



Sacred Heart Church

Parish of The Sacred Heart, Flitwick

Minutes of a Meeting of the Parish Management Group
Thursday, 8th May 2014

Present

Canon Denis	Eamonn Diver
Maggie Dullaghan	John Flanagan
John Fletcher	Christopher McMellon
Nicky Paterson	Deacon Philip Pugh
Suzanne Yates	

Apologies

Helen Burgess	
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Agenda Item	Discussion/Decision	Action
1.	Fr. Denis opened the meeting with a prayer.	
2.	Apologies – as above	
3.	Minutes were passed and agreed that they would be published on website.	
4.	<p>Matters Arising</p> <ul style="list-style-type: none"> JFle has developed the monthly safety check list and this has been done for April It will now be done monthly Need an inventory of electrical goods that are tested, as these seem to change often Need to ensure kettles and urn are emptied after each use The social media course MD was looking to attend was not suitable 	<ul style="list-style-type: none"> SY to make sign
5.	<p>Standing Items</p> <p>(i) Health and Safety</p> <ul style="list-style-type: none"> There was no other issues to report except as in Matters Arising Some discussion re candles and double stacking etc., but no solution was found <p>(ii) Safeguarding</p> <p>JFla and DPP reported</p> <ul style="list-style-type: none"> CD mentioned that there were very strict guidelines for anyone organising a group where children were involved DPP presented a draft form that includes code of 	

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	<p>practice and booking form for groups; this still needs some filling out</p> <p>(iii) Pastoral Area Council DPP reported</p> <ul style="list-style-type: none"> • The group meet on 10th April and are preparing a document to go to Bishop Peter in June • The next meeting on 19th June when the document will be finalised • On 29th September the PAC is organising a day for young people in the area – it will be held in Leighton Buzzard • Tony Falcon, one of the PAC candidates for the diaconate, with be ordained on 28th June at Leighton Buzzard <p>(iv) Finance DPP reported</p> <ul style="list-style-type: none"> • Nothing tabled 	
6.	<p>Social Activities</p> <ul style="list-style-type: none"> • Sedar Meal as great success • As Shefford is joining us for confirmation this year there will be no parish BBQ on that day – 17th July • Need to organise a parish dinner – looking for a deal at Dog and Badger, The Bell in early autumn 	<ul style="list-style-type: none"> • MB to be asked to look into feasibility of this
7.	<p>Social Media MD reported</p> <ul style="list-style-type: none"> • Over Easter we had 548 people look at our Facebook page • 133 people engaged and more people are starting to engage • 63 likes • Someone commented about our parking situation so we need to reply to this and develop some sort of statement for parking <ul style="list-style-type: none"> • CD mentioned Live Church Broadcast on Google 	<ul style="list-style-type: none"> • MD to reply to this person to say what we are doing • SY to add the statement to the newsletter, regularly
8.	<p>Report of Working Group</p> <ul style="list-style-type: none"> • The presentation has now been moved to archives on website • Open evenings were not well attended but the information gathered has been collated • The next stage is for the working party to meet again soon look at the information and decide what to do next • DPP handed out summary of data 	

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9.	Next meeting Thursday 10 th May 2014 – at 7.30 Please send apologies to SY if you are unable to attend – CM will be away	
10.	Dates 2014 Thursday 11 th September Thursday 13 th November	
11.	AOB <ul style="list-style-type: none"> • Bike and Hike – CD <ul style="list-style-type: none"> – This will be held on 13th September – Goes in the newsletter in August – Need welcomers and people to offer water etc. – Rota to be developed when we have final details • What needs to be done in the church with TiF money – JFla <ul style="list-style-type: none"> – More discussion re the list JFla had put together – Investment in training does not need to come out of TiF money, as the diocese has a section in their TiF money for this – TiF money raised in the parish can only be committed and spent under the auspices of the Diocesan Stewardship Committee and can only be used on what we said when this was first started and other capital items – Decided that the list should be arranged in categories and then prioritised – Discussion about what goes in the newsletter each week re finance as we are falling short by about £80.00 each week. Suggested that we put in what we received and what we need. Need to include money made from standing orders as well. This need to be evened out and looked at as a weekly amount – CD to make an appeal re increasing donations • Church Access Code – SY <ul style="list-style-type: none"> – This to change on 12th May – Add MD to list • Centenary of World War I – CD <ul style="list-style-type: none"> – There will be a cycle, walk, motorbike activity organised by Royal British Legion on 17th August. It will visit local memorials 	<ul style="list-style-type: none"> • SY to put note in newsletter • DPP to look at list and see what could be included under TiF money
12.	The meeting closed with prayers led by DPP	