

THE CATHOLIC PARISH OF HASTINGS (CPH)
FINANCE & ADMINISTRATION MEETING at 7pm Tuesday 8th February, 2022

Present: Brian Kelly (chair), Vipin Thomas, Jean-Ann Fergusson, Fr Anthony Htun, Alan Stanley, Lee Pepping (minute taker)

Apologies: Nil

Fr Anthony/Jean-Ann

Opening prayer: Fr Anthony led the Parish prayer.

Minutes of the October 2021 meeting: circulated, read and confirmed

Vipin/Fr Anthony

Matters arising from the minutes of the previous meeting:

- St Joseph's School fence has been funded by the school via PN Diocese.
- Social function planned for the end of 2021 was cancelled.

Vipin/Fr Anthony

Finance:

- Income is significantly lower over the past four months compared previous year.
- Rents have been increased. These are helping with the financial management.
- Sunday collections are down for both cash and envelopes due to Covid 19.
- Administration costs have risen.
- Office staff will place a notice in the newsletter suggesting parishioners consider pledging their contributions. Collection baskets will be made more visible, especially at Sacred Heart. Enquiries will be made about the use of an Eftpos at Masses.
- Collections are down throughout the Diocese.
- Jean-Ann was recently contacted Hastings District Council who is looking for a community meeting place. It may be a possibility to offer the Mission Centre. Jean-Ann will make further enquiries.

Fr Anthony/Vipin

Correspondence:

- Received from Richard Jennings, requesting an annual subscription for the Magnificat magazine for Morning Prayer.

Fr Anthony/Jean-Ann

General Business:

- **Pastoral care** – Fr Anthony, Fr Trung and Jean-Ann will ring parishioners who appear not to be attending Masses.
- The SPC hall needs re-painting. Heaps Painters has provided a quote of \$5,000.00. CPH will purchase the paint. There will be a wait for this work to commence. The toilets will be painted separately by Fr Marcus.
- Fr Marcus has donated a large TV for the SPC hall.
- OLOL heating – documents including quotes have been discussed. Jean-Ann will enquire with a parishioner about providing a quote for equipment and labour.
- Donations are received if the hall is used for private functions.
- SPC storm-water – needs attention. Vipin suggested applying for funding from ECT. Brian will continue to work on a solution.
- SH toilets are leaking – Alan is checking these and making repairs as required.
- SH storage shed – documents need culling – Jean-Ann will look into this. Any surplus furniture/equipment can be given away.
- SH day chapel - loose paper of the internal wall is the result of a repaired leak. Repairs are on hold.
- School attendance fees – there is a bit of confusion of the process. Jean-Ann and Fr Anthony will follow the recommendations from the Diocese.
- Fr Anthony suggested Fr Trung attending the Finance Committee Meetings to gain knowledge and experience on financial matters. Approved. A letter of invitation will be sent to Fr Trung.
- The Finance Committee will now be scheduled for every two months. If required, meetings can be held via Zoom.

Fr Anthony/Jean-An

Fr Anthony/Alan

**Meeting closed at 8.20pm Alan closed with a prayer.
Next meeting: 7pm Tuesday 12th April, 2022.
Note: There will be no meeting in March 2022.**