

HOLY NAME STEERING GROUP TO ST. MARGARET'S PPC

Minutes of the meeting held virtually on Wednesday 21st April 2021 at 7.00pm

Present:

Tim Hall	(Chair)		
Michael Glancy	(Secretary)		
Father Chris	Tom Canning	Marie Glancy	Ian McDonald
Catherine Cox	Catherine Pearce		

Item	Action
1. <u>Welcome</u> Those present were welcomed by the chair and Father opened the meeting with a prayer.	
2. <u>Apologies</u> Elizabeth, Barbara, Stephen.	
3. <u>Minute of previous meeting</u> Approved as accurate.	
4. <u>Matters arising and Correspondence</u> <ul style="list-style-type: none">Father to send off paperwork to HQ regarding Bill Merrick and Tommy McGowan. Father ChrisTom has sent invoice for roof repair to Stephen for payment.Tom to participate in virtual course on making virtual tours to take part in this year's Doors Open Day. This material could be placed on the joint website. Tom indicated he had got the same email so can access the training. Tom	
5. <u>Safeguarding Update from Marie</u> <ul style="list-style-type: none">There are a number of training dates available in May/June on Zoom. Dates have been sent to Father for inclusion in the newsletter. Father ChrisMarie has been in touch with Margaret McCluskey (Safeguarding Office) who has confirmed all volunteers at HN are up to date with training. She will be informed when any volunteer needs training.Marie has applied for PSC (Parish Safeguarding Co-ordinator) training on 9th June 2021 at 6.30pm on Zoom to keep herself updated. MarieCurrent advice has been amended to allow people over 70 (who have been vaccinated) to act as welcome volunteers. Father to action if required. Father Chris	
6. <u>Mass arrangements</u> <ul style="list-style-type: none">Tim thanked Father for providing a good choice of masses over Easter - they went well.Putting on two masses on a Sunday in Holy Name allows for all parishioners to	

attend - current arrangements to continue for the moment.

- Catherine suggested that the capacity could be increased to 45 if required.

7. **Finance**

- Stephen had circulated an Income & Expenditure spreadsheet up to March 3rd 2021 prior to the meeting and this was considered. There was little material change from the previous statement.
- Envelopes appeared in HN last Sunday and can be collected. Those who contribute by standing order should be encouraged to continue this payment method as it guarantees contributions even when unable to attend Mass. Tom to print off standing order forms from joint website which can be distributed after Mass on Sunday.

Tom

8. **Church Repairs Update**

- Father to chase up Browns regarding repair of steps at HN.
- Gas tank has been inspected and needs repair. Father agreed to involve the Fabric Committee St. Margaret's who can liaise with Tom to action remedial work.

Father
Chris

Tom

9. **Joint Website**

- Mike informed the meeting he had done work on producing content for the joint website including a revised history of HN based on the substantial work done by Tom. Also now available is content covering: the Remembrance Garden, the Music Ministry, the Museum, the Gabriel Loire windows, the Steering Group and a history of the SSVP Conference.
- Tim suggested parishioners be alerted to the joint website and the content already on it and ask them to offer suggestions for further inclusion. This could be done via the newsletter.
- It was suggested that a meeting be convened soon to discuss the website to include Tim, Mike, Iain and Father. Mike to action.
- Current subscription to HN website developed by Thomas Canning to be allowed to lapse as all future content will be posted on the joint website.

Father
Chris

Mike

10. **AOB**

- Colin Whitlock has requested a new hymn machine which could be used when he is unavailable. Father wants to consider the whole sound system in HN and accordingly has arranged a meeting between Colin, himself and Mike Pendowski.
- Cath informed the meeting that Alan's funeral is next Wednesday at 11am and will be streamed live. She will send the details to Mike who will distribute to the Group. She thanked the group for all their support and sympathy.
- Tim asked for suggestions to help with Tom's workload. Tom said Willie McDonald was doing great work in the garden but that Gerard Crilly may be

Father
Chris
Colin
M Pend

Mike

- willing to commit to assist with maintenance. Tom to approach him. Tom
- Tim asked the members to think of parishioners who might be interested in joining the Steering Group. Group

11. **Date of next meeting**

To be arranged.