

# St. Mary Immaculate Church, Warwick

Minutes of the Annual General Meeting held 4 March 2010 at 7.30 pm

## Present:

Canon Stewart, CH, PB, JO, KS, JF, DP, SH, LW, IW.

## Apologies for Absence:

JF, SG, AO'R, RO'R, LMc

## 1. Minutes of Last Meeting:

The previous Parish Council minutes had been circulated stating that the purpose of this meeting was to include the Annual General Meeting (AGM). It was agreed that the Parish Council Meeting agenda items would be addressed when the council next met and that the focus of this meeting was purely to address the usual annual agenda items for the Parish AGM. The Agenda items were as follows:

- a) Minutes of Last Meeting and Action Points
- b) Review of Constitution and Membership
- c) Annual Reporting and Overview of Achievements
  - a. Financial Report
  - b. Mass Attendance Report
  - c. Other Parish Organisations Report
  - d. Maintenance & DIY Report
  - e. Fundraising and Social Events Report
  - f. Parish Website Report
- d) Any Other Business
- e) Date of Next Annual General Meeting (AGM)
- f) Date of Next Parish Council Meeting (PCM)

## 2. Previous Minutes

Reviewed and agreed.

## 3. Review of Constitution and Membership

LMc, JF and JF advised that they wished to stand down having served on the committee for a number of years. SG advised of her intention to stand down. Their contribution and service was acknowledged with gratitude expressed by Fr Stewart and other members. IW, after serving for three years, stood for re-election. JO was voted on as a new member and welcomed. IW was re-elected. Clarity is to be sought from JG regarding his intentions as an elected member. **Action:** *Update Parish Council Photo Board.*

## 4. Annual Reporting and Overview of Achievements

- a) Financial Report - CH provided a report on the Accounts for the Year Ended 31<sup>st</sup> December 2009. This included details of Receipts and Payments and the Balance Sheet. Copies to be made available. See Notice Board. CH's work in compiling the Parish Accounts was acknowledged. A surplus for the year was reported, an increase on the previous year, which included the Parish Hall Account. A positive Balance Sheet is continues to be shown.
- b) Mass Attendance Report – Fr Stewart reported that the average attendance in the past had ranged between 400-440 people. There appeared to be a decline in these numbers over recent months. Numbers had fallen to often less than 300 people. The reasons are unclear/unknown i.e. recent bad weather, economic climate, changes in working conditions, etc.? Fr Stewart to continue to monitor. **Action:** *IW to provide Fr Stewart with an Excel template to monitor trends.*

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- c) Other Parish Organisations - Trinity School Vocations Day went well and another has been booked for Year 8 pupils. A Vocations Mass is being organised in Southam with the next planned for Hampton-on-the-Hill on April 23<sup>rd</sup>. Organised visits to convents/monasteries are being progressed. A vocations website has been constructed and is under development ([www.warwickdeaneryvocations.org.uk](http://www.warwickdeaneryvocations.org.uk)) LW was thanked for her efforts in setting this up and SB will become responsible for developing this site further.
- d) Maintenance & DIY Report - Some sample areas of tiles have been cleaned and the whole floor area is to be cleaned or sanded and sealed. Cleaning of roundels on the sanctuary walls has been agreed and the go ahead given. The Statue of Our Lady is possibly 360 years old and there are plans to have this more appropriately painted and for the finger, that was dislocated when the Rosary Beads were taken, to be restored. The lighting system in church is to be completely renewed with the help of a starter donation. The works for the Parish Hall are completed.
- e) Fundraising and Social Events Report - 150<sup>th</sup> Anniversary and Homecoming: This is going ahead and fundraising activities are progressing well with the intention of creating a celebration that is “free” and fun for those attending. Full details of the activities are provided in the Parish Newsletter regularly and a page on the Website has been dedicated to this event. Suggestions for a Vegetarian Menu option are sought. Ideas to be passed to CH. **Action:** *Members to provide menu suggestions for a Vegetarian Option*

Parish History: Research into the Catholic history in Warwick resulted in a book being authored by Ruth Barbour and made available for purchase at a cost of £5. This book provides a history of the Catholic faith in Warwick and is titled Catholic Warwick: The Last 500 Years. It provides interesting reading and is more than just a parish history of events. Further details can be located on the Parish Website in a page that has been designed for “history and heritage” information.

- f) Parish Website Report - A Parish website has been developed. It is proving to be a useful communication tool. Fr Stewart has received positive comments. The site continues to be developed and used for information purposes for parishioners as well as those interested in finding out more about the Church. A multimedia option has been enabled which has allowed for radio interviews to be uploaded. The plan is to continue to enhance this site over the next 12 months and to ensure that the content is what people might want, expect or need. LW was thanked for her efforts and support. The website address is [www.stmary-immaculate.org.uk](http://www.stmary-immaculate.org.uk)

## 5. Any Other Business

The date of the next Parish Council Meeting was clarified and confirmed as Thursday, June, 17<sup>th</sup> at 7.30 pm in the Parish Hall Meeting Room

A list of Rationalised Action Points was produced following the AGM last year and prioritised. These are being progressed through the Parish Council Meetings. Updates can be found in the minutes circulated from the Parish Council Meetings.

## 6. Date of the Next AGM Meeting

Thursday, **24<sup>th</sup> March 2011**. Parish Hall Meeting Room at 7.30 pm.