

ENGLISH MARTYRS (EM) PROPERTY AND SOCIAL COMMITTEE

MINUTES FOR MEETING ON 18 APRIL 2023 AT 1930

Attendees: Flit Rogers (Chair), Father Gerry Walsh, Nora Watson, Cecilia Hutcheson, Rosanna Barnard, Martin Barnard, Marisa Wood, George O'Neill (Secretary),

Apologies: Anne Houlihan, Kevin Rebello

1.	Notes of the last meeting held on 17th January 2023 were accepted and the following actions were updated as follows:	
a)	Health and Safety (H&S):	18/04/23 update: Flit confirmed that Ana-Maria had resigned from the Committee. Fr Gerry had met with Paul Peacey and Francis Brown, the St Augustine's H&S representatives, and they had agreed to cover English Martyrs H&S as well. They had gone through the toolbox with Fr Gerry. Martin had applied the necessary yellow paint on the Hall gas pipes. Other H&S requirements were ongoing.
b)	Line drawings:	18/04/23 update: No longer required. Complete.
c)	Fire Wardens:	18/04/23 update: The Fire Warden Hi-Viz jackets had been moved next to the photocopier in the Hall, to make them more accessible. Fr Gerry agreed that the Fire Evacuation Drill would be held after Mass on Sunday 14th May 2023. Marisa would organize a Fire Wardens practise before that date. Current Fire Wardens were Nora Watson, Anne Houlihan, Kevin Rebello, George O'Neill and Marisa Wood. Rosanna volunteered to be a Fire Warden.
d)	Levelling of grass areas:	18/04/23 update: The grassed areas would be levelled by adding topsoil into hollows and then seeding. Ongoing.
e)	EM Website and Advertising: update on issue of adding photos.	18/04/23 update: Committee members had been unable to get photos put on the website. Fr Gerry would talk to Dariusz about the problem. George agreed to photograph the front garden and the Easter Garden (in church), and try to send the photos to Dariusz at d.stachowski@gmx.co.uk .
f)	Willow Tree and Drains Problems:	18/04/23 update: Martin would use topsoil from our own site to fill in the hole in the grassed area which had been dug during the investigation of the drains problem. This would be done at the same time as Item 1d. Ongoing.
g)	Church Signage: update on the removal of the old sign at the	18/04/23 update:

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	car park entrance.	The old sign and its posts would be removed soon. Ongoing. Posts would be made available to allow signs to be put up advertising events like the Fete.
h)	Social Events: review of Pancake evening and Quiz Night	18/04/23 update: The Pancake evening had been very enjoyable and was well attended by members from all 4 churches in the ecumenical Church in Tuffley. The Quiz Night was very successful with 9 teams competing. £286 had been raised for the Building Fund. The next Coffee morning would be on Wednesday 17 th May 2023, from 1030 to 1200. Saturday 17th June 2023 was now a definite date the Summer Fete.
i)	Year of Hope - 'Into the Archives' - Sharing our Parish story: update on a word from the bishop about when to restart this requirement.	18/04/23 update: Nothing had been heard from the bishop; he was very busy dealing with other matters. It was decided to remove this Item from the Agenda. Complete.
j)	Church leaking lantern windows and hall ceiling leakage: update.	18/04/23 update: The church lantern window frames had been sealed. Neither the church nor the hall leaks had reoccurred since January 2023. It was thought that the causes had been heavy driving rain from a particular direction. The Hall paintwork had been stain-blocked and would be repainted soon.
k)	Hall Hire charges: update on any decisions required.	18/04/23 update: The new charge was £45 rather than £30, to cover the increased costs of heating and lighting. Complete.
l)	Garden gate frame: update on planned repairs.	18/04/23 update: Martin would do this repair when Item 2b (emergency lighting) was underway. The target was end-May 23.
m)	Church fence painting: update on possible date.	18/04/23 update: This would be done once the garden gate had been repaired and the 2 non-vertical fence posts had been corrected. There would be a need to ask for volunteers to help Martin with this work. The bacon butties might help! Ongoing.
n)	Displaying the Minutes of this meeting: update.	18/04/23 update: The Minutes of our previous meeting had been put on the website and also displayed in the Narthex. Complete.

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2. Any Other Business:		
a)	Any Socials planned for the next 3 months?	18/04/23 update: The next social event would be ecumenical, held at St Barnabas on the morning of the Coronation on 6th May 23.
b)	Emergency lighting around the church.	18/04/23 update: There was an H&S need for emergency lighting to be fitted around the 3 external walls of the church. This would be done by end-May 23.
c)	Security problems with the garden gates.	18/04/23 update: New locks would be fitted to the 2 gates at the garage end of the site. Problems had been experienced with people going out through the garden gate at the end of the church. This meant that it swung in the wind and was then obviously open. This gate could not be locked as it was the fire exit from the garden. Martin agreed to look at possible closing mechanisms and an automatic latch system which would lock the gate shut once closed.
d)	The Ashes area.	18/4/23 update: Fr Gerry said that we needed to improve the Ashes area and asked all committee members to think about how to do this. We had to respect the ashes in the current pit. Perhaps the revised Ashes area could be above ground. Ideas should be passed to Fr Gerry as soon as possible.
e)	Timing of this meeting.	18/4/23 update: The current timing (7.30 pm) of the meeting was difficult for some members of the Committee. It was agreed to change the start time to 3 pm.

3. Date of Next Meetings:

The next meeting would be held on Tues 18th July 2023 at 3.00 pm in the English Martyrs Hall.

The planned date for the following meeting was 24th October 2023 at 3 pm.

Flit Rogers
Chair

George O'Neill
Secretary

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Attendance Record

	12/11/19	21/01/20	05/10/21	18/01/22	15/03/22	10/05/22	14/06/22	13/09/22	17/01/23	18/04/23		
George O'Neill												
Martin Barnard												
Rosanna Barnard												
Anne Houlihan												
Cecilia Hutcheson												
Ana-Maria Paulet	N/A	N/A								N/A	N/A	N/A
Kevin Rebello												
Flit Rogers												
Father Gerry Walsh												
Nora Watson												
Marisa Wood												