporting of parish finances.

Syd Jones reported the headline figures for income and expenditure for the period April to December 2018 inclusive. Both were as anticipated.

He reported how both the OMT funding from the Diocese and the recent transfer to our Central Fund Account would need to be accounted for in the financial records of the parish.

Father Paul cautioned that, whilst the overall position remained relatively healthy, careful monitoring and management of finances remained a priority.

Safeguarding

Father Paul updated generally on safeguarding issues and again reminded Parish Council of the importance of the process.

DBS clearance was proceeding very well, and the key Groups identified were nearing completion.

Father Paul reported he would shortly be meeting with our Safeguarding Officer, Liz Aiello, to review progress and one issue identified was the need to consider a second Safeguarding Officer to work alongside Liz.

Health and Safety

Father Paul reminded Parish Council of the importance of Health and Safety, especially so when the Church was full, as it had been over Christmas.

St Werburgh's will be subject to a Health and Safety Audit with a Team from the Diocese visting on 31st January.

Following a request for volunteers to form a St Werburgh's Health and Safety Team to take an overview of the matter four parishioners had expressed an interest so far.

Particularly discussed were the huge numbers at Christmas and at a recent concert and the new arrangement whereby parishioners in the side pews wishing to receive Communion should first go to the back of the church. This was working reasonably well but with still some breaches.

Also discussed was whether there were any improvements that could be made to make Communion safer and more efficient.

Social Events

Gerry reported that the 2019 Parish pilgrimage to Oscott Seminary had been arranged for Wednesday 27th March. He outlined the itinerary and an announcement would be included in the forthcoming Newsletter.

Father Paul reported on other social events including the annual parish social, the trip to the Liverpool Synagogue, the evening heritage walk around the Garden Quarter and the possibility of a theatre trip to Manchester for West Side Story.

Confidential matters

Parish Council considered one confidential matter.

Next Meeting - Tuesday 19th March 2019