

Parish Pastoral Council Meeting 28th January 2020

Administration and Finance Report

1. **Property** – An Appeal lodged by the developer, against the refusal by Waverley Borough Council to grant planning for the construction of a new dwelling on property adjacent to the driveway at St Anselm's, has been dismissed.

As reported previously, the Letting Agreement for the Weydown Nursery has been updated to reflect the requirements of the Diocese. The Agreement has been agreed with Clare Hitchmough, who runs the Nursery. The document still remains with the Diocesan Solicitor for approval.

A visit to the Cemetery of St Mary's Abbey, which existed in Haslemere until 1975, took place on 2nd October. It was established that one Priest and twenty three Sisters are buried in the Cemetery, which is located within the garden of a private property in Woolmer Hill. It has been decided that the metal Crosses on the graves will be painted in the spring but that as the property is owned by the Diocese no major works will be undertaken by the Parish. Photos taken during the visit will be available at the Council meeting.

A new Lease for the Priest's House at St Anselm's has been signed. The rent has been increased following advice from Letting Agents Warren Powell Richards.

2. **Buildings and Maintenance** - As previously reported the Quinquennial Reports for all Parish buildings were completed as required by the Diocese. Quotations are being obtained for the various items of work identified by the surveyors as requiring attention in 2020.

St Anselm's are obtaining quotations for the new fire wall in the loft space above the Parish Room, the decoration to the main doors of the Church and the trimming of the tree behind the Church.

At Our Lady of Lourdes repairs to the electrical system connected to the well pumps and a replacement water heater in the Church Hall have been undertaken recently. In the spring the external painting of the Presbytery will go ahead based on quotations received last year.

No items of repair and maintenance have been undertaken in the period at St Teresa's.

3. **Health & Safety** – The current status of outstanding Safety Tool Box Risk Assessments is as follows;

St Teresa of Avila	- 3 Overdue Assessments; Flat Roof Checks, Gutter checks, etc.
St Anselm	- 1 Overdue Assessment Premises Inspection.
Our Lady of Lourdes	- No over Assessments

We now have to complete a Landlords Residential Property Questionnaire for the Diocese in respect of the former Priest's House at St Anselm's.

The people responsible for completing the Health and Safety Assessments in the Parish remain Sam Dudley (OLL), George Cook (St A's) and Mike Damon (St T's).

4. **CDM Regulations** – Pre-contract Information, which is required to be issued to all contractors working on our buildings, is being issued as and when required.
5. **Safeguarding** – A new Safeguarding Co-ordinator, Angela Mc Grory, has been appointed by the Diocese and she will be assisted by a her PA, Bethany Arthur. There is to be a national review/ audit headed by Ian Elliot with the purpose of highlighting best practice but also to identify those Parishes who are needing assistance.

We have to ensure that all volunteers working with children are DBS checked. Pat Blades has requested assurances from St Anselm's and St Teresa's that procedures are being adhered to but seldom receives a response.

Pat Blades recommends that a small working party be established with a representative from each Church to take this matter forward as we would not wished to be 'named and shamed' if the Parish is audited.

6. **Parish Newsletter** - There are no issues to report.
7. **Parish Website** – There are no issues to report.
8. **Parish Hall and Parish Room** – The rates for the hire of the Church Hall and Parish Room have been increased from 1st January 2020.
9. **The Crypt** – The Anglican Churches have decided to no longer hire the Crypt.

If any Parish Group wishes to use the Crypt it needs to liaise with Judith Davys.

10. **Accountancy** – The new Diocesan software accounts package (Accounts IQ) has been adopted by the Parish. We are lucky to have Alan Revers as our accountant as he has resolved the teething issues.

The Lottery has been amalgamated with The 100 Club. At the time of writing this report there are three Lottery members accounts, which have yet to be resolved. The amount paid by The 100 Club to HOWG in 2019 amounted to £2,936 plus £320 paid in by the Lottery.

11. **Gift Aid Co-ordination** – Terry Henley, our Gift Aid Co-ordinator, continues to input the necessary information onto the Diocese GiftWise software system.

The amount of Gift Aid paid to the Parish by the Revenue in 2019 amounted to £12,115.93 less 7.5% deducted by the Diocese for administration, which results in a nett payment of £11,207.

The Diocese has issued a policy on Gift Aid Retention and Disposal of Documents. This is for documents received or produced before and after 25th May 2018. Diane Breen will be checking and clearing the Parish archives this spring in order to comply with this policy.

12. **Collections and Collection Counters** – The Counting Rota has been reorganised to reduce the number of counters and a checking system instigated.

13. **Parish Inventory** – The preparation of the Parish Inventory is complete with the exception of the Presbytery, which will be completed shortly. Both written and photographic copies of the Inventory will be stored in the Parish safe.

14. **Parish Office** – There are no issues to report.

15. **Parish Family Database** – There are no issues to report.

16. **Parish Registers** – There are no issues to report.

Tony Lyons / 15.01.20

Liturgy

Welcomers. Following our last meeting, Kevin Kerrigan met with the welcomers at OLoL in order to remind them of the duties involved: to identify who is to be responsible for bringing the gifts at the offertory, to indicate to the Eucharistic ministers which members of the congregation need to have Communion brought to them and to seek out any new parishioners or visitors in the church hall after mass. Kevin reports that he still occasionally has problems when someone on the rota calls at the last minute to say that they cannot make it but otherwise the system is running more smoothly.

The only other issue reported from any of the churches is that we were short of readers and Eucharistic ministers at OLoL over Christmas as so many of the people on the rotas were away.

Music. The choir members at OLoL continue to give their time and talents in order to enhance the liturgy. They regularly attend parish weddings and funerals and will soon be practising for our patronal feast on 11th February, Ash Wednesday on 26th February and the Taize service on 1st March.

Sadly, Rachel o'Mara-Miller's initiative to start a junior choir was not successful. At the first session in October we had just 4 children and no-one signed up for the session in November. We had hoped that we might have a group to sing at the Christmas party but no families signed up to attend this occasion either.

Verity has been in contact with another organist, Chris to be on call if she cannot make a particular weekend. He has attended a couple of services to see what is required but has not yet been needed. It will be useful to have another organist available when Verity is away.

Pauline Prior

OUTREACH January 28th 2020

HOWG

At our last meeting it was decided that we should have some guidelines for selecting charities and causes to sponsor. There are so many worthy organisations to which we could donate that it is sometimes difficult to choose. John McGuire has offered to draw up some guidelines to help us decide.

At long last the Uganda money has been located amongst their diocesan vaults and Fr Timothy has received it. So that the girls' education should not be jeopardized, Nick Deeming, Kevin's brother, paid £450 to cover the present term. This means that Fr Timothy will now, receive his next donation from HOWG in May. Nick Deeming will be reimbursed from the money that would normally been given to Fr Timothy in January.

There is still some confusion about the Indian charities, Ben's Eye Clinic and Ashagram's payment details. John and Gail McGuire will be visiting both charities next month. It is hoped that payment will be sorted by then.

With regard to our latest donees: we propose to give £300 to the Twinning Toilet scheme. Other projects we are looking into are the local food bank, the Hub youth project and Jiwo Paro, a charity which buys sewing machines for poor women in India so they may support themselves and their families. All of these require a little more research before we decide on the amount of money they might receive.

RED BOXES

Dave Allen has sent in the annual return which showed we deposited a total of £923 during 2019. By far the majority of this came from Holy Cross. The visit from Fr Thaddeus helped recruit quite a number of new box holders but we've yet to see their contributions.

100 Club

Debbie & Richard Stanton are moving and will not be able to run the 100Club from about July. Tony is looking into who may replace them and has dated me with people who have or have not transferred over yet.

Carole Holloway

ECUMENISM GROUP REPORT FOR OLL PPC Meeting

Notes from the meeting held on 12/12/2019 chaired by Simon Fraser. Present: James Rapp, Kathy Le Fanu and apologies from Fay Reynolds. Win Browne was also present as a visitor, having been invited by Fr Irek, to consider leading the group, when Simon retires from the role.

The Minutes of Meeting held on the 23/09/2019 were agreed and accepted.

Items discussed:

Ecumenical Activities 2019 - Kathy had attended a Taize service in Banstead in ...which was sadly, poorly attended and prompted some discussion in the group, about the need to ensure good publicity for our own in our parish.

Simon reported on the Dialogue and Unity Day held earlier in the year, in Crawley, organised by the diocese. The theme was Catholicism and Islam - Encounter and Engagement. The day was well attended and proved to be stimulating and interesting.

Simon also confirmed that there was representation at Remembrance Sunday services from all three churches in the parish.

Events planned to date, for 2020:

Taize Service - The date for the next Taize Service to be held at OLL is 01/03/20 at 6pm. An earlier date had been proposed but as it coincided with Candlemas at St Bartholomew's, the date for the service was moved by mutual agreement, in order to ensure that members of that congregation could attend the Taize service.

Simon is coordinating the preparations for the service together with Pauline Prior, Kathy Le Fanu and Win Browne, as in previous years. A Taize service planning meeting was held on the 15th January and details of the service will be presented to Fr Irek, for his approval.

Women's Day of Prayer- Kathy who is the link for this yearly activity advised us on the date for the event which is to be held at the Methodist Church on Lion Green, Haslemere on 06/03/20. Kathy has since provided more details of the service which will be organised this year, by the Christian Women of Zimbabwe. Details of the service will be put in the parish newsletter.

We await more information from Kingdom Come who invite us to their yearly event of praise to be held 21-31st May.

Summary: At the date of writing this Report, Simon Fraser has handed over his leadership role to Win Browne, who has agreed to take over from him. It is with gratitude, that the group bids farewell to Simon as he has been long committed and consistently supportive to Ecumenism in the parish and beyond. He has given many years of his time and talents to the work of engaging with other Christians in our area, for which he will be remembered and it is with his encouragement, that I take over from him.

Further activities will be discussed and proposed and it is hoped that we can extend and continue to maintain established connections to other churches in our area. The next meeting for the group is on the 21st April at 8pm.

Win Browne

Social and Fundraising report

Events since last meeting

September	27th	Seniors Club	OLL
October	9th	Parish Tea Party	OLL
October	11th	Seniors Club	OLL
October	13th	Coffee morning	St Ts
October	25th	Seniors Club	OLL
November	1st	Seniors Club	OLL
November	2nd	Quiz night	OLL
November	8th	Seniors Club	OLL
November	8th	Sing for your Supper	OLL
November	10th	Coffee morning	St Ts
November	13th	Parish tea Party	OLL
November	20th	Seniors Club	OLL
November	24th	Parish Lunch	OLL
November	29th	Seniors Club	OLL
November	30th	Cribs	OLL
December	6th	Seniors Club	OLL
December	8th	Christmas Fair	OLL
December	11th	Parish Tea Party	OLL
December	15th	Festive Coffee Morning	St Ts
January	8th	Parish Tea Party	OLL
January	22nd	Parish tea party	OLL

Milly's cribs - 28 cribs were distributed, 3 to Weyhill, 3 to Beacon Hill and 22 to Haslemere High Street.

A note was given with each crib, asking for it to be displayed facing outwards for all to see. Having collected the cribs, 19 businesses have indicated that they will be happy to have a cribs in 2020.

The Children's Christmas party had been planned for 8th December but no one signed up to attend and so it was cancelled.

Christmas Fair - Raised £648. Attendance was lower than in previous years.

Notable lack of donations, and of volunteers from OLL. Possibly time to reassess holding of Fair.

Parish Christmas tea party - A lovely festive event, well organised with plentiful food and good entertainment. Attendance was lower than hoped, in part due to illness of potential attendees.

Seniors Club – future is under consideration

Sam Dudley