

## **St Werburgh's Parish Council – Tuesday 19<sup>th</sup> March 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**

### **Minutes**

The minutes of the meeting held on 15<sup>th</sup> January were reviewed and approved.

### **Arising**

### **Primary School**

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

### **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 2018 to February 2019 inclusive. Both were as anticipated.

### **OMT Diocesan Appeal – Funding for Local Schemes**

Further to the previous discussions Father Paul briefed Parish Council on the current position regarding our Local OMT Schemes:

**Remodelling of the front of Church funding:** This remains our major project and was deferred until the Great War Memorial Plaque scheme was completed. Further discussions had now taken place with the Diocesan Director of Property, Richard Crawford and the scheme is now being looked at actively, based on the plans produced by the architect David Morrey and shared with the Parish. All aspects of this scheme would be handled directly by the Diocese, including all financial matters.

**Funding for Minor Works List:** Originally St Werburgh's submitted an bid for £20,000 from local OMT funding to facilitate the completion of several minor schemes . Diocesan approval to proceed was received and the first 6 schemes have so far been completed. A claim for the cost of the six schemes amounting to £8,530 has been submitted to Diocese and these funds now received into St Werburgh's bank account.

Father Paul explained that the Diocese has approved this sum in addition to the £20,000 originally claimed and has also transferred the sum of £20,000 to St

Werburch's, giving us a total of £28,530 towards our minor works list. The position has been discussed with the Diocese which has confirmed we have been awarded this sum.

**Minor Works List:** In light the funding now available Father Paul invited Parish Council to review the list of minor works with a view to further consideration at the next meeting.

### **Painting of exterior of presbytery**

Father Paul reported that arrangements were now being made by the Diocese for the external painting of the presbytery. He reminded that this was not an OMT funded initiative but would be met from our Central Fund account.

### **Hotel Development**

#### **General update**

Father Paul reported on the progress of the hotel development and the ongoing disruption at the side of church. The situation was being monitored closely but he acknowledged the significant impact this was having on church activities and parishioners.

#### **Drainpipes**

Father Paul reported that three cast iron drainpipes had been damaged at the side of church. The developers had not admitted liability but had indicated their willingness to undertake the replacement. This was in hand.

#### **Safeguarding**

Father Paul reported that DBS clearance for all our priority groups was nearly complete. Currently Liz was processing the team who take Home Communion. The next Group to be processed will be the Confirmation catechists later in the year.

#### **Health and Safety**

Father Paul reported progress in establishing the Health and Safety Team to oversee this important area of work. The team had met with the Diocesan Health and Safety Advisor and had identified four key areas for immediate review:

- Crowd control and evacuation (especially at busy services and events)
- Ladder Safety and working at height
- Fire Safety and evacuation procedures in case of fire
- Catering

The Team is due to meet again on Wednesday 20<sup>th</sup> March 2019

## **Social Events**

Father Paul and Gerry updated on the imminent pilgrimage to Oscott Seminary, the forthcoming visit to the Liverpool Synagogue and the evening heritage walk around the Canal Basin.

## **Arising:**

### **National Altar Servers Mass: Saturday 21<sup>st</sup> September 2019**

Gerry reported the arrangements for the National Altar Servers Mass and the possibility of St Werburgh's being represented.

Father Paul suggested that our attendance could form the part of a wider group of altar servers drawn from all the Chester Parishes and he would suggest this to his colleague priests.

### **Head of Catholic High School and Vice Chancellor of the University of Chester**

Father Paul reported that John Murray would shortly be retiring as Head Teacher of the Catholic High School and Tim Wheeler similarly as Vice Chancellor of the University of Chester. Father Paul reflected on the contributions both had made to the academic life of Chester and especially to Tim's support to him as Catholic Chaplain at the university.

## **Laminator**

Paula agreed to look at the cost of purchasing a laminator

## **Confidential matters**

Parish Council considered one confidential matter.

## **Next Meeting - Tuesday 14<sup>th</sup> May 2019**