

St. Thomas More Church, Hartley Wintney

Minutes of meeting held on Tuesday 28th April 2009

Present:

Alan Bannon, Bill Bishop (chairman), Carole Johnson, Dcn Dave Morgan, Fr Dominic Adeiza, Janine Kilroy, John Marcotti (minutes), June Walsh, Margaret Jennings, Marian Sandle, Marie Linscott, Pat Paul, Paula Simcoe, Richard Bannon, Viviane Faye

Apologies:

Anne Stanley, Kath Budd, Louise Poulter, Rosemarie Cooke

1. *Previous minutes*

Previous minutes were agreed.

2. *Stewardship*

The pastoral area has set up a Stewardship team, on which we are represented by Carole. This team is currently undergoing training, and the idea is that each member of the team will eventually set up a stewardship team in their own community.

Some of us were unclear about what "stewardship" is, and Dcn Dave explained that is about enabling everybody to use their skills to be good disciples.

3. *Socials*

Viviane proposed some kind of joint social with Yateley, preferably on a regular basis. St Swithun's has the Parish Centre, which has the benefits of a) a lot of space and b) a bar. The Parish Centre can be booked through the St Swithun's Parish Office.

Fr Dominic will provide us with a list of events at St Swithun's which are currently planned.

John pointed out that socials at Hartley Wintney might be viable. Last year we had two socials, both at the cricket club (which also has a bar). In the past we used to have a very successful parish lunch inside the church itself.

It was agreed that we should not move all our activities to Yateley.

We decided to hold a bring-and-share picnic at St Thomas More church on 21st June. The parish will provide drinks. Viviane will organise it. At this event we will have a raffle, which Pat will organise.

4. *Psalm and Acclamation*

Now that we regularly have 70 or 80 people (or more) at Mass, we sometimes run out of mass books. For reasons which are lost in the mists

of time, we don't have as many mass books for the current period as we do for the other periods.

Because some people don't get a mass book, they are unable to join in the Psalm and the Acclamation. We decided to print the Psalm and the Acclamation in the newsletter for the time being.

Also, we will see if any of the other churches in the pastoral area have any books they can spare.

The problem will disappear at Pentecost, when the current period ends.

5. *Christian Aid week*

There will be a Traidcraft stall at the Wednesday market, an ecumenical service at St John's, and a door-to-door collection. Carole asked for volunteers for street collectors.

6. *Bishop's visit*

The purpose of the visit is to give the Bishop an opportunity to meet the people.

We will have coffee after Mass, organised by Marian and Marie.

Bill will provide a cake, inscribed "Welcome to St Thomas More".

Janine will try to arrange for an organist from Hook.

The First Holy Communion children will read out the bidding prayers. The prayers will be written by Marie and Paula.

June will make an announcement at Mass on the previous two Sundays.

7. *Review of Easter celebrations*

Only about 15 people came to the vigil Mass. Those who did come said they enjoyed it. We decided to hold this service again next year, but this time to give it more publicity.

The service on Good Friday was slightly better attended, with about 25 people. Again, we'll give it more publicity next year.

As she does every year, Carole held a Stations of the Cross service every Sunday afternoon during Lent, but attendance was very poor.

8. *Homily on newsletter and website*

John spoke about the homily section of the newsletter, which is also used on the website. It is rather technical in tone and somewhat hard to read. This is not ideal for the newsletter, and even less so for the website.

Fr Dominic does not write this material: it is purchased.

Fr Dominic offered to send a list of internet links of potential replacements.

Alan accepted the challenge to find some internet links for commentaries on the day's readings which are: Catholic; easy to read; downloadable from the internet; and free.

9. *List of roles*

We went through the list of roles and responsibilities. The list is now:

Good Shepherds chairman	Bill Bishop
Good Shepherds secretary	John Marcotti
Treasurer	Louise Poulter
Parish secretary (dealing with mail, bookings of the church for e.g. baptisms, holder of a diary for church bookings)	Viviane Faye
Church supplies (wine, hosts, candles etc.)	Marie Linscott
Openers, Closers and Counters	June Walsh
Hymn numbers	Carole Johnson
Second collections	Kath Budd
Cleaners	Margaret Jennings
Upkeep of the church	Richard Bannon
Transport	Carole Johnson
Eucharistic ministers	Carole Johnson
Readers	Kath Budd
Garden	Nicky Stevens
Flowers	Carole Johnson
Liturgy	Ruth Hudson
Welcoming and Greeters	Kath Budd
APF boxes	Margaret Jennings
Web site	John Marcotti
Ushers	John Marcotti
CAFOD	Ruth Hudson
Justice and Peace	Janine Kilroy
Christian Aid	Carole Johnson
Representation on NEH PACT	Bill Bishop
Coffee	Carole Johnson
Churches Together	June Walsh, Margaret Jennings
Organist	Janine Kilroy
Cantor	June Walsh
Social	Viviane Faye
Church newsletter	June Walsh
Cabrini Children's Society	Pat Paul
New parishioners	Marian Sandle
Gift Aid	Jonathan Plumtree

There was some discussion about some of the roles:

- Viviane, as parish secretary, will hold a diary to record bookings of the church
- Fr Dominic asked us to get more people involved as readers, especially children and young people. We could consider approaching them direct
- The purpose of the "Liturgy" role is to liaise with the priest in organising the services.

10. *Sacred vessels*

Fr Dominic says we need two new chalices and one new ciborium. The chalices we have are too small. An estimated cost is £100-£150 per chalice and £100-£200 for the ciborium.

It was suggested that some parishioners might have gold or silver jewellery they no longer need and would be prepared to donate. This would bring down the cost.

One of our parishioners is a jeweller who has supplied chalices for other churches. This person has offered to make the required vessels for us at cost price. Dcn Dave will get a quote.

John reported that a parishioner had offered to make up any shortfall in funding i.e. we should continue to invite contributions, but if the amount we raise is insufficient, this parishioner would pay the balance.

11. *Treasurer's report*

There was no time to present this at the meeting but here is the treasurer's report, as provided by Louise:

- ❖ I spent an afternoon with John Eden (Treasurer at St Swithun's) and he took me through the main tasks I need to undertake and he has been very helpful answering all of my questions. Using the template that John has already set up on Microsoft Money to record transactions I have started to use this to log all receipts/outgoings of St Thomas More.
- ❖ I have advised a number of places of a change of address for correspondence i.e. Lloyds bank, Diocese finance office, Southern Electric, CAF and South East Water. I imagine that I will continue to do this as new correspondence arrives.
- ❖ I have set up a standing order in relation to the monthly payment to St Swithun's so that we do not have to do a cheque each month.
- ❖ The votive candles was emptied in March and I have provided a new lock.
- ❖ Apart from the above the regular weekly activities continue e.g. paying in the collection to the bank, paying any invoices i.e. candles and forwarding payment in relation to second collections.

It was suggested we should have a quarterly financial update for the parish. This might take the form of an entry in the newsletter, or a separate document, or an item on the notice board, or whatever other form might be considered appropriate.

12. *Donation from Elvetham Charities*

We have received a cheque for £200 from Elvetham Charities in memory of Geoff Jennings. The cheque has been cashed. The charity has indicated that they are happy for Margaret and the church committee to decide on how it should be spent, but they ask that it should be used to help the community of Hartley Wintney.

We discussed how the money should be used, and decided to use it to buy a new lectern.

13. *Miscellaneous*

June and Fr Dominic are working on a template for a new-look newsletter.
Welcoming new parishioners
Consider using gift aid envelopes on the pews

Fr Dominic would like a lapel microphone. We used to have one but think it might have gone to Hook when the LPA structure started. Maybe it even belonged to Hook in the first place. We will ask Fr Danny at Hook about the microphone.

The discussions about lecterns and microphones highlighted the fact that we don't actually know what items we own. Richard will produce an inventory of what items belong to the parish.

Richard will arrange for a new lock for the church. We can get keys cut for whoever needs them but we must keep a record of who has them.

The altar light should be left on all the time. We can't do that with the present holder because it is plastic. We will get hold of a new glass holder.

As at the date of the meeting, the electrical survey was to be done later that week.

Some floor tiles have lifted and will be re-laid. There is a crack in the floor which might need to be surveyed.

14. *Next meeting*

The next meeting will be on Tuesday 2nd June at 7.30 pm.