

# **The Church of St Thomas of Canterbury, Canterbury.**

## **Minutes of Extraordinary Parish Pastoral Council Meeting**

**Monday 15th June 2020 at 6.00pm**

**Venue:** Zoom Meeting hosted by LB

**Present:** Canon Anthony (AJC), Rob Meredith (Chair; RM), Louise Beesley(LB), Lisa D'Agostini, (LD), Saju Jose (SJ), Josephine Lewis (JL), Isy Mead (IM), Helen Natrass (HN), Catherine Spratley (CS).

1.0 RM welcomed those present.

2.0 **Minutes of Meeting** of 13th January 2020:

These were accepted with two corrections spelling of LD and a typo - LB will send corrected copy for CS to put on the web.

3.0 **Selection of Committee:**

It was agreed that the committee would remain as it is during the lockdown. RM proposed CS for the post of Vice Chair (vacated by Mary Francis); this was seconded by JL and unanimously agreed. CS kindly accepted.

4.0 **Covid 19 impact on Parish:**

4.1 **How the parish is continuing in Quarantine:**

The Live mass is greatly appreciated.

Catherine & Paul Spratley were thanked for their considerable contribution in maintaining the website and organising the technology for the live stream.

Various parish groups are being maintained on line including SVP, RCIA & the Solitude Group.

Support for the elderly and vulnerable is well supported with SVP co-ordinating with other Churches, including the Salvation Army.

4.2 **Re-opening the Church:**

HN had developed an outline risk assessment for use of the parish, applying the diocesan guidelines, using a model used in the construction industry that would stand up to the HSE. For each hazard, risk is calculated by multiplying likelihood by severity - each marked on a scale of 1-3, making Risk 1-9.

Mitigating factors are applied for each significant risk and the new risk calculated.

On the request of the committee, HN has agreed to complete a draft assessment and circulate it to the committee for comment. The more 'minds' contributing the better.

HN will also work on Operational procedures for volunteer stewards, cleaners, visitors and parish priest for circulation and comment.

IM will circulate a google docs for this.

AJC was concerned about timescale, comments will be returned asap for agreement in a further meeting in one week. CS advised caution, need to

determine frequency and duration, give time for it to be circulated on the website and newsletter.

Other suggestions included considering a special slot or area for vulnerable people; a need to check every day if volunteers have had symptoms; allowing a 3 day gap between opening to lessen COVID risk and Fr Sylvester helping with Stewarding and welcoming.

#### 4.3 **Financial matters:**

A summary provided by the Finance committee was discussed.

#### 5.0 AOB

Outdoor mass will not be possible this year.

The Becket translation mass at the cathedral will also be cancelled.

#### 6.0 Dates of Future Meetings:

A further meeting devoted to re-opening the Church will take place on Monday 22nd June 2020 at 18.00 on Zoom. LB to organise.