

PARISH OF ST STANISLAUS, DULVERTON

ANNUAL PARISH MEETING

Notice is hereby given that a meeting of parishioners will be held in the Church on Sunday, 10 March 2024 at 10.15 am (immediately after Mass) for the following business to be discussed:

AGENDA

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| 1. Welcome and introduction | Chair of the Parish Management Committee (Simon Rous) |
| 2. Parish accounts
To consider the 2023 accounts and 2024 budget (Enc) | Parish Treasurer (Ben Williams) |
| 3. Election of Management Committee
To consider the election of six representatives, whom the Parish Priest is asked formally to appoint to the Management Committee (Enc) | Chair |
| 4. Election of members of Dulverton/ Minehead Joint Pastoral Council
To consider the election of two representatives, whom the Parish Priest is asked formally to appoint to the Pastoral Council (Enc) | Chair |
| 5. Any other business | Chair |

Martin McNeill
Secretary
4 March 2024

PARISH OF ST STANISLAUS, DULVERTON

ANNUAL PARISH MEETING 2024

Item 2

Accounts 2023 and Budget 2024

Income	Actual 2023	Budget 2024
Opening Balance	£ 22,420.27	£ 31,754.94
Offertory total	£ 13,436.23	£ 14,000.00
Interest	£ 320.11	£ 250.00
Bridge House	£ 6,684.00	£ 6,864.00
Good energy	£ 3,738.64	£ 3,250.00
Sub total	£ 24,178.98	£ 24,364.00
Expenditure		
Property costs	£ 2,560.00	£ 3,000.00
Utilities	£ -	£ 1,500.00
Diocesan cost	£ 3,411.30	£ 2,866.00
Parish Priest cost share	£ 7,833.12	£ 7,044.84
Music	£ 560.00	£ 600.00
Sundries	£ 479.89	£ 500.00
Sub total	£ 14,844.31	£ 15,510.84
Surplus	£ 9,334.67	£ 8,853.16
Closing Balance	£ 31,754.94	£ 40,608.10

The closing balance does not include the balance on deposit (currently £35,020.47)

PARISH OF ST STANISLAUS, DULVERTON

ANNUAL PARISH MEETING 2024

Item 3

Elections to Management Committee

When we agreed in 2019 to merge our Pastoral Council with that of the Minehead Parish (a decision that has yet to be fully implemented) we decided to retain a Management Committee to look after the finances of the parish and the property (the Church and Bridge House) for which we are responsible. The Management Committee's terms of reference are attached (Appendix 1).

Since October 2023, six parishioners have acted as a provisional Management Committee and the parish is now asked to make formal nominations. The six nominees are:

Lindy Head
Angela Levenson
Martin McNeill
Georgie Mitchell
Simon Rous
Ben Williams.

Once appointments have been made, the Committee will determine terms of office so that retirements are staggered (with two members retiring in 2025, two in 2026 and two in 2027). This reduces the risk of a large number of members leaving the committee at one time. Retiring members may, of course, stand for re-election

If other names are proposed, an election will be held to decide whose names should go forward for appointment.

Item 3 Appendix 1

PARISH OF ST STANISLAUS, DULVERTON PARISH MANAGEMENT COMMITTEE

TERMS OF REFERENCE AGREED 5 OCTOBER 2023

Purpose

To manage the assets and revenues of the Parish to enable it to respond actively to the call to mission in the local community and the wider world

As a part of the Diocese, and within the pastoral framework established by the West Somerset Parishes' Pastoral Council, to make arrangements as necessary to ensure that the ministry of the Church can be sustained within the Parish

To work with the Diocesan Property Committee to manage the buildings in the care of the Parish, including St Stanislaus' Church and Bridge House, and to make appropriate arrangements for insurance

To ensure the maintenance, cleaning and furnishing of the Church and the maintenance of Bridge House

To manage both the generation of electricity through the photovoltaic panels installed and the provision of heat and light for the Church

To advise the Parish Priest on pastoral matters of an operational nature (such as the timing and format of services) where responsibility has been delegated by the Pastoral Council

To establish and keep under review regulations to govern the financial management of the Parish and ensure effective financial control

To report at least annually to parishioners on its stewardship of the Parish's assets and resources

Membership

Up to six lay members in addition to parish clergy. Each lay member to be appointed for a three-year term. Nominations will be sought from among baptised parishioners and in the event of more than one nomination being received an election will be held in which all baptised parishioners will be eligible to vote.

Officers

The Management Committee will elect a chair, vice-chair, secretary and treasurer annually from among its members.

Meetings

The Management Committee will hold an annual general meeting not later than 28 February each year, and at least one other meeting each year. The chair (or, in the chair's absence, the vice-chair) will preside at each meeting.

Delegation

The Committee may establish task-and-finish groups as required from time to time to prepare proposals for consideration by the Committee and to monitor the implementation of strategies that the Committee has determined.

PARISH OF ST STANISLAUS, DULVERTON

ANNUAL PARISH MEETING 2024

Item 4

Elections to Pastoral Council

We agreed in 2019 to merge our Pastoral Council with that of the Minehead Parish. This decision has yet to be fully implemented as (mainly because of the impact of the Covid-19 pandemic on our operations over the last four years) the Pastoral Council has only held one meeting; and on the date chosen no Dulverton representatives were able to attend.

The St Stanislaus Management Committee has now proposed some terms of reference for the Pastoral Council (Appendix 1) and it is hoped that a meeting will be arranged in the near future to take forward initiatives for joint working across the two parishes.

To enable the Pastoral Council to function, two Dulverton representatives need to be appointed. The current nominees are Simon Rous and Lindy Head.

Once appointments have been made, the Council will determine terms of office so that retirements are staggered (with two members retiring in 2025, two in 2026 and two in 2027). This will reduce the risk of a large number of members leaving the Council at one time. Retiring members will normally be eligible to be re-appointed.

Parishioners are asked to endorse the nomination of the two serving members or propose alternatives. If other names are proposed, an election will be held to decide whose names should go forward for appointment.

PARISHES OF SACRED HEART, MINEHEAD AND ST STANISLAUS, DULVERTON

JOINT PASTORAL COUNCIL

PROPOSED TERMS OF REFERENCE

Purpose

To advise the parish priest on issues affecting the two parishes that may have an impact on the mission and ministry of the Church

To support the parish priest and other parish clergy in:

- articulating a shared vision for the two parishes;
- building a welcoming Christian community;
- enabling the community to discern its mission;
- encouraging and deepening the faith of all; and
- enabling all the baptised to be aware of their active responsibility for the mission and ministry of the Church

To oversee communications through the West Somerset Catholics website, through such social media as the Council may determine and through the live streaming of services

Membership

Six lay members in addition to parish clergy, four to be appointed from among Minehead parishioners and two from among Dulverton parishioners. Each lay member to be appointed for a three-year term. Nominations will be sought from among baptised parishioners and in the event of more than one nomination being received an election will be held in which all baptised parishioners will be eligible to vote.

Officers

The Council will elect a chair, vice-chair and secretary annually from among its members.

Meetings

The Council will normally hold four meetings annually, at times and locations to be agreed by the members (with no more than half of all meetings being held in Minehead).

The Council may establish task-and-finish groups as required from time to time to prepare proposals for consideration by the Council and to monitor the implementation of strategies that the Council has determined.

Delegation

The Council may delegate consideration of pastoral matters of an operational nature (such as the timing and format of services) to the Management Committees established in the two parishes to manage their respective assets (including buildings) and revenues.

The Council may establish task-and-finish groups as required from time to time to prepare proposals for consideration by the Council and to monitor the implementation of strategies that the Council has determined.