

**St. Teilo's with Our Lady of Lourdes**  
Parish Pastoral Council

Draft Minutes of the Meeting held on Wednesday 16th  
November 2022 At 7:00pm in the Parish Hall

**PRESENT**

**ACTIONS**

Canon John Griffiths - President  
Carole Burns - Chair  
Anthony Evans. - Secretary

Jo Hudson Gill Kane  
Angela Jones David Roblin

**Agreed Actions:**

**Apologies:** Gerry Lewis/ Paul Doherty / Claude Bulai /Peter Searle/ Clare Gallager/Marcia Fortner  
Madeleine Walters

**1. Opening Prayer - Fr. John**

Canon John welcomed the attendees to the meeting and began the meeting with an opening prayer

**2. Financial Report Overview - David Roblin**

David provided a Statement of Accounts for year ending March 2022. It was emphasised that the accounts were yet to be approved by the Archdiocese, which meant that they may not be the final output.

The above said, an extensive overview of the accounts was provided, and a copy of the statement of accounts provided for the record. David Roblin requested that the financials discussed not be made public until the Archdiocese has approved the accounts.

**The important outcomes from the review were:**

The emphasis on declining revenue from collections through the year - this amounted to significantly less offertory takings year on year - Meaning additional activities / initiatives should be encouraged to increase revenue within the parish

Despite the declining revenue, the statement of accounts as confirmed by David showed that the Diocese is holding on behalf of the parish what is called an investment account. This has enabled the continued funding of development work particularly at Our Lady of Lourdes Presbytery. A significantly high balance is recorded, but Fr. John indicated that although positive we mustn't underestimate inflation and additional work needed.

Anthony - mentioned that there are examples of very effective donations facilities working very well at other parishes. Given the digital age, maybe we should reconsider looking at these facilities.

Fr. John said that the previous investigation weighed up the cost of implementation which was quite high and the initial discussions was made to not pursue at the time.

Angela - Highlighted that there are affordable prices available on the market - small businesses use them well.

Angela and Anthony mentioned that they had seen prices from £15 - £20 per month for such facilities.

## **Important Communication from Peter Searle (Apologies received)**

Peter provided a brief report on behalf of the Finance Committee which was distributed to all Members. The report emphasised that during the committee's meeting earlier in November, it was agreed that due to the financial trends within the country looking negative, and the drop in overall parish income, more modest alterations for baby changing and disable toilets should be undertaken. These will be unisex rather than separate changing facilities for men and women. A contractor has been asked to feedback with a workable plan.

Once the improvements at OLOL's has been agreed, then a review of St Teilo's requirements will be undertaken. Particularly with regards to the lighting, heating and decoration.

### **3. Ratification of the minutes taken for the previous meeting**

Carole raised previous minutes, all agreed on the report

### **4. Reaching Out Project Updates - Gill Kane**

- Gill provided extensive feedback on the Outreach activities and noted that there had been a lot of positive feedback. Particular emphasis from the feedback :
- £1000 had been raised to support the work. (Fr. John said he was very touched by this)
- Out of Date Food - we need to be more aware of food items expiry dates
- A bank account and further appeal were being arranged
- A school visit with fr. John was carried out - the response from the Head Teacher has been wonderful.
- The Knit and Natter groups coming on well, and doing great work
- School - Helping Hands school initiative which attracts support from the SPAR - regular donations

Fr. John emphasised that he has been very impressed with the way that the Gabalfa school has embraced the parish. They have offered school facilities should we need them for any events. Also, they will be conducted a school 'non uniform' day once a month to support our work.

### **Gill mentioned also that additional focus will now be place on:**

- Support to feed families
- Application forms - being adjusted to make it easier for those effected to ask for help
- Process and Donations
- Newsletter updates
- More schools on-board
- The HUB is on-board and ongoing communications
- Stay Warm - A place to go for the community

### **5. Fitness and Wellbeing Update - Jo Hudson**

Jo reported that the responses to the initiative was very impressive. 27 responses outlining their interests.

The respondents were mainly women specifying a mixed amount of activities preferred. An initial open afternoon is currently being arranged. This will be used to get started. A simple walk will be arranged to start off, and the initiative will develop from there.

### **6. Parish Evangelisation Update ( Apologies from Madeleine received)**

Madeleine provided feedback concerning the delay in running the intended programme - Spread the Gospel Developing a Missionary Parish" until the New Year when it is hoped a Communications Officer will be in post - as outlined within the document provided to members at the meeting.

### **7. Synod Continental Stage ( Apologies from Madeleine received)**

Gill provided an update to say that meetings had been held and what was provided would be sent to the Archbishop.

### **8. Health and Safety - Paul - (Apologies provided)**

Paul has sent a communication to members so that they were aware of areas of significance. Members acknowledged receipt

Paul provided a communication concerning his attending future PPC meetings. This was acknowledged. It explained - given that his reports and feedback were provided to the Finance Committee, who already had representation within the meetings - his attendance would be less frequent i.e when necessary - this was accepted. (document on file)

### **9. Safeguarding (Apologies provided)**

Gerry to update the members on his return

### **10. Fr John's Items.**

No additional items from Fr. John

### **11. A.O.B**

Gill discussed the possibility of putting Christmas hampers together for the celebration season. Maybe toys or an appeal for contributions for Christmas parcels.

Fr. John thought it might be a little too demanding on the congregation at this time due to the other appeals and activities

Angela - Asked Fr. About the music system used at Mass. Fr. John mentioned that following a discussion with the finance committee, he had made the decision to acquire a digital hymn player which would encourage the congregation to sing when musicians were absent.

### **12. Date of Next Meeting**

Next meeting agreed for Wednesday 25th January 7pm

### **13. Closing Prayer from Fr. John**

