

Final

Parish Pastoral Council Meeting

Held: At 6.30pm on Thursday 7th June 2018 at Christ the King

Agenda provided by: Fr MJ Galbraith & John McAnaw (Chair)

Minutes prepared by: Anne McConnochie (Secretary)

Signed as approved by:

Present: Fr MJ Galbraith (Fr), John McAnaw (JM), Anne McConnochie (AM), Aileen Brown (AB), Caroline Nash (CN), Gill Lees (GL), Keith Otto (KO), Gordon Sillars (GS), Collette Vaughey (CV),

Apologies: Arianna Carlini (AC), Colin McAllister (CM), Tony McConachie (TM), Siobhan Patrick (SP), Lorraine Rotchford (LR), Alison Stevenson (AS), Eileen Wallace (EW)

Agenda:

1. Welcome and opening prayer
2. Apologies
3. Minutes of previous meeting
Matters arising
4. Reports
Catechetics
Safeguarding
Canmore
Social Life
Community Outreach
Fabric & Finance (+200 Club)
School Rep.
Liturgy
5. A.O.C.B.
6. Date of next meeting and closing prayer

Agenda 1: Welcome & Opening Prayer

JM welcomed everyone and Fr opened the meeting with a prayer.

Agenda 2: Apologies

See above

Agenda 3: Minutes of previous meeting

The minutes of the Parish Pastoral Council Meeting held on 26th April 2018 were amended and subsequently accepted as an accurate record.

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Matters arising

Agenda 4: Reports

Catechetics

The last Children's Liturgy of the session will be on Sunday 24th June. It is continuing to go well and attendance is steady. It is believed that the Diocese is working on guidelines to support catechists.

Safeguarding

We are still awaiting confirmation of a date for an evening's training.

Canmore

Semester 2 exams have now finished. At the end of semester we held our talent show (won by Colleen and Lisa), leaver's BBQ and May dip bonfire which were well attended. Upcoming: Graduation garden party.

Social Life

- Approximately 21 CathSoc students are graduating. LR and SP will meet up shortly but all is in hand re helpers and contributions of food and drink.
- It was agreed that the Parishes' Ceilidh would be held at Greyfriars P.S. on Friday 28th September. **AM** to inform LR.
- We are still looking for a substantial 3rd prize for the raffle to be drawn at the ceilidh. **AM** to contact **CM** to find out whether he has any golfing contacts that might help. **Fr** will also place a notice in the newsletter.

Fabric & Finance

Fabric

ST JAMES'

TOWER ROOM WINDOWS:

Following our incomplete Planning Application, we have found it necessary to engage an architect for this project. Angus McGhie of Jack Fisher Partnership has been engaged. We have removed one of the ground floor windows to see in greater detail the framework and fixings required for the like-for like replacements. He has circulated detailed drawings to both the blacksmith and glass conservationist for comments and feedback on any potential issues prior to submitting the updated drawing to the Planning Dept. I have been advised that the fee already paid is not at risk and communication is on-going between Angus and Planning Dept. officials. I am however a little concerned over the possible increased specifications of the work and the financial impact on costs given we are at the limit of delegated authority on the project. I will discuss costs with the Blacksmith next week when he has had time to review the details of the revised drawings and possible cost implications.

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KNEELERS: The kneeler pegs have now been reduced in size to eliminate the damage to the new upholstery. The work was carried out "in-house" with the help of Patrick Anderson.

NOTICEBOARD/BOOKSHELF: It has been agreed Alan Stephen (St Monans) will carry out this work and Fr Galbraith is dealing with Alan on the timescale and some adjusted specifications.

HEATING & BOILERS: A survey has been carried out and the boiler has been serviced although some parts do need to be replaced. There is a lack of pressure in the system which is causing some of the poor heating issues. David Hagen has taken on this project and work is continuing.

CHURCH HALL: It was agreed a small Steering Group will co-ordinate this project but will seek additional input and consultation as required. The group will comprise; Fr Galbraith, George Turner, David Brown, Colin McAllister and Tony McConachie. The group have not yet had their first meeting.

GIFT AID: It was agreed to draft a leaflet covering a variety of ways to financially support the Parish. It is still at the early stages but it is hoped the draft document will be available very soon.

NOTE: While not raised at the last Fabric & Finance Committee, it is noted there is substantial damage to the stonework at the Presbytery porch. Initial superficial survey suggests the damage has been caused by water and the glass and stonework will need to be re-built. This could be undertaken while maintaining the roof in situ by the use of supports. A more detailed assessment is required and I hope to get someone out to look at it and give some indication of costs involved. It will be expensive and it may be worthwhile checking on our insurance position on this occasion.

JM noted that it would be good to have an indication of priorities from the Steering Group.

EAST NEUK

A structural engineer has been out to look at the gable end problem at Most Holy Trinity and his report should be received w/c 11th June 2018.

Finance: Based on four months to 30th April 2018 accounts

Hall Renovation Fund balance at 30th April 2018 £33 377 (b/fwd 1st December 2017 £32 041).

St James'

Weekly collections for the four months to 30th April 2018 are down £600 compared with same period for last year.

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200 Club

Everything is in place and launch is proposed for the start of the new academic year.

Christ the King with Most Holy Trinity

Weekly collections have remained static.

Payments have now been made in respect of repairs that were carried out last year:

- **CTK** Blocking up of a window at the gate house £151.
- **MHT** Some roof work £151, work done around the new organ £707 (joiner's and painter's accounts).

School Rep.

- Summer fair is on tomorrow, 8th June at 5-7pm with food, games, dog show to support Guide Dogs and raffle (first prize £300 cash), all welcome.
- Houses are organising activities to fund raise for charities of their choice (Bake Off at the fair, PJ and Breakfast at school on 8th June, Disco Party at school, litter pick on the beach.
- Archbishop Cushley will visit the school on 26th June.
- The school appreciates the work of the Legion of Mary who come into school weekly for recitation of the Rosary at lunch time.

Liturgy

April 26-June 7

- On April 29th we participated in the Rosary on the Coast initiative which was held in 300 locations in the U.K. This was for the re-flourishing of our faith. Attended by St James' and East Neuk parishioners and students.
- In the month of May we honour Our Lady.
- The Legion of Mary organise First Saturdays in St.James' and Christ the King alternately.
- May 6: Schola Eucharistic Adoration 'Concert' provided music during Adoration while Father was available for Confession. All were invited.
- May 10: Solemnity of the Ascension of the Lord. Father provided 2 Masses in St James and 1 in Christ the King.
- May 13: Legion of Mary begin the cycle of saying the Rosary on the 13th of the month until October. This is in honour of Our Lady of Fatima. It also takes place in the East Neuk.
- May 20: Solemnity of Pentecost.
- May 26: First Communion. 9 children received Communion including a boy from Pittenweem.
- May 27: Solemnity of Most Holy Trinity.
- May 31: Visitation of the Blessed Virgin Mary.
- June 3: Corpus Christi. The Solemnity of the Body and Blood of Christ. This was followed by Extended Adoration right after Mass until 4.30. All were invited from both parishes.

We now look forward to the Graduate Mass and Garden Party, and to another busy summer with many visitors and pilgrims.

New Dawn arrives on the first week in July with Mass in the cathedral on July 5 - the 700th anniversary of the consecration of the cathedral. It is hoped that parishioners from our 3 churches are able to attend.

Agenda 5:

Minutes: Currently, approval of minutes at the subsequent meeting means that the minutes are no longer current once published. The disadvantage of publishing interim draft minutes is that they may contain inaccuracies. In order to overcome this, it was agreed to have virtual approval of the minutes. Once the minutes have been prepared, they will be circulated to the PPC for checking. Any amendments will need to be submitted to the Secretary within 14 days. Once amendments, if any, have been made and the 14 days have passed, the minutes will be deemed to have been virtually approved and subsequently made available at the back of our churches and on the parishes' website.

Data Protection: As for all organisations, the Church in Scotland will need to comply with recent changes to Data Protection law. This will affect, for example, Marriage and Baptismal records and details held of members of the Gift Aid scheme.

Agenda 6:

Date of next meeting and closing prayer.

- The next meeting will be a joint PPC/AGM to be held in St James' church hall at 7.00pm on Thursday 13th September. JM thanked everyone for their attendance and Fr closed the meeting with a prayer.

Date	Action	Details	Responsible	Status
231117	55	Committee Members to be contacted re photos on website.	AM	Closed
231117	56	Short piece about charitable contributions to be included on website.	Fr, AM	On-going
260418	57	Befriending social to be arranged.	LR, JM	On-going
260418	58	LR to be informed that CTK BBQ to be suspended.	AM	Closed

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260418	59	Written quotes for alterations to flat to be obtained.	EW	On-going
260418	60	200 Club flyer to be amended.	Fr	On-going
260418	61	Hall sub-committee to be formed.	Fr, TM	Closed
070618	62	LR to be informed of date/venue for ceilidh	AM	Opened
070618	63	CM to be contacted re raffle prize	AM	Opened
070618	64	Notice to be placed in newsletter re raffle prize	Fr	Opened