

Parishioners' Open Meeting
21 May 2024, 7.30pm in the Parish Room and online

PRESENT: 16 in the room and 7 online

APOLOGIES: Ciarán Ward, Christine Knight, Mary Jane O'Sullivan, Ronald Haynes

1. General Parish News

Bishop Peter will visit the Parish and celebrate Confirmation Mass on 9 July

The Chair thanked everyone who participated in the Easter season liturgies and events, especially to those who were involved with work with young people. Nora Darby added that there had been plenty of people volunteering to read at the various services.

Fr Simon talked about what would be the best option for developing a Catholic church presence near Northstowe. He thought that the Mass centre at Bar Hill might be the nearest and best option, but the question of who in the Deanery would take this on has yet to be answered. St Laurence's Church is nearest geographically, but with one priest it would be difficult to cover both sites. It may be that the Diocese will appoint someone to say Mass for this congregation.

2. PPC arrangements

The PPC constitution has been available to read and consult on for a number of weeks and the Chair noted that one change had been requested to the wording in the Comms and Outreach core group description, which should read 'promote links' rather than 'consider links'.

As there were the required minimum of 10 people present to reach Quorum, the Chair asked for a show of hands for or against the new constitution. There was one vote against, one abstention, all others in favour – the new constitution was adopted.

With the PPC constitution voted in, there were a handful of changes necessary to the POM constitution, including that the Chair and Secretary of the POM would also hold these positions in the POMs, an adjustment to the frequency of POM meetings and clarifying the relationship between the two bodies.

The Meeting unanimously voted in favour of the changes to the POM constitution.

The Chair then summarised the events of the pre-PPC meeting and listed the members (see below) who had volunteered or been nominated. At the first official meeting of the PPC, the office roles (Chair, Vice Chair, Secretary) will be filled. He requested that anyone who was interested in filling particular roles to put their names forward in advance of the meeting on 2nd July.

Initial PPC members:

- Fr Simon (Parish Priest)
- Geoff Cook (Deacon)
- Ciaran Ward (SVP & Finance Ctte rep)
- Edward Acton (Office core team coordinator)
- Guillaume Henniquin
- Helena Judd (Social core team coordinator)
- Jim O'Sullivan (Safeguarding rep, Finance Committee rep)
- Leonie Issacson
- Margaret Martin
- May Agustin
- Michanne Hayes-Prempah
- Nora Darby
- Roberta Canning (Liturgy, education, and faith sharing core team coordinator)
- Ronald Haynes (Communications and outreach core team coordinator)
- Sarah Sykes (Acting Secretary)
- Stephen Warde (Buildings & Grounds core team coordinator, Acting Chair)

3. Annual Finance Report

Treasurer, Riq Willetts, gave a summary of the Parish finances. See the [accompanying slides](#). Income was £168,810 for the calendar year, and outgoings £143,116. Fr Simon remind the Meeting that 38% of our general offering income currently goes directly to the Diocese. We thus had a surplus of around £25,000 in 2023.

The assets on our balance sheet are very healthy and had grown with surpluses over the last couple of years to around £300,000. This can support a programme that draws on these reserves to make essential capital investments in buildings and infrastructure, without impacting day-to-day income and spending. The planned programme totals around £116,000. In recent months, we have paid for one major item on that programme – the newly installed heating system. This has reduced our balance sheet to around £250,000. The next major item will be work on the roof for the parish rooms.

The annual budget for the parish, excluding these major capital items, was drawn up by James Dore on behalf of the Finance Team. The budget was relatively conservative and aims for balanced income and expenditure of around £150,000. Riq reported that Offertory monies are 11% ahead of the budget so far this year. Steve explained that staff salaries have been budgeted to include the employment of a Pastoral Assistant, should we receive permission to go ahead. The Chair offered thanks to Riq and the Finance Group for their ongoing work and the provision of the financial summary.

ST LAURENCE'S, CAMBRIDGE
BUDGET YEAR ENDING 31 DECEMBER 2024

NOTE	GENERAL RECEIPTS	BUDGET 2024	Actual to 31 March	NOTE	GENERAL PAYMENTS	BUDGET 2024	Actual to 31 March
	Offeritory						
	Offeritory	55,000	17,407		Church/Hall Maint/Repairs/cleaning	10,000	12,666
	Gift Aid	55,000	13,237		House Maint/Repairs	7,500	816
	Donations	500	-		Council Tax	3,200	331
					Gas/Electric/Water	14,000	3,985
					Other property	1,000	129
	Legacies				Priests Salary & NI	11,000	4,682
	Diocesan Grants				Priests Housekeeping	4,500	780
	Other Grants				Priests Car Expenses	2,500	3
	Interest Received from Diocese	10,000			Deacons Hon/Car Expenses	500	99
	Rents	5,000	2,175	1	Staff Salaries	27,000	2,893
	Sale of Assets				Newsletter/Postage/Stationary	5,000	447
	Fund Raising				Telephone	1,750	479
					Other administration costs	1,500	149
	Repository, Newspapers/Magazines	1,000	83		Repository/Newspapers/Magazines	750	
	Candles/Flowers	2,400	489		Candles/Flowers	1,000	290
	Pilgrimages/Outings	1,500	870		Pilgrimages/Outings	2,500	392
	Mass Stipends	3,200	1,080		Mass Stipends	500	
	Stole Fees	5,000	987		Donations	1,000	
	Catechists			3	Other	3,000	5,463
	Other Receipts	100			Liturgical	8,000	1,146
	DIT Distribution & Interest	400		2	AIF payment to SVP	5,000	1,000
	Gift Aid from Diocesan account (includes school)	12,000			Diocesan levies	39,000	
	Foundation Mass stipends	150			Insurance premium	2,000	
	AIF Parish drawdown into our Diocesan account	2,000			NCF Levy	1,000	
	SUB TOTAL	153,250	36,328		SUB TOTAL	153,200	35,750

4. Proposal for a project to work with couples in the Parish (Paolo Mannu)

Paolo has been involved with the Cana programme for a number of years. He and his wife Una would like to run the programme in the Parish starting late September. He briefly ran through the origins of the programme, with its objective to deepen the vocations of marriage and family life. There will be 9 meetings throughout the (academic) year, plus a retreat (with childcare provided). The programme is open to all couples young and old, with or without children. It is important to note that this is not a counselling platform for marriages in difficulty. The vision of the programme is to see couples, in their church and social groups, supporting each other through *Cana Welcome*, in the the concrete day to day challenges of couple life and how God can bless and enrich the relationship. The meeting supported Paolo in planning to begin introducing the programme.

5. Brief updates from Core Teams

Liturgy, education and faith sharing (Roberta Canning)

The group plan to run an afternoon get together of those engaged in church ministries on 22nd June from 2-4pm. There will be an opportunity to reflect on ministry and mission in the life of the parish, plus Fr Simon will provide some input on the new Liturgy being released this autumn. The afternoon will take place in the church with activities for

children in the Parish Room. Although the afternoon is aimed at those involved with ministries, it will be open to anyone to attend.

Communication and Outreach (Steve Warde)

The group has been focussing on two priorities: 1. an overhaul of the website, updating its look and feel. Some content has recently been updated. It's planned that news items be update roughly monthly on the home page. If anyone wants any of the information updated or changed on the website, then please get in touch with this group.

2. Outreach audit of the areas and villages that the Parish covers. We plan to draw up a list of 'churches together' groups in our parish, along with places that broadcast information into the communities within our parish (ie newsletters, libraries) and then set up ways we can publicise the parish in these communities. We may arrange to have a named point of contact for each area.

Social (Helena)

There are two social occasions being planned this summer. On 13th July: 'The Chase' Quiz Night and 10th August St Laurence's Feast Day.

Office and Staff Support (Edward Acton)

This group of 5 people aim to support the parish priest in the management and support in the Parish Office. They plan to set objectives and set up appraisal systems.

Buildings and grounds (Steve Warde)

Heating: the new heating system installation is now complete. The old vents in the brickwork are yet to be bricked up, but this will be done in due course when other brickwork is being done. Some trunking is also to be added. Thanks were given to Jim O'Sullivan who coordinated this project.

Roof and velux windows: The next project in the pipeline is the replacement of velux window in the roof covering the office, library and sacristy, and waterproofing the roof. This project is being led by Christine Knight.

Garden and grounds – Nikki Searle is taking the lead on organising the tidying up of the grounds and garden. Thanks were noted for the removal of the ivy and weeds so far. Garden action days are planned for 15th and 22nd June. A skip has been ordered, and volunteers to help are very welcome.

6. Other Parish groups

SVP (Ciarán Ward)

The bank holiday lunch event was very much appreciated by all those who attended. There was a full house with 40 people sitting down to eat. The food was a wonderful 3 course lunch. Coming up is a visit to Coton Orchard/Garden Centre and the Walsingham Pilgrimage in July.

CAFOD (Jeanette Milbourn/Nora Darby)

At the request of CAFOD area coordinator, Jane Crone, there will be a Sudan Crisis collection in church in a couple of weeks. There are currently 17 million people under threat of starvation in Sudan and CAFOD are working on the ground to counteract this.

CHILDREN'S LITURGY (Leonie Isaacson)

The Pentecost Activity afternoon was very successful. About 40 children attended. They created a poster for Mass, made headbands with attached flames, and windmill to be blown by the wind of the Spirit, and lit a brazier for the Fire of the Spirit. A Pentecost song was learned for the church Masses. Plenty of cake was consumed. Many thanks and congratulations to all who organised and helped with this event.

7. AOB

Denise Walters asked that coordinating visits and taking Communion to the sick and housebound be more formally organised. At the moment, SVP and Fr Simon usually coordinate visits for the week between them, but a more pro-active effort is needed to make it easier for people who need to receive Holy Communion know how and who to contact/ask. And, for those who take Communion to parishioners on a regular basis, cover is needed if they are away or sick or unable for other reasons to do this on any given week.

ACTION

- Check if there is information on how to do this on the website. (Comms Core Team)

Newsletter redesign feedback? – there wasn't any definite feedback, but it was felt that the redesign was generally well received. Thanks to Sarah Sykes for the basic design, and to Reece for implementing it.