**MINUTES OF FINANCE COMMITTEE MEETING**

**Held on Tuesday 31 January 2017 at St Joseph’s Church at 7pm**

1. **Prayer and formation:**
2. **Welcome & Introductions:** Fr Danny McAvoy, Peter Hancock (Chair), Liz Fisher, Catherine Collery, Steve Scott, David Kettle.
3. **Apologies for Absence:** David Howes, Ian McDougal, Bernadette Fisher, Ozohuk Adoh
4. **Absent:**  Bernard Oneill
5. **Minutes of last meeting held 29 November 2017**

Dominated by annual return.

1. **Matters Arising –**

Accounts for the shop still to be filed. Stock slowly reducing. It is proposed to close the shop account, all funds to be booked into the bank along with all other incomes,ie, candles, etc.

**SITE ISSUES:**

Email from Alistair Lloyd, Architect, still waiting for planning application to be approved by Council, posted with the council two months ago.

Email circulated from Mark Czoch initial view on the SMC planning, 20 town houses with off-road parking. Bracknell Homes own the negative covenant, they have to withdraw this, percentage of the difference between what it’s worth now compared to what it will be worth with housing planning. This was discussed. There will be a 6 week wait for the plans to be approved.

**HEALTH AND SAFETY**

Deacon Stephen Short, who carried out a site visit has still not yet sent his report. A Health and Safety Committee is being set up who will do regular tours of the site, ie, fire and trip hazards, compliance, etc. Fr Danny to contact Deacon Short for his report, attention must be paid to water assessment re: legionnaire’s disease and water temperatures. Food Safety and Hygiene certification was discussed for those dealing with food on the premises. We must insist that training and certification is completed and filed with the parish office.

**DBS:** Training needs to be organised for all volunteers. This was discussed.

 **7 ANY OTHER BUSINESS**

There is an **i**nadequacy in the offerings which need to increase, it was suggested that this

 is addressed at the 3 masses at the beginning of Lent, encourage gift aid, etc.

 Issue raised at the PPC Steering Group regarding the Lenten Project, Knights of the Holy

 Sepulchre suggested to support them with their work with Syrian refugees, in Jordan.

 One of their speakers to be invited to speak at all Masses weekend before Ash

 Wednesday. The Committee were advised that they received the diocese crib collection

 2016. It was also suggested to have the Medaille Trust as a Lenten Project, they will be

 speaking at the PPC Meeting. Need to plan for a little team to basket handle at all the

 Masses for gift aid envelopes and collections.

1. **Date of next meeting: Tuesday 28 February 2017, 7.00pm**