

**THE CATHOLIC PARISH OF HASTINGS (CPH)**  
**FINANCE & ADMINISTRATION MEETING at 7pm Tuesday 13<sup>th</sup> August, 2024**

**Present:** Brian Kelly (chair), Fr Marcus, Jean-Ann Fergusson, Mark Sullivan, Alan Stanley, Lee Pepping (minute taker).

**Apologies:** Fr Vijay, Vipin Thomas

**Opening prayer:** Alan led the committee with the Parish prayer.

**Minutes of the June 11th, 2024 meeting:** circulated, read and confirmed.

*Jean-Ann/Mark*

**Matters arising from the minutes of the previous meeting:**

- Church signs – Alan has had no response from sign-writer. Brian will follow-up
- Planned giving – there will be a presentation based on new system to be used (discussed in Finance)
- HMS – security system is working well now. Brian will request a rebate covering the period of issues.
- Aubert Centre – a rates rebate will be provided - \$134 per quarter.
- Tree management – OLOL and SH are happy with the work done.
- SPC garden shed break-in – doesn't qualify for insurance
- OLOL presbytery – discussion took place about its future. There are no covenants on any CPH buildings including this presbytery. Mark will draw up a concept plan and Fr Marcus will meet with OLOL parishioners before any decisions are made.
- Immaculate Conception, Pakipaki – heaters are now working well.
- Pakipaki presbytery accommodation – could generate a Licence to Occupy. Consider occupiers contributing to repairs/maintenance. No further progress on land usage.
- Mary of the Crossroads – no further progress or communication.
- Communion wafers – Fr Vijay will continue to explore the option of purchasing a machine to make wafers.
- SH – repairs have been completed in the day chapel. Waiting for 2<sup>nd</sup> quote from Maurice Heaps. When the outside painting is done, it is preferable for the crosses to stand out from the building.

*Alan/Mark*

**Finance:**

- Financial documents have been circulated. Discussion followed.
- There is a surplus in the year to date finances.
- Electronic Eft Pos Tap & Go system.  
Able to have a 3 month trial and costs seem acceptable.  
A decision needs to be made where to place it in the foyer and what information to provide to assist parishioners to use it.
- Planned give presentation – discussion followed around the timing of a presentation. A focus in the presentation will be about the use of the tap & go machine and the annual costs to the parish.
- Royal Commission on Abuse in Care – there will be a responsibility to contribute to compensation requests.

*Alan/Fr*

*Marcus*

**Correspondence:**

- Nil

**General**

- Fr Marcus has received a request from Friends of Madonna Maria to advertise in CPH weekly newsletter for financial donations. This was agreed to. Fr Marcus will collate a notice.
- CPH office – a new person has been employed for 20 hours per week initially for 3 months. The purpose is to upskill in various office responsibilities to provide cover for the present employees.
- A request will be given to the gardener to ensure the garden soil is not against the office building.

*Jean-Ann/Brian*

**Meeting closed at 8.20pm**

**Next meeting: 7pm Tuesday 8<sup>th</sup> October, 2024.**