

**OUR LADY IMMACULATE - TOLWORTH**  
**PARISH COUNCIL**  
Minutes of the meeting held  
12<sup>th</sup> July 2016

**PRESENT:** Fr Edward, Andrew Richardson, Elspeth Casey, Winnie Groves, Adelaide Magwaza, Gia Borg-Darcy, Imelda Haines, Marie-Helene Cook

**APOLOGIES:** Tim Sheehan, Aideen Phillips

**ABSENT:** Chris Harding

- The meeting was opened with a prayer.

**ELECTION OF OFFICERS : CHAIR, VICE CHAIR, SECRETARY**

Andrew Richardson was unanimously re-elected as Chair. Imelda Haines was elected as Vice Chair. Chris Harding was re-elected (in his absence) as Secretary, with Elspeth Casey agreeing to cover any absences.

**ELECTION OF COUNCIL MEMBERS**

There is one spare place which should be filled forthwith.

**MINUTES OF MEETINGS HELD ON 10TH MAY 2016 AND 21ST JUNE 2016 (AGM)**

Agreed and signed off by the Chair

**MATTERS ARISING FROM MEETING HELD ON 10<sup>TH</sup> MAY 2016 :**

- **Visual Representation of Existing Groups in the Parish** – Marie-Helene has produced an excellent new version. This captures what was previously detailed in the Parish handbook. To be displayed in Narthex in due course when glass display cabinets are put in. **(AR & MHC)**
- **Scout Group** - It is important to determine the make up of this group, its purpose and those that are using it, so we can determine the link to the Parish. Father Ed to discuss with Pat Askey to understand better on the questions above. The Scout group has billed the parish for its usual £1,000 donation. **(Father Ed)**
- **Carpet condition in the Church** – Some of the carpet inside the Church has become worn and is lifting away from its underlay. This is causing concern over potential accidents for parishoners when using this area of the Church. It was agreed to remove the carpet throughout the Church and strip back and sand the parquet floor over the summer period (August). 3 companies had provided quotes and AA Flooring (£5,500 quote ) was chosen. Weekday morning Masses would be held in either the Church hall or the Old Chapel over the period of the work. **(IM)**

- **Rogues Gallery** - Its felt it would be beneficial to the parishoners of OLI to know who those people are that sit on the council. Photographs to be put in Narthex and published on the website of all those on the council. Photos to be taken at the next council meeting. **(IM)**
- **Parish Census** – Parish Census and Survey to be carried out in September / October 2016. **(Father Ed)**
- **Noah's Ark** - Noahs Ark currently using the bungalow. A meeting is to be held between Fr Ed and Betina in order to discuss management of a potential fire risk and ongoing finances. **(Father Ed)**
- **Parish / PTA Picnic**- Held on Saturday 2 July and was lots of fun for those who attended, despite the torrential rain.
- **Pictures of Deceased on Noticeboard in Narthex**- Winnie has produced a first draft of information leaflets for Marriage and Funerals. Andrew will forward to Council before next Parish Council meeting. **(AR)**

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#### **MATTERS ARISING FROM MEETING HELD ON 21<sup>st</sup> JUNE 2016 (AGM):**

- **AGM Format** – The AGM was not well attended. However, it was agreed that an AGM was required to discuss (as a minimum) the Parish's finances. It was suggested that the leaders of each Parish Group should be individually invited, to encourage them to attend. The format would be discussed nearer the time of the next AGM. **(AR)**
- **Old Chapel** – Now open. Sets of keys have been made. **(No further discussion needed)**
- **Parish Administrator** – Someone is to answer the phone in the Presbytery every week day from 10am to 1pm. **(No further discussion needed)**
- **Maintenance Committee**– is to be established and Chaired by Imelda. She will ask people to let her know which jobs are required and will then co-ordinate trades people. **(IM)**

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#### **DATES OF NEXT MEETINGS:**

- 1 Tuesday 11th October 2016
- 2 Tuesday 13<sup>th</sup> December 2016
- 3 Tuesday 10th January 2017
- 4 Tuesday 14<sup>th</sup> March 2017

- 5 Tuesday 9<sup>th</sup> May 2017
- 6 Tuesday 13<sup>th</sup> June 2017 (AGM)
- 7 Tuesday 11<sup>th</sup> July 2017

Minutes agreed as a true reflection of the meeting:

Signed:

Name:

Date: