**MINUTES OF FINANCE COMMITTEE MEETING**

**Held on Tuesday 25 October 2016 at St Joseph’s Church at 7pm**

1. **Prayer and formation:** The framework for collaboration by Bishop Philip, our task is to provide any resources necessary for the teams to help them do well.
2. **Welcome & Introductions:** Fr Danny McAvoy, Peter Hancock (Chair), Liz Fisher, Catherine Collery, David Howes
3. **Apologies for Absence:** Steve Scott, Ian McDougal, David Kettle, Bernard Oneill
4. **Absent:** Bernadette Fisher, Ozohuk Adoh
5. **Minutes of last meeting held 28 June 2016**
6. **Matters arising from last Minutes:**

**Boiler** replaced, £28K, all working well except for two radiators that need tweaking. We have a separate heating boiler in the hall that needs repair. Climate Solutions advised ***2 boilers that would be used alternatively, thermos controls on rads in the church.*** Boilers are both coming on. There is a speed control on the rad fans, (the work on 03.11.16 was read out to the committee.

**Disabled toilet**: Was crucial for the recent Muscular Dystrophy event in the hall.

**Car Park**: GCD quoted for the unmonitored side of the car park and front of the church. Ability for 4 cameras but need 5. The down bollard problems explained to the committee. The new cameras were discussed, we are illegally remiss with lack of CCTV signs, these to be sourced and installed and may act as a deterrent for bad behaviour in the car park.

**Planning application for new steps**, confirmation from BFBC Planning Dept that we are in the 6 week planning stage where it is now public. Problems regarding church emptying en-masse after 10.30am, advise suggested from Fire Officer re: evacuation. Architect to be consulted regarding the issue of crowd exit danger after Masses.

**Bookkeeping**: David Howes has done a fantastic job with the bookkeeping.

**New Dementia Friendly mats**: needed for the porch and major exits and entrances.

1. **Update on issues since last Meeting:**

**Payment for Nikolas’s physiotherapy**

Chair advised that the physiotherapy fee has been paid.

**Establishment of fund for families with disabilities**

The Parish has paid for the weekly treatment £1200/annum, school is paying for hydrotherapy. Private therapist provided by Muscular Dystrophy group which will reduce the treatment cost. The meeting were advised that the code of Cannon Law is the care of the poor, formation and education, upkeep of the church, and support of the clergy.

Should be an ordinary expense of the parish, the youth group are keep to carry on fundraising. The meeting was advised that our expenditure is overtaking the income.

**Planning application – SMC Site**

Letter to BFBC asking to start process of removing the covenant especially after the Traveller site break-in. The covenant is now owned by Bracknell Forest Homes who are the beneficiary of the covenant. This is ongoing.

**Health & Safety Report**

Car park only has capacity for 41 car spaces with no exception. The Children’s Liturgy group have huge problemswithtoo many children and adults who should not be at this group as it is for children past toddler stage up to FHC, especially 10.30 Mass. Children’s’ Liturgy to close and re-group to access hall legal capacity and how to manage/monitor the sessions. Car park is excessive beyond legal capacity especially the 10.30am Mass, especially for attendance of emergency services. This was discussed and suggested that Fr Danny announce at all Masses for couple of weeks that the “in” gates will be closed at 10am or as soon as the legal car park capacity is reached and that free parking at Princess Square. Item to be placed in the newsletter corresponding to Fr Danny’s announcements and a notice placed on the gates before Mass indicating closure. Will need a person at the “in” gate to close when capacity is reached. Alternative parking to be sourced and advised at Masses with regard to the Saturday 6pm and Sunday 8.30am Masses.

**Annual Return**

Due end of October, details are in progress ready to complete the Diocesan return form.

**Purchase of house for refugee family**

A family from Syria, BFBC will pay first 5 years rent, fundraising to keep going for 10 years. This needed to be considered. BFBC have decided to go down the route of letting, they are trying to find an altruistic landlord to rent property to BFBC who have an obligation to provide this support. Interfaith and Interchurch are together in finding a solution within the rental market. This was discussed.

**Quinquennial report**

Report received 11 months ago, review of whole site with many points advised, all urgent items dealt with.

1. **AOB:** None
2. **Date of next meeting: Tuesday 29 November 2016, 7.00pm**
3. **Closing Prayer**