

## Friends of St Augustine's

### Minutes of a Committee Meeting held on 13<sup>th</sup> April 2015 at Waltham House, Penarth at 2.30pm

Present: Andrew Davison, Chris Williams, Delyth Williams, Jane Higley, Tricia Griffiths, Richard Griffiths, Linda Guilfoyle

#### Welcome and Apologies:

Apologies from: Margaret Turner, Judith Martin-Jones and Steve Lavender.  
Tricia welcomed Linda to the meeting.

#### Minutes of the Meeting held on 20<sup>th</sup> January 2015

The Minutes were agreed and signed.

#### Matters Arising

4.3 £723 has been paid (£500 for scaffolding and £223 towards the repair of the notice board).

4.4 The independent surveyor needs to see the Quinquennial Report. Bob Williams highlighted safety concerns about the stone over the north door and the safety of the pulpit.

Part of the west window blew in on Palm Sunday and has been made safe pending replacement, but concerns were raised about the condition of the whole window and whether it needs to be checked. Andrew agreed to follow this up. **Action: Andrew**

The spaces either side of the Roll of Honour. It has been suggested that the 'missing 100' names which are on the War Memorial in Alexandra Park but not on the Roll of Honour could be put there. Richard questioned whether it is in The Friends remit to add to the Roll of Honour. Tricia will try to find out whether there is a demand for this to be done and if there is the Council could be approached to do this. **Initial Action: Tricia**

4.6 Website - Jeremy Clulow will be meeting Tricia, Linda and our IT consultant on 28<sup>th</sup> April for a training session on the new website.

4.8 Notice Board - This has been put on hold.

4.9 One more cupboard will be delivered this week. Another is available if needed.

6.0 Membership -Membership is over 170 and there are some people to chase up

**Action: Richard**

7.4 Chris agreed to have an 'Open Door' at the church when the Penarth Festival is on to coincide with the Belle Vue Park Concert on the Saturday.

7.7 Frank Roper talk – Judith has not yet come back on this

8.0 Anniversaries – this will now be an evening event in the Parish Hall with information about the various anniversaries on display. We have information on local men / family members who fought at Gallipoli. Maps etc. needed **Action: Andrew, Richard, Linda**

9.0 Open church – a floor plan of the church is needed. **Action: Richard**

Vale leaflets – if we are to continue displaying leaflets about places of interest in the Vale, we need a better display rack or a stand for the present rack. Andrew will get a quote for a stand and look at the possibility of moving the rack to the porch.

We maybe able to use the HLF publicity money to fund part of this

**Action: Andrew**

A group of about 30 people from Ace Cultural Tours in Cambridge contacted the Parish Office to ask about coming to see the church as part of a tour of South Wales.

The HLF have put the Roll of Honour forward for an award. We have submitted an application form in the hope of winning.

### **Finance**

Since 01/11/14 the income has been £1,516 and expenditure £1,772. There is £15,664 in the bank. £5,000 of this is HLF money which must be spent by the end of the year.

### Bank Account Signatories

Proposed by Andrew Davison and seconded by Delyth Williams it was agreed to remove Tom Bennett as a signatory and replace him with Linda Guilfoyle. Richard to get the forms from the bank.

**Action: Richard**

### **Projects**

#### Grow, Show, Share

There has already been some publicity in the Penarth Times.

Posters and fliers are available. Petra will design a logo to go on the posters etc to be distributed closer to the event.

Phil at the library will use GSS as a basis for the craft sessions for children this summer.

Leaflets needed at the library but we need the new website up and running first.

Delyth will contact the nursery schools and Rainbows

**Action: Delyth**

Tricia will contact the primary schools

**Action: Tricia**

Andrew will contact Scout groups

**Action: Andrew**

Linda to give poster and fliers to Suzanne Hazell (Sully Terrace allotments)

**Action: Linda**

Tricia to get a list of allotments from the Council

**Action: Tricia**

Brynawel will donate seeds for the children to grow, and will lend 2 trees to go outside the church on the day.

Tricia has a price of £27 per thousand to deliver leaflets. It was agreed that this should be done.

Tricia recently gave a short talk to a group at Turner House and was asked if people from Cardiff could enter. It was agreed that the event should be open to those outside Penarth at least this time.

The budget for spending on this event was agreed at a maximum of £250.

Tricia was asked whether the flowers, vegetables etc would be sold off at the end, the proceeds to go to charity. This has to be decided.

Ann Lush will not be available that weekend to provide refreshments in the Hall.

Martin Gossage of the Friends of Belle Vue Park has said we can use the pavilion for the children's activities and possibly for refreshments (tea, coffee etc.)

### Habitat and Heritage

5 consultants were approached for quotes. 3 quotes have been received so far and the remaining consultants only have 2 days to reply. Tricia to chase up.

**Action: Tricia**

The preferred consultant of those who have replied was Wildlife Trust of South and West Wales.

We are applying for a grant for the survey from Environment Wales and the application process is complicated. The initial survey would give us a valuable base on which to build the whole project providing information on:

- (i) Is the project environmentally viable?
- (ii) A management plan
- (iii) A rough cost to start the project

Volunteer involvement is required. The cost to the Friends may be about £800. We need to get the survey completed before we can apply for a grant and there may be some objections to this project. Andrew and Tricia to complete the application forms. **Action: Andrew & Tricia**

### Policies

The draft policies previously circulated to committee members were agreed.

Tricia will send a Health & Safety police for agreement.

**Action: Tricia.**

### **Events**

#### June 20<sup>th</sup> Army Day Exhibition

There will be an exhibition of the information we have about the Roll of Honour. This will be an extra Open Church day and the information will remain in the church until 4<sup>th</sup> July.

#### July 4<sup>th</sup> Lost Lives Remembered

This will be invitation only in the morning. There will be several presentations about the Roll of Honour followed by a buffet lunch. Ann Lush will produce the lunch, working on £7 per head. The money will come from the HLF money (earmarked for publicising the heritage side of the project).

All committee members will be invited and any help they are able to give will be appreciated.

There will be a Guitar Recital during the early afternoon for which the charge will be £3.

The church will then be open to the public from 3.30 – 5pm.

Kathleen suggested that someone dressed in a WW1 uniform should be on the Esplanade handing out publicity leaflets. Chris Williams? Tricia suggested that the Western Front Association may have a uniform we could borrow.

#### Autumn - Four Hands, Four Feet

A date is needed for this concert.

#### 150<sup>th</sup> Anniversary of the dedication of St Augustine's, 2016

Tricia has spoken to Mary Cole and she thought two events would be best. We agreed and suggest 2 big events, one organised by the church and one by The Friends. The church event may be a service. Richard said he would try to find out the actual dedication date.

Tricia will contact the Earl of Plymouth's son about the loan of a painting. Suggestions as to the event the Friends will organise would be welcomed. A concert was suggested.

**Action: Richard & Tricia**

This year is the centenary of the opening of the Dock. There will be a talk in the Pier pavilion on 10<sup>th</sup> June. Tricia to notify members of the time. **Action: Tricia**

### **Oxford Trip**

This will take place on 12<sup>th</sup> August.

Delyth had prices from 3 coach firms. A 16 seater would cost £20/head, a 29 seater would cost £13/head and a luxury 31 seater would cost £17/head. (all excluding tips)

It was decided to book the 31 seater and charge £25 each. We will provide tea, coffee and biscuits. Important to notify people of the date etc. asap. Tricia to email/write to members.

**Action: Tricia**

### **Talks by Members to Members**

It was decided to try this for a year, possible meeting once a quarter and starting this October. Venue to be decided but the Kymin was suggested as being accessible and having parking. Tricia to discuss with Chris Higley

**Action: Tricia**

### **Open Door**

See Matters Arising 9.0.

### **A.O.B**

There was none, but the question was raised as to whether there was a step from the pavement into the churchyard at the gate of the path leading to the disabled access ramp and door.

Post meeting note: the access is flat from the pavement but the path rises steeply a few feet in from the gate.

### **Date of next meeting**

27<sup>th</sup> July, 2.30pm at Waltham House