

Final

## **Minutes of the St James' Parish Pastoral Council Meeting**

**Held:** At 7.00pm on Thursday 20<sup>th</sup> June 2019 at St James'

### **PPC Meeting**

**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), Keith Otto (KO), Anne McConnochie (AM), Gill Lees (GL), Tony McConachie (TM).

**Apologies:** Arianna Carlini (AC), Collette Crompton (CC), Caroline Nash (CN), Lorraine Rotchford (LR).

### **Agenda:**

1. Welcome and opening prayer
2. Apologies
3. Minutes of the previous meeting

Matters arising

#### 4. Reports

Catechetics

Safeguarding

Canmore

Social Life

Community Outreach

Fabric & Finance

School Rep.

Liturgy

5. 200 Club/raffle
6. Future renewal of constitution
7. AGM

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8. A.O.C.B.

9. Date of next meeting

### **Agenda 1: Welcome & Opening Prayer**

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

### **Agenda 2: Apologies**

See above

### **Agenda 3: Minutes of previous meeting**

#### **Matters arising**

Action 70: Closed.

Action 71: On-going.

Action 72: Closed. Two quotes have been received for the relocation of the statue of Christ the King, one coming in at £6500 and Colin Sweeney at less than £3000. The shrubbery in the vicinity requires preparation and a plinth needs to be laid.

Action 73: On-going.

Action 74: Closed.

### **Agenda 4: Reports**

#### **Safeguarding**

Three Part 1 training sessions have taken place in the Parish. Part 2 training will be rolled out after the summer, also delivered by Debby Harris and Yvonne Richmond.

#### **Social Life and Community Outreach**

- Our Easter Bonnet competition was a great success with 15 entries across all three age categories. The hall was packed as Father Michael John chose and announced the winners. Photographs and details of the winners can be found on the parish website.
- Details for the graduation garden party will be finalised at a meeting on Friday, 21st June. A great number of parishioners have already promised to provide food for the buffet and /or help on the evening.

Arising:

- A race night is planned as the third of our Parish events.
- Parish ceilidh to be planned for 27<sup>th</sup> September, subject to availability of Greyfriars school hall. The catering for this is quite expensive; alternative arrangements may be sought.
- A number of outreach activities take place including student befriending, SVdP, Crail Christmas Fayre and the Legion of Mary. In previous years, Crail Festival has used

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Most Holy Trinity for concerts but this is not the case for 2019. It was proposed that a list of outreach projects be generated and the profile of these activities raised.

## **Fabric & Finance**

No meeting of the Fabric & Finance Committee has taken place since the last PPC meeting.

### **Most Holy Trinity**

A vandalized window has been replaced. No major works on the building are required.

### **Tower windows**

Since the last PPC meeting the Tower windows have been completed with a final cost 50% more than the original budget but slightly less than the revised estimate.

### **Statue from Christ the King**

A quote has been received for the relocation of the statue from Christ the King but will need some prep work due to issues with the statue which have been identified on close inspection. Preparation work at the new site in St Andrews (garden) is required.

### **Marble arch ring**

The substantial crack in the main arch ring above the altar has been identified and classified as in need of urgent repair. The crack has been there for several years; however we have been strongly advised to proceed with urgent repairs to the marble tiles which are loose before any fall down and cause further damage or injury. Work has been scheduled for July for the main arch ring. Further investigation needs to take place regarding the remaining tiles. We have been made aware of further issues at the side altars and at the tower room.

### **Tower roof**

Water penetration is still an issue at the Tower roof. The gutters have been cleared and an inspection carried out. The internal woodwork is water-damaged and will require work. This will need to be done prior to any re-decoration.

### **Church Hall**

An architect has been and a further visit is required prior to plans being drawn up.

### **Presbytery Porch**

This is another project that needs addressing as the concrete sill has broken and in need of repair. Initial reports suggest it will require to be rebuilt but costs and funding are issues that need to be discussed. This work may cost upwards of £16000. No action has been taken on this project.

### **External Church repairs**

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The stonework needs some repointing work in places. At this time, it is an observation only but a situation that will only get worse with time.

### Conclusion

The extensive work detailed above has come about as a result of years of neglect. Finances to cover these will need to be prioritised but some external funding may be available.

A quote for the sum of £18000 has been received for the re-painting of St James'. A breakdown of the costs into individual projects will be obtained, together with a second quote.

### Liturgy

#### Lent and Easter

Lent was very busy in the two churches.

Lenten Masses were well attended as were the Lenten breakfasts.

Stations of the Cross were led by Father every Friday in St James, and Mondays in Crail. There were many opportunities for Confessions including Reconciliation during Friday Mass on April 12.

Holy Week started with a Procession with palms at all Masses on Palm Sunday.

On the Tuesday, Chrism Mass was held in the Cathedral , where priests renew their vows and we receive Holy Oils for the coming year.

During the Triduum Father led us with prayers at Vigils and Lauds which were very moving.

Holy Thursday and Solemn Liturgy on Friday were attended by many parishioners and visitors. Both were solemn and spiritual services.

On Saturday the purple veils were removed and preparations underway for Easter.

The Vigil Mass was uplifting and joyful with 5 people being received into the Church.

Easter Sunday was warm and sunny and, as usual, we were inundated with worshippers.

All were accommodated and offered a celebratory glass of Prosecco after Mass.

Many thanks and appreciation to Father for all our celebrations.

May is the month of Our Lady.

The Legion of Mary led us in praying the rosary in St James on Mondays, Thursdays and Saturdays and on Mondays in Most Holy Trinity.

The Memorial of Our Lady of Fatima was celebrated on May 13.

First Holy Communion was held in St James on May 25 with 16 children taking part.

May 30 - Solemnity of the Ascension of the Lord.

June started as usual with First Saturday Devotions on June 1st.

June 9 - Pentecost

June 16 - Trinity Sunday.

**School Rep.**

- The celebration of First Holy Communion went smoothly; children and their families and friends were very happy, it was a lovely day.
- New P1s have had their visits.

**Agenda 5: 200 Club/raffle**

To date, 160 tickets for the 200 Club have been purchased, guaranteeing a minimum of £800 each to Parish and prize fund for the July draw.

It was proposed that the raffle should be drawn at the end of April, with tickets going on sale around September. Fr will contact donors to confirm details of the prizes.

**Agenda 6: Future renewal of constitution**

The draft guidelines relating to the constitution of the PPC are expected to be ratified at the end of the year.

**Agenda 7: AGM**

The AGM will, once again, be combined with the PPC Meeting.

**Agenda 8: A.O.C.B.**

The recent frequency of second collections was raised. Fr was able to confirm that the archdiocese sets the dates of these collections and that there are 13 over the course of the year.

**Agenda 9: Date of next meeting**

Next meeting (combined AGM/PPC) to be held in St James' church hall at 7.00pm on Thursday 19<sup>th</sup> September. JM thanked everyone for their attendance and Fr closed the meeting with a prayer.

Date	Action	Details	Responsible	Status
140319	70	<del>Draft Guidelines for PPC to be circulated to members</del>	AM	Closed
140319	71	Further discussion of Gift Aid promotion by Fabric & Finance	TM	On-going
140319	72	<del>Costs of relocation of Christ the King statue to be investigated</del>	Fr	Opened
140319	73	Consideration to be given to promoting SVdP	Fr	On-going
140319	74	<del>Notice re marquee erection to be inserted in newsletter.</del>	AM	Opened

200619	75	Preparation of shrubbery and plinth for the statue of CTK.	Fr	Opened
200619	76	Colin Sweeney to be engaged to disassemble, transport and re-assemble the statue of CTK.	Fr	Opened
200619	77	Availability of race night contact for 22 <sup>nd</sup> November to be determined.	JM/LR	Opened
200619	78	CN to be contacted re availability of school hall for 270919	Fr	Opened
200619	79	Raffle prize donors to be contacted to confirm details.	Fr	Opened
200619	80	Email re funding application to be forwarded to TM.	Fr	Opened