

# Parish Pastoral Committee

## Meeting Notes

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<b>Date:</b>	06.02.2018	<b>Copies to:</b>	Webmaster and Newsletter
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Present		Apologies
Dom Edward Crouzet	Alastair Tocher	Julia Kearns
Madeline Little	Howard Rigby	Gavin Purves
Tim Naylor		Minutes
Howard		Tim Naylor

Agenda Issues
1. Minutes of last meeting/ matters arising
2. Parish Website
3. AOB
4. Date of next meeting

Summarised notes on the discussion and action points	Action by whom	Action by when
<p>1. <b>Minutes of the last meeting/ matters arising</b></p> <ul style="list-style-type: none"><li>• The minutes of the last meeting were approved and accepted.</li><li>• The plan for lighting on the drive outside the Church has been accepted by the Historic Churches Committee.</li><li>• Feast of St Wulstan and Blessing of Restored Organ:<ul style="list-style-type: none"><li>• Many thanks to James Sweetman and Rob Taylor for clearing the snow to allow access to the church.</li><li>• Attendance was affected by the weather (34 regular parishioners were unable to attend).</li><li>• Thanks to June Stallard and Charlotte Carver for preparing and hosting lunch.</li></ul></li><li>• The application to trim the trees in the cemetery has been accepted.</li></ul>		

<p><b>2. Parish website</b></p> <ul style="list-style-type: none"> <li>• Previous discussions had led to a consensus that the parish website could be utilised more effectively as a means of communication within the parish and to welcome potential new parishioners or those interested in learning more about the Catholic faith. However, the current website needs updating.</li> <li>• <b><u>Design/ building</u></b> <ul style="list-style-type: none"> <li>• HR reported that Gabriel Media, the company that hosts the current website, will be migrating it sites to an updated platform imminently.</li> <li>• HR and AT thought that a new site could be designed and built using a template from Gabriel Media. HR will report to the next meeting regarding the options available using the new templates.</li> <li>• The homepage should be colourful and convey the 'feel' of the parish.</li> <li>• Questions for future discussion were regarding the extent that the website should be interactive e.g., with the facility to submit prayer requests, or provide links to external resources regarding the faith.</li> </ul> </li> <li>• <b><u>Content</u></b> <ul style="list-style-type: none"> <li>• The webmaster needs content. There should be a standing item on future PCC agendas to communicate news about events etc. to HR.</li> <li>• The site should include information regarding the organ for aficionados, but the specification for the repairs should now be taken off.</li> <li>• To be added to</li> </ul> </li> </ul>	HR	
<p><b>3. AOB/ date of next meeting</b></p> <ul style="list-style-type: none"> <li>• TN raised a parishioner's concerns regarding current spending on projects.</li> <li>• Date of next meeting 6<sup>th</sup> March at 6.00pm</li> </ul>	Fr E.	

Signed:		Date:	06/02/2018
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