**Minutes of St Cuthbert's Parish Pastoral Council Meeting**

23rd March 2017

 **1.** The meeting opened with prayer.

**Present:** Fr Andrew Downie, Cliona Kear, John Marsland, Alison Purvis, David Hughes, Andy Doyle, Margaret Doyle, Phoebe Sowerby, John Dent

**2. Apologies:** None

**3. Setting up the PPC: David Hughes elected as Chairman, Margaret Doyle as Deputy Chairman and Cliona Kear as Secretary. There will be three elected members from the Parish and ideally one from the local school. All of these will be for a three year term. Elections for these will be at the Assembly in May which is also the AGM. People will be encouraged to stand. What are the skills needed? Anyone present can vote at the Assembly with nominations to be given to Cliona Kear 2 weeks before before the meeting, and information on those standing on the noticeboard the weekend before the meeting.**

**4. Financial Report:** Current Account £28,574, Deposit Account £44,873. Recent expenditure - £6k wages for Parish staff (repaid by Diocese), £6,8k Annual Diocesan Levy, £3k for the wooden units in the Porch, £2,300 to Orb Electrics and £2,400 to reimburse Consett for Fr Andrew’s costs. Gil Bolton has furnished the Finance Council with full expected costings for the next five years. John Marsland will pursue the Jan Rhodes memorial lectern.

**5. Forward Together in Hope – Area Partnership:**

**There are nine Parishes and eleven Churches in our Area Partnership. This has been accepted by the Bishop. Members from these Parishes attended the Burns Supper Quiz night and the St Patrick’s Day Mass at St Patrick’s Church in Langley Moor.**

 **Further information on how to set up the Area Council should be available before Easter. No need to rush into setting up the Area Council. Parish Reps. and Clergy to share information re the questionnaires at a meeting in St Leonard’s on 27th April. Need to get to know other Churches. . Margaret Doyle has done all the meetings so far and the PPC confirmed that they are happy for her to continue! How do PPC meetings fit in? How should it be set up? Who should report back to Parish? Where does the Chaplaincy fit in? The strength of young people is a real asset. The Partnership Council will probably consist of the clergy plus one or two reps. from each Parish. The meeting agreed that the PPC is the appropriate group to review the proposed arrangements on behalf of the parish.**

**6. Forward Together in Hope – Parish Pastoral Plan:**

**The Action Plan contains 86 actions – some of which have already been actioned. Various groups to take forward ideas:**

* **Margaret will take forward recommendations relating to neighbouring parishes as part of the Area Partnership work.**
* **Margaret and Phoebe will take forward the recommendations relating to young people, with Mandy Hampshire.**
* **Margaret, John D. and Fr. Andrew will take forward the Chaplaincy recommendations, meeting with the Cathsoc committee at the beginning of the new term.**
* **Andy will review the recommendations relating to making talks available to a wider audience.**

**Photographs and a short biography of PPC members to be placed on the Notice Board in the Porch. Phoebe Sowerby will take the photo and bios to be sent to Margaret.**

**The meeting noted that action 63 aimed to extend the opening hours of the church, but we have recently reduced the hours, and work continues to increase the number of stewards.**

**7. What Happens Next?**

**David Hughes will precis the Minutes taken by Cliona Kear before they are placed on the website. Cliona Kear will keep a record of the members of the PPC and Committees – when they are elected and when their term of office is coming to an end (three months beforehand). Cliona will also prepare the Agenda for the Assembly in consultation with Fr Andrew and Margaret Doyle.**

**Open meetings: Updates will be included on the agenda for the Assembly - Brief reports, and any questions. The first item at the May AGM will be Margaret Doyle explaining the new format etc., followed by elections to the PPC, and the third item will be the Finance Report. Cathsoc is going well – 20 at the Ampleforth Retreat, DUECC is up and running again. New Friday evening meetings are popular and Cathsoc is very strong at the moment.**

**8. A.O.B. None**

**9. Date of next meeting:** 8th June 2017 at 7.00 p.m. in the Parish Room.

**10.** The meeting closed with prayer.

The PPC will meet quarterly and the Assembly in May (AGM) and November – 6 meetings in total.