

# MINUTES OF THE PARISH ASSEMBLY

JUNE 21<sup>ST</sup> 2012

**Present** – 18 Parishioners including the following members of the PPC – Fr James, Melanie Hollinshead [Chair]  
Deacon Duncan, Dorothy Whitehouse, Paul Ives, Andy Smith, Davnet Barker [Secretary]

**Apologies** – Susan Asher, Mary Morgan, Maggie Keeling

The Assembly was preceded by wine and nibbles

1. **Opening / Closing Prayer [Fr James]**
2. **Welcome from Chairman**
3. **Individual introductions from all present**
4. **Presentation of Annual Group Reports 2011/2012 / time given to read them / surplus left at back of church.**
5. **Matters arising from Reports –**
  - [a]-**Finance Report-[DW]**-The Box receives £1500 yearly from Youth Fund  
Parish annual charitable giving to be raised to 12.5%  
Income/expenditure statement showed bequest of £10,000 in 2011  
Parish reserve of £85,000  
Car park resurfacing to be completed 2013
  - [Fr J]-Endeavouring to keep retiring collections to minimum of 6 per annum  
Donations to diocesan requests given from parish funds not from ParishionersNo other comments re Reports
6. **Matters arising from Parish Assembly 2011 –**
  - [a]-Youth Group- Poor response to form parish group ?due to active group at Brentwood – great work by **Maggie Keeling** acknowledged
  - [b]-Legion of Mary / Parish Magazine in abeyance
  - [c]-Showcasing of Parish activities doubtful - **MH** stressed all groups open / eager for new members  
**DD** felt problem is [i]- Epping is commuter area / people not anxious to come out after work  
[ii]-Parish has many small children / difficulty with baby-sitters  
[iii]-Personal approach should always be tried
7. **Discussion from floor-**
  - [a]-[**SH**]-St John's vibrant church/many activities- could we also organise holiday activities to relieve parents
  - [b]-[**SH**]-Suggestion that we run parish food bank
  - [c]-[**NW**]-Will do research re above and be parish contact [pro tem]
  - [d]-[**PI/DB**]-Will explore need at Norway House, N Weald as part of SVP. Project to be referred to J & P group via **PI**
8. **Input from Fr James 2011 / 2012 –**
  - [a]-Thanked Assembly members for attending-welcomed **DD** back in action / congratulated on his workload.
  - [b]-First Holy Communion included set of triplets and 2 sets of twins
  - [c]-Recruitment shortly for RCIA 2012/2013
  - [d]-No organist/musical director yet – parish relies on **Janet Clemens** who would like to retire  
[**DW**] wondered if we needed music at all Masses
  - [e]-£10,000 legacy left to parish to be used at priest's discretion. A Presidential chair to match altar etc. has been designed by **AS**. Assembly approved the design.
  - [f]-Will be away July 9 until late August – 2 retired priests will provide residential cover
9. **Removal of specific kneelers in church:-**

Suggestion by **MK** who could not be present, that specific kneelers be removed to aid those who find it difficult to kneel. 2-3 will be removed on a 3 month trial with explanatory notice in Newsletter– **MK** to contact **DD** to discuss which kneelers should be removed. **Fr J** would like to know if this is of help.
10. **AOB** – Representatives of groups present thanked
11. **Election of Officers** – All happy to remain in post except Secretary who will remain on PC but who will be succeeded by Debbie Harrison
12. **Date of Next Meeting – Tuesday, September 25<sup>th</sup> 8pm in the Presbytery. All welcome.**