Meeting 22

OLSG Fabric & Finance Committee
Minutes of Meeting of Tuesday 13 August 2019

Present: Fr Joseph Boyle, John Graham, Paul Mc Bride, Kathleen McGowan.

The meeting commenced with a prayer.

Minutes of previous meeting read and approved.

1. **Parish Finances**
   Fr. Boyle issued the Financial Statement for the Parish Accounts covering the period April – July 2019. The Main Parish Account closed at £8,541:22p. The closing balance for the Hall Account was £8,345:35p. These figures were broadly in line with expectations.

2. **Bar Staff**
   Kathleen McGowan and her daughter Claire have completed the required training and are now qualified to serve in the Hall bar.

3. **Church Pews**
   Thistle Upholstery replied to our request for a quote for cushions. The cost for 50 cushions (1340mm x 320mm) came to approximately £2,640 inclusive of VAT. This equates to roughly £9:40 per linear foot. A previous quote from another company stated that they would charge £8:00 per linear foot. Not sure if this price includes VAT. Will investigate further.

4. **Utility Charges**
   Fr. Boyle restated that our water charges would be greatly reduced if we gave up our full premises license and operated the Bar using only occasional licenses. It is not clear how much of a saving this would generate and if it would be cost effective with regards to paying the £10:00 fee for every occasional license we applied for. Fr. Boyle has agreed to check this. John Graham will investigate the timescale involved in applying for an occasional license.

5. **Health & Safety**
   Fr. Boyle informed the meeting that the Parish has received a favourable report from the Archdiocesan Health & Safety Officer.

6. **Assistant Hall Manager**
   Fr. Boyle raised the possibility of appointing an Assistant Hall Manager to assist him and other groups in keeping the Hall running smoothly. The role would be part time and it is envisaged that it would require a 16 – 18hrs per month commitment. Fr. Boyle issued a draft Job Description for this role, outlining the qualifications and duties he believed would be required to fill this position. Discussion ensued regarding the content and scope of the proposed Job Description.

AOCB

Fr. Boyle suggested that it would be a good idea to erect handrails at both sides of the alter. Paul McBride has agreed to contact John McLean to see if he is interested in taking on this task.

The meeting concluded with a prayer.

Next Meeting: Tuesday 22 October 2019 @ 7.30pm