

THE CATHOLIC PARISH OF HASTINGS (CPH)
FINANCE & ADMINISTRATION MEETING at 7pm Tuesday 12th October, 2021

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

Apologies: Alan Stanley

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:

- SH security – new system is working efficiently – no call outs.
- H & S report – the storage room in SH has been tidied.
Query whether SH tiles have been repaired.
Emergency/evacuation sign and requirements have been sorted.
- Leadership Team has been disbanded and the Parish Pastoral Council is being rebuilt.
- Statue of Mary at Sacred Heart has been moved back to its original position.
- Don has resumed work at SH – Trish Sharp is assisting with the gardens.
- Jean-Ann is arranging the regular cleaning of the Mission Centre.

Vipin/Fr Anthony

Finance:

- Reports circulated.
- Income is behind on last year due to COVID 19
- CPH received Government wage subsidy and administration grant.
- Planned Giving appeal will be cancelled due to COVID 19 lockdowns and disruptions.
- Gifting pledge form – Vipin and Jean-Ann investigating the use of an online form.

Fr Anthony/Vipin

Correspondence:

- Health & Safety report for SPC church and hall received – see response in General Business.

General Business:

- A Management/Leadership Team for the Parish has been established and will meet once a month.
- Health & Safety requirements – there are numerous requirements at SPC church and hall. Vipin will make enquiries within the Indian community and what tasks they may be able to achieve. Work will progress on ensuring all the recommendations are addressed.
- St Joseph's School has requested part payment from CPH for a section of the shared fence. Will wait until quotes are presented.
- Planned Giving – as discussed in the Finance section.
- Government wage subsidy – as discussed in Finance section.
- Parish App – this is being very well used with increased use as a result of the online Mass booking system. Scripture readings are now available on the App.
- An end of year social function will be arranged in consultation with PPC and Liturgy Committee.
- CPH office will close from Thursday 23rd December for two weeks until Monday 10th January 2022.

Fr Anthony/Alan

Meeting closed at 8.05pm with a prayer by Fr Anthony

Next meeting: 7pm Tuesday 9th November, 2021.

Note: There will be no meeting in December 2021.