

ST. PETER'S PARISH PASTORAL COUNCIL
DRAFT MINUTES OF MEETING 16 NOVEMBER 2020 (ZOOM)

Present

Fr. Kevin Douglas (President), Josephine Beech-Brandt (Chair), Liz Brown (Secretary), Ros Macaskill, Joyce Cullen, Jo Mulvagh.

In attendance

Anne Marie Douglas, John Wastle, Mary Wastle, Sophie Bennett, Rossella Riccobono.

Apologies

Salvatore Callea, Annie Royan. (Received since meeting, Francis Katamba, Aoife Palmer).

Opening Prayer led by Fr. Kevin.

Welcome by Josephine Beech-Brandt especially to new parishioner, Rossella.

Minutes of PPC Meeting 14 September (Zoom) had been circulated and as is the usual practice, had been published on the Parish website.

Update from Fr. Kevin

- Schedule of Masses at St. Peter's and St. Columba's is set for the time being, including the extra Vigil Mass 5.30 at St. Peter's.
- Sacramental visitations are taking place where possible.
- First Reconciliations have taken place at St. Peter's School: First Holy Communion Masses (3 – allowing for restrictions on capacity) will take place in the church late November/early December.
- Fr. Kingsley is staying in the parish for the time being.
- It is too early for definite plans for Christmas.

Review of current situation

- Weekend Masses – are fully booked. This means over the 4 Masses at St. Peter's and St. Columba's there is maximum allowable occupancy $4 \times 50 = 200$. (Comparable weekend attendance in non-COVID times is 600.)
- There was a discussion about the current booking system: spaces get filled soon after the booking line opens; it is only possible to book for the coming weekend; the practicality of facilitating booking in rotation; no one should feel guilty if they manage to secure a booking every week. Eventbrite is the system commonly used by other parishes and it is working well. For those without internet access, there is the opportunity to book by phoning the Parish Secretary. It is not necessary to book for weekday Masses, two of which are in the evening. It is encouraging to see that numbers attending weekday Masses have increased.
- Also considered were some of the other reasons that may be keeping people from coming to Mass: the toilet is closed; wishing to avoid inside spaces; not realising that the church is open for Masses.
- Livestreaming from St. Peter's. Fr. Kevin is not against this long term. Completing the three-year project to replace the heating in the church has had to take priority. There are a wide variety of online Masses available already.
- Links to those who may be isolated, by virtue of access to the internet, ability to come to church, or otherwise, were considered. The newsletter is circulated electronically to those who have subscribed to receive it, is published on the website and on

Facebook. The Parish Secretary sends out approx. 20 paper copies of the newsletter every week.

Finance Council (Anne Marie Douglas)

- 50% of the cost of the replacement heating works has come from the Archdiocese. (This was part repayment of a historic loan of funds by the parish to the Archdiocese). 50% came from the parish bank account.
- Parish bank account balance is therefore considerably lower than it was, but parishioners are still supporting the parish financially, whether or not they are able to attend Mass. The number of parishioners doing so by standing order continues to increase.
- Donations are still being made to the Building Fund, the balance of which now stands at £34,483.50 (£24,498.25 is gift aided).
- Improvements to the Sanctuary, the flooring and the sound system are next on the agenda and estimates are being sought for the works required. The parish has agreement “in principle” from the Archdiocese to proceed with these projects.

Digital Strategy – Liz Brown is interim admin of the parish Facebook page, until a new candidate comes forward.

Volunteers – extra volunteers will be welcomed to assist with COVID cleaning and stewarding, especially over the Christmas period. Rossella Riccobono volunteered during the meeting.

Property (John Wastle)

- Installation of the new heating system was completed in mid-October, followed by a series of commissioning tests, inspection by contractors and suppliers. Full inspection of installation by consultants Blackwood Partnership on November 5th resulted in a small number of minor “snagging” items to be rectified by Lothian Heating Services. On the same day, the project team held a final meeting to wrap up business. PROJECT COMPLETE.
- Fees and costs:
 - Blackwood Partnership £11,340 + VAT = £13,608 (£1,512 is retained for 12 months)
 - Lothian Heating Services £111,380 + VAT = £133,656 (VAT is recoverable) – came in under budget by £6,000.
 - Hardies £3,000 + VAT = £3,600
 - Total (incl. VAT of which **£22,276** is recoverable) **£150,864**
- Heating is operational; minimum setting 15C, boosted to 18C before Mass. Air curtain in porch is operating on a low setting ahead of weekend Masses.
- Asbestos Removal – Parish Statutory Asbestos Register prepared by project manager, Hardies, confirms “asbestos free” status.
- Once again, all present thanked John Wastle for managing this substantial and lengthy project.
- Long term plans are being laid to make the basement more accessible for storage of seasonal and occasional items.
- Full record of works in 2020 will be prepared for the website and next PPC Meeting.

- Hardies are undertaking preparatory work, including estimates – see under Finance Council above - for restoration of flooring and alterations to Sanctuary.

Any Other Business - Fr. Kevin will promote the “Walk with Sr. Helen”. Josephine Beech-Brandt will share the details with St. Peter’s Primary School.

Date of next meeting: Monday 1 February 2021 8pm (Zoom, unless otherwise advised). Josephine Beech-Brandt assured Fr. Kevin of PPC support if needed, before the next meeting.

Closing prayer.