# MINUTES

**Meeting of the Way Forward Committee held at Melbourne Parish Hall on 17th January 2023**

**Present** Tony Holt

Marie Allen

Fr.Andrew

Rob Hicklin

Linda Wordsworth

Rachel Hallum

Rosamary Smith

**Apologies** ChristineGill

**Absent** William Kerr

James Long

Fr. Andrew opened the meeting with a prayer.

## 1.Approval of Minutes and matters arising from the minutes

Minutes for the previous meeting on 8th November 2022 were reviewed and agreed. There were no matters arising.

## 2.Sacraments

Holy Communion program has started in Ashby. There are no candidates in CD&M. We need to gather names for the next Confirmation program.

### 3. Communications

The Way Forward minutes need to be published. There also needs a brief explanation of what the committee is tasked to achieve.

The names of members of all committees need to be published, possibly with photos.

New Pages to be added to the website to accommodate this

**ACTION** Fr Andrew to update web site

### 4. Mass Times

There was discussion on changing CD mass to 5pm. A suggestion was raised that masses could be rotated but this was seen as impractical.

**ACTION** RH to take the mass time change to the CD&M PPC

### 5. Buildings

Fr Andrew has to take the official closing of Measham to the Council of Priests meeting in February.

St Charles Primary school wishes to take the building over subject to The Academy and Diocese approval. This has been referred to the diocesan property office.

Fr Andrew is hoping to rent out St Mary’s Presbytery. A suggested rent is £1500 pcm. The house will need to be cleared of office records and furniture and there will be some logistical requirements such as separating electrical systems between the house and other buildings

### 6. Office and Administrative support

Fr Andrew needs clarity around the CD&M finances before considering an administrative assistant.

### 7. Extraordinary Ministers of the Eucharist

Ashby ministers are in place and the process is working well.

A meeting needs to take place with Fr Andrew and the ministers for CD&M

**ACTION RH to set up meeting**

### 8. Finances

Ashby to convert to the OPAS bookkeeping system from April 2023

Combined accounts for Ashby and CD&M will commence April 2024.

### 9. Social Events

CD&M events are being published in all three churches.

### 10. Inventory of Parish Equipment

The photocopier at Castle Donington is working well.

Each Parish need to collate an inventory of goods. This needs to go to the PPCs to arrange.

**ACTION LW & TH to raise at next PPC meeting and FC meeting**

### 11. Hire Agreements

CD&M PPC to review process and prices. Ashby need to review the hiring of the Crypt at the next FC meeting.

**ACTION LW & TH to raise at next PPC and FC meetings**

### 12. PPC

The date of the next CD&M PPC is to be published. Ashby parishioners are welcome to attend. At this meeting Fr Andrew will raise the question of publishing the committee members on the website

**ACTION Fr Andrew - publish date/ raise publishing members names**

### 13. AOB

None

### Date of next meeting

Tuesday 21st March 2023 at Ashby Crypt

The meeting closed with a prayer