

PARISH OF THE SACRED HEART, ST IVES

**Minutes of the Meeting of the Parish Steering Group held on
Monday, 7th December 2009 at 19.30 in the Presbytery**

Present: Father Paul, Elizabeth Barker, Linda Elsom, Sean O'Farrell, Michael Sanderson, Veronica Boland (Secretary)

Fr Paul led the opening prayers.

1. **Apologies** – Patrick Landucci and Ciara Baker
2. **Minutes of Meeting of 28th September 2009**

These were accepted as a true record.

3. Matters arising

(a) Election of Chairman

Fr Paul explained the duties of the Chairman and after a discussion it was decided that committee members would chair the meetings on a rota basis. Michael volunteered to chair this evening's meeting.

Any committee member can be the representative for the Council of Laity meetings. It does not necessarily have to be the Chairman.

(b) Michael welcomed Sean as the 5 pm Mass representative.

There is still a vacancy for an 8 am Mass representative. Michael will speak with a family who have recently moved into the parish and offered to help.

Action: Michael

(c) Top panel of the door

Fr Paul reported that the Historic Churches Committee has approved the top panel of the porch door after slight adjustment was made to the design. Approval had already been obtained for the other panels depicting the four Evangelists. Instructions have been given to Go Glass to commence the work and the panel should be delivered here the week beginning the 14th December. Patrick will then arrange a convenient time for the work to be carried out.

It has been a very protracted and complicated project involving many different craftsmen, and the Committee thanked Patrick for the extensive work he has done.

Fr Paul reported that the closing of the porch door is still causing problems and several different devices have been tried. The automatic door closer was broken because people tried to close the door against the power of the closer. The porch acts as an 'air lock' and when a heavy vehicle goes past it pulls the door open. A reasonably hefty closure is therefore needed to keep it shut.

Cambridge Lock and Safe recommend fitting a device like a shepherd's crook on the door frame and a piston with a small wheel on the door. The door will shut quite quickly and as soon as the wheel hits the 'shepherd's crook' it slows it down and pulls it shut without slamming. This device has been on order for two to three weeks. Veronica will contact Cambridge Lock and Safe to see what the position is.

Action: Veronica

4. Parish Open Meeting

It was a very useful and well-attended meeting. Notes prepared by Dot Wade are attached.

As a result of the meeting, a small group of parishioners met last Wednesday to see how the suggestions at the meeting can be moved forward. The object is to look at where we want to be - or are likely to be - as a parish in twenty years' time and work our way towards that in five-year stages. This timetable can be tied in with what is happening locally, ie Northstowe and the re-location of Papworth Hospital to the Addenbrooke's site.

The next meeting of the group is in January 2010. The group will report back to the May 2010 open meeting.

In reply to a question from Elizabeth, Fr Paul said that the post of Sacristan has been filled, but that it would be helpful to have a team of four people who would be willing to wash and iron the linen on a rota basis.

5. Any Other Business

(a) Proposed Installation of Photovoltaic Cells on Hall Roof

Fr Paul reported that the Finance and Building Committee has been investigating the possibility of installing photovoltaic cells on the hall roof. As a registered charity 100% of the installation costs could be covered by a government grant. In order to obtain this we had to prepare a 'bid' for a grant for the feasibility study. Further research by Ellen Kemp resulted in finding an organisation which will undertake the feasibility study on our behalf and will fund three-quarters of the costs of that study. The Parish therefore applied for the grant for three-quarters of the cost of the feasibility study, which was approved. Our contribution is £1500. Mr Andrew Roberston, the consultant who is conducting the feasibility study, met with members of the Finance and Building Committee on 1st December when he was given the information he would need to calculate the viability of proceeding further. The following day he emailed to

say that it was an extremely viable proposition. Mr Robertson is now going to prepare the feasibility study document, which will form the basis of the application. The application form goes to two separate bodies that will grant up to 50% of the cost each.

The sycamore tree in the car park would have to be removed as it casts a shadow over the hall roof, which would then reduce the effectiveness of the pv panels.

We also need to show that we have consulted the hall users and parishioners. A short statement asking hall users if they think the project is a good idea can achieve this. A show of hands at Sunday Mass would fulfil this obligation to parishioners.

Mr Robertson will let us have the report shortly after Christmas, so that the application can be prepared before the deadline of April 2010. If we are successful then dependent on the amount of funding awarded, a decision will need to be made as to whether to go ahead. The Parish would have up to eighteen months to decide as the grant does not have to be spent for twelve months after it is awarded. The Parish would have to pay for the planning application and for the removal of the tree. The planning application could run concurrently with the application for funding.

The installation of the pv cells would provide all the electricity for the hall, church and house. Unused electricity is exported back to the National Grid and credit is given, which would offset some of the gas costs.

The Committee unanimously gave its support to the Parish continuing with this project in order to see if the feasibility study is successful and then, if it is, applying for the grant.

(b) Car Park

Michael noted that the car park is muddy and full of puddles.

Fr Paul said that the gravel has been down approximately three years - approximately 40 tonnes are needed. Not only are there puddles on the gravel area but also the tarmac area.

There was a discussion about the causes and solutions to the problem of the unsatisfactory state of the car park.

Fr Paul will seek advice and email committee members.

Action: Fr Paul

The problem of parishioners parking on the road and restricting residents' access to their properties was also discussed. Occasionally a note asking parishioners to park with consideration is put into the newsletter

(c) *Insulation in House*

Fr Paul is looking at improving this when a suitable 'offer' is available.

6. Date of Next Meeting

Monday, 8th February 2010 at 19.30 in the Presbytery - Chaired by Michael.