

**Minutes of the meeting of the Finance and General Purposes Committee
held at 8.00pm on Thursday 15th November 2018
at St Edmund's, Croft Road, Godalming**

Members Canon David Parmiter
Rory Flynn
Arthur Gomez
Sean Leathem
Alan Lion
Margaret McClinton
Damian Wheeler
In attendance Ann Bleddyn (Secretary)

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| 1 | Opening Prayer
The opening prayer was led by Canon David. | Action |
| 2 | Apologies for absence
Apologies were received from Margaret McClinton who is attending the Co-ordinators meeting. | |
| 3 | Minutes of the last meeting
The minutes of the meeting held on 4th September 2018 were read and approved. | |
| 4 | Matters Arising
Arthur reported that the installation of a mirror on neighbour's land was not possible as it would be a health and safety hazard for pedestrians.

Rory confirmed that Crozen have applied the Epoxy Resin to the steps at St Edmunds.

Arthur confirmed that the works to the flat roof of the presbytery have been completed.

All other matters arising would be taken under agenda items. | |
| 5 | Parish Development – Strand One Vision and Mission
Canon David reported that the second Alpha course will be concluding shortly with the Holy Spirit day scheduled for Saturday 17th November. The next Alpha course will be in the Spring/Summer 2019. The Divine Renovation Reading Groups have started and the Divine Renovation Team are now looking to improve the "Welcome" that people receive not only at mass but also new parishioners and visitors to the parish.

Alan confirmed that he had supervised the installation of the screens at St Joseph's and had added the ability to record to the specification. The Polish community had paid for the installation and provision of a speaker in St Joseph's room so that the children can follow the mass. A test run of the software will take place this Sunday and the following Sunday. Alan will ask Kevin not to play before mass. The first Sunday of Advent will be the implementation of the software and screens. Volunteers are being sought to operate the software.

Alan gave a demonstration of the software to members.

Canon David reminded members that Bishop Richard will be presenting the Diocesan Pastoral Plan to the Deanery on Monday 19th November at 7.00pm | Alan |

at St Joseph's Guildford. Parking may be difficult due to a concert at G-Live and members were advised to arrive early. Refreshments will be available from 6.15pm

6 Parish Development – Strand Two Parish Buildings

St Edmunds - Pre application

Waverley's planning department have replied to Mike Conoley and have highlighted five areas that needed further consultation - parking; community asset; heritage asset; proximity to other houses and the provision of affordable housing. Mike Conoley together with the sub-committee will provide further information to Waverley.

St Josephs – Feasibility Study

Four architects have been interviewed by the sub-committee for the renovation and development of St Josephs. Two, Mike Conoley and Thomas Ford, have been commissioned to provide a feasibility study to see what is achievable.

7 Treasurers Report

Rory tabled the SOFA Report to 31st October 2018 (copy in minute book).

The current bank balance is £81,369 with outstanding cheques of £6,229.45 less agency of £1,200.48 which will reduce the net balance to £73,939.07. The unrestricted forecast for 2018 is showing a deficit of £17,961.

Rory reported that there are one-off costs this year associated with Divine Renovation and Alpha which are an investment for the future.

Rory advised members that in 2019 monitoring would be against a financial plan and forecast.

Alan thanked Rory for his report and hard work.

8 Data Protection

Canon David reported Sarah was liaising with the Diocesan Data Protection Officer to find out what is required. Rory reported that a company who would shred all the confidential papers had been recommended by the Diocese.

9 Health and Safety

Sarah is going to be given a log-in on the Health and Safety Toolbox to keep the parish up to date.

10 Update on the maintenance of the buildings and outside areas

Sean reported that light bulbs have been replaced in St Joseph's room and the ladies toilet.

Members decided to ask Alan Brown to lift the broken slabs on the side path at St. Josephs and re-bed them with sharp sand.

Sean

Canon David to talk to Fr Paul to see if any of the Polish congregation will be willing to undertake the fitting of a device which will restrict access to the car park.

Canon David

Canon David to talk to the parish at Bexhill to see which contractors they used for the repainting of the white lines in the carpark. Rory reported that Crowzons also undertake the painting of white lines.

Canon David

Arthur reported that due to the failure of the pump the boiler room at St Josephs had been flooded to a depth of 12 inches and that the firing unit and associated wiring were underwater. Unfortunately the heating engineers are

unable to attend until after the 26th November and therefore there will be no central heating until the end of November at the earliest. Members authorised the purchase of a new pump and will organise some emergency oil fired radiators to take off the chill. Canon David to talk to Louise to consider whether to rearrange the location of the First Holy Communion mass.

Canon
David

Arthur reported that the fixed mike was being used as a hand held mike by the children. Canon David confirmed that the hand held mike was broken and needed replacing/repairing. Arthur to contact the suppliers.

Arthur

Arthur advised members that the annual church cleaning is now due. The Polish community had undertaken a deep clean of St Joseph's earlier in the year and Sean would contact them to see if they would be will to do another deep clean in time for Christmas. St Edmunds would be undertaken by external contractors.

Sean

Another set of keys for St Joseph's to be cut to allow Alan to return Arthur's keys to him.

Alan

Sean reported that the bolt on the front door at St Joseph's is now working.

11 AOB

No business.

12 Date of next meeting

The date of the next meeting will be on Thursday 17th January 2019 at 8.00pm in the Parish Rooms, Croft Road, Godalming. The meeting closed at 9.45pm