

Minutes for the PPC Meeting on Tuesday 19th September at 6:00pm

Item	Description
1	<p>Apologies and note of attendees. Opening prayer Fr. Peter Cryan, Caroline Mottram, Steve James (available until 7pm), Sarina Bloor, Jim Franey, Eileen Roddy. Apologies: Jean Bell.</p>
2	<p>Comments/questions on minutes from July PPC 15 October, 2023, St Edward the Confessor's Feast Day – coffee/tea and cake will be provided, after the Sunday am Mass. October 1, the PPC annual report will be delivered to the Parish. All other issues will be covered elsewhere in the minutes.</p>
3	<p>PPC Constitution – update on any nominations and dates for the process. Retirees: Jim Franey, Eileen Roddy. The PPC welcomed the appointment of two newly nominated and successfully elected nominees to the membership: Chris Doyle and John Mears. The membership will determine specific roles at the next PPC meeting.</p>
4	<p>OMT update.</p> <p>1. There are funds of approximately £13,500 available for the parish to allocate via OMT. The request to make a donation of £1,080 to the CTK music programme has gone forward to the Diocese's OMT Stewardship Committee, for consideration. The Diocese has its own music initiative which they have asked us to consider for future years, but CTK had already selected Cre8 for this year.</p> <p>2. The employment of a 'Parish Child Co-ordinator', to encourage more involvement of children in the parish life, manage the interface between Christ the King School and the Parish and organize the 'Little Church', was discussed. The outline of the role, their employment and payment process, and guidance from the Diocese as to their employment status, are required. The tax implications for the potential person in the role are to be determined also. Cost estimate is 3hrs per week term time.</p> <p>Actions: Point 1 – Fr. Cryan to report back result from the Shrewsbury Diocese Meeting. Point 2 - Fr. Cryan to seek guidance from the Shrewsbury Diocese and compile an employment profile.</p>
5	<p>Communion to the Sick- meeting arrangements for potential Ministers of Holy Communion.</p>

	<p>Also, to be discussed at the next PPC, expressions of interest are to be informally sourced, and an initial meeting will be held on 14 October 2023 after the 10.30 Mass.</p> <p>The issue of reintroduction of COVID-19 measures was discussed also.</p>
6	<p>Hiring out the Community Room. How to manage this was reviewed. An outside group, hiring the venue, would need to provide:</p> <ul style="list-style-type: none"> i) A Certificate of insurance ii) A Risk Assessment iii) A Copy of safeguarding policies and procedures if children or adults at risk are involved in the hiring group's activity. <p>The Parish would need to manage bookings, advertising, a cleaning rota etc.</p> <p>A comprehensive Parish Checklist is required. A discussion around fees is also needed.</p> <p>This item will go forward to the next PPC for future consideration.</p>
7	<p>Raising the Parish profile. An informative poster has been provided by John Mears. A suggestion was made regarding posting the document in the new home development offices.</p> <p>The above work should be incorporated into a future Public Relations Programme for the Parish e.g., Flyers, Christmas Cards etc.</p>
8	<p>Status of Red Box Local Secretary. No volunteers for this have come forward. The Red Box HQ are willing to provide speakers, seminars etc. However, given the reduced use of cash and a drop in the use of collection boxes it is accepted that these will phase out and on-line donations be encouraged instead.</p>
9	<p>AOB</p> <p>EMR and JF were thanked for their contributions as retiring Committee Members.</p>
10	<p>Date of next meeting is Tuesday 7th November, 2023</p>