**Minutes of PAC Annual General Meeting Held on Tuesday 20th January 2015**

**Present:** Fr. J Barnes, W. Ablard, (Chairman) D. Richardson, (Treasurer) T. Whitley, (Secretary) T. Doran, J. Birchall, D. Birchall, M. Macdonald, B. Macdonald, F. Badcock, M. Thomas, E. Utting, K. Pinto, B. Pinto, R. Bischoff, T. Brazier, K. Waring, S. Cox, J. Cox, J. Yelverton, S. McCallum, B. Lamberton, A. Lamberton, S. O’Mahoney, A. Ashby, M. Butler, C. Nelson, M. Sargeant

**Opening Prayer and Welcome**

Wilf welcomed everyone to the meeting and thanked them for attending. Fr. John opened the meeting with a prayer.

**Apologies for Absence**

D. Thomas, C. Watts, V.Watts, C. Richardson, C. Loisiou

Fr. John started the meeting talking about the shape and future of the Parish Advisory Council. He handed out a sheet outlining the three possible models for a Parish Advisory Council. (Please see attached sheet outlining the three models). Option 2 which is a council made of up of elected and appointed people is nearest to what St Felix currently has. Fr. John is not keen on a council where people come along to observe but are not able to take part. Wilf asked the meeting their views on the shape of the council. There was some discussion and questions raised and then the meeting voted on the three options with the results as follows: option 1 = 18 votes, option 2 = 0 votes option 3 = 5 votes. It was therefore agreed that the Parish would adopt option 1 for one year and its success and structure would then be reviewed at the next AGM. Fr. John will encourage members of the parish currently unrepresented at the meetings to attend and both the Agenda and the Minutes for meetings will be published on the parish notice board.

**1. Chairman’s Report**

During 2013 we lost a number of the long serving members of the Parish who dedicated a lot time to keep it running. So let’s remember the efforts of Nigel Gorham, Marie Richardson, Alan Deveney and John King as well as many others. Fr David retired in September and my spies inform me he is nicely settled in Ipswich and doing the odd Sunday Gig as a stand in performer in Diocesan churches. We now of course have Fr John to guide us and he looks to be coping well with our peculiar Felixstowe ways and is now bringing in new ideas and a new set green fingers to the Parish. In the last year the church has had to have leaks around windows repaired and the affected areas redecorated. Carpets have been laid in the isles and the Stations of the Cross have all been cleaned with lights added above each Station. The hall now has a Suspended Ceiling to improve heating and new padded chairs to help you fall asleep during these meetings and my talking. The Parish groups as usual have done a tremendous job of keeping us Fed, Entertaining us, planning and production the events in the church and helping to guide us spiritually. Thank you very much for your efforts over the year and those of My fellow PAC members.

**2. Election of a new Chairman**

Wilf Ablard has been Chairman for one year and will remain Chairman for one more year.

**3. Other elections, if appropriate**

With the adoption of a 'Parish In Council', representatives for the various parish groups are no longer officially voted in and appointed but it was agreed that having a nominated person for each group is helpful to members of the parish as contact points.

**4. Minutes of AGM 2013**

Wilf went through the minutes of the 2013 AGM. Jo Cox proposed and Maureen Butler seconded their approval

**5. Matters Arising** No matters arising

**6. Treasurer's Report** David Richardson outlined the Financial Report for 2014. The 2015 Budget has been agreed by the Finance Committee.

**St Cecilia's** The Diocesan Administrator has agreed that David Richardson can be responsible for disposing of the building and land rather than diocesan office. Architects have drawn up outline planning for three houses on the site but council planning insist we must prove there is no community use for the building. Although this process has already been thoroughly investigated the paper work given to the Bishop can not be found. David has spoken to the architects to ask what we can do as a minimum to satisfy the council. A local estate agent will produce a report and value the site and it will then be advertised as a commercial site at its realistic value and then if nobody wants to buy it for commercial use it can then be advertised for housing. The whole process will take about a year. Jenny Birchall asked about the plaque for Josie Posford and whether this had been progressed. Wilf answered that a note would be made to ensure the plaque which would be placed in St Felix was not forgotten.

**7. Annual Reports from Parish Groups**

**a) CWL -**Teresa Doran **-** The Catholic Women's League have had a very successful year with various speakers, among them Phil Hadwen who told us the history of Felixstowe College, Sister Judith Mary who gave us a very interesting talk on Syria and the work of the Sisters there in these difficult times. After our WUCWO service in May, Elizabeth told us about her recent holiday in Australia. We had various social events which included Ten Pin Bowling, a Strawberry Tea with a suffragette theme in Di Thomas's garden, a trip to Felixstowe Museum and an Advent Concert in the Church. We took part in the CWL National Coffee Morning serving coffee and having a cake stall and recently we have had our annual dinner at the Fludyers. In September Olive Stowe came to talk to us on the benefits of exercise and some of the members who attend her class gave us a demonstration. December saw us making Christmas table decorations with Giovanna. Some of our members attended the Branch AGM in Norwich and the Quiet Day at Wymondham. Unfortunately we did not have any members attending the National AGM at Warwick, Jenny who was to go was ill. Seven members are hopefully going to Torquay in October. Members also knitted poppies during the year and sold them at the Church coffee morning to raise money for the British Legion. We now have 33 members and new members are always welcome.

**b) Team Felix** - Jenny Birchall - During 2014 we organized a variety of events and raised £1786 for parish funds. In addition we raised £1320 for five charities. This makes a total of £3106. Out of that total, £997 came from the raffles, which is a very easy way to make money. Our monthly lunch clubs were very well supported during the year and seem to be appreciated by our clients. We are continuing them and this will be our fourth year. We also catered for First Holy Communion, Holy Hour, One Mass Sunday, Mass for the Sick, the Carol Service and Fr. David's leaving do. We have a variety of events planned for this year and look forward to your continued support

**c) Liturgy Committee -** Fiona Badcock **-** No formal report but the Liturgy Committee meets twice a year, once before Lent and once before Advent to facilitate what happens at Masses throughout the year.

**d) Knights of St. Columba -** Tom Brazier **-**The KSC lost three members last year and are now down to ten in total. They held three events last year, a quiz and two dinners. The annual BBQ did not go ahead because of lack of members.

**e) Association of Jesus and Mary-** Elizabeth Utting - The association had some successful meetings last year including talks on the Felixstowe Listening Service and Lifeboats. They held three spiritual meetings and had a very successful trip to Walsingham. They held a Strawberry Tea and a Christmas coffee morning to raise funds for Pakistan and Syria. For the first time the Association had a Christmas tree at the Salvation Army Christmas Tree festival which was well received.

**f) The Convent** no report

**g) Fabric** **and Gift Aid** - Alan Lamberton - A great deal of work was carried out on the Church, hall and house whilst Fr. David was here and so now little left to do. 2015 will see us looking at finishing the Memorial garden and moving the tabernacle. Installing easy access doors into the Church is also being considered although these are very expensive. Push buttons will be installed on the heaters in the hall which once pressed will provide heating for one hour and then automatically switch off, currently heaters are often left on when people vacate the hall.

Gift Aid There are currently over 70 active gift aid donors in the parish. As a Parish we are spending more than we bring in so we should have a fundraising drive. The Parish will soon be able to claim gift aid back on loose money placed in the collection plate.

**h) CAFOD -** Kate Pinto **-** Boni and Kate Pinto are now the appointed contacts for Cafod within the Parish. Our grateful thanks to Helen Gorham and Jane Timmins who have recently stood down as the Parish contacts. Kate is awaiting further supplies of Cafod envelopes and will publicise via the newsletter that during Lent the government will match our donationsto Cafod pound for pound.

**8. Parish Priest's Annual Report**

Fr John expressed his gratitude for the warm welcome he has received since joining the Parish and gave special thanks to John Yelverton, Doug Bichall, Alan Lamberton, David Richardson and Wilf Ablard with practical matters and also to members of Team Felix for the various social events, monthly lunches and annual Christmas meal. Fr. John said that since being here he has started the Journey of Faith Course, introduced a new newsletter design and commenced visiting, the parish had a good Christmas and services went well. A Confirmation group with seven young people was progressing well. Looking ahead he said that the Bishop would be celebrating the Deanery Station Mass here at St Felix on Friday 5th March and he would be visiting again on 19th June for the Confirmation Mass. In October there will be the Big Crucifix Procession which is 40 hours of adoration of the Blessed Sacrament processing from parish to parish. The procession will be starting off from St Felix on Sunday 4th October. Fr. John suggested the possibility of a Parish outing in the summer to Oxburgh Hall in Norfolk with Mass in the chapel and picnic in the gardens afterwards. The Tabernacle which will be right at the centre on the back wall of the altar has been purchased, a stone support is now required. The four evangelist panels which are currently in the Memorial Garden will be brought in and installed with the stone support. The Memorial Garden will be improved this spring. A wooden cross will be made and the existing corpus will be put on the cross and a wooden roof made for it. The flower border will be extended and become a rose border, roses can be planted in memory of people and climbers will be planted behind the bushes. Paving will be reduced and more gravel introduced. With regards altar servers Fr. John said he was happy with the number and grateful to the servers but we do need to give them more training and provide some social events for them. Fr. John would like to have a prayer project and the parish to grow in prayerfulness this year perhaps introducing a regular holy hour. Fr. is keen to introduce Morning Prayer before Mass in the mornings. He said that the sacristy needs to be decorated and hoped that he could get some people together to help him with this.

**9) Questions to the Parish Priest**

Rachel Bischoff asked about the possibility of a stone reredos for the east wall. Fr John answered that once the Tabernacle is in place stencilling or fabrics or a rearodos could be considered.

Doug Birchall asked whether the crucifix would have to be moved with the installation of the tabernacle. Fr. answered that the crucifix will stay and not be moved.

**10. AOB**

A Parishioner has emailed Fr. John about the existing sound system in the church stating that it does not provide audibility from the lectern or from the celebrant by the altar so that much of what is said is inaudible. Alan Lamberton will look into the loop system.

**11. Date of Next Meeting**

Tuesday 17th March at 7.30 pm

Wilf thanked everyone for coming and Fr. John ended the meeting with a prayer.