

## Finance Committee Meeting 9 February 2026

Fr. Tru, Rod Goodisson, Sharon Greaves, Michael Carberry, Maureen Burgess,  
Joshua Osborne-Goldsbrough, Sabina Van Rooy, John Drury

Apologies: Julie Lean, Kirsty Vera

6pm meeting commenced with prayer

Minutes of previous meeting – 11 November 2025

Matters arising from minutes

Title needs to be updated to Our Lady of the Sacred Heart for agenda

John Drury moved to accept minutes and seconded by Michael Carberry

Correspondence in: Letter from Fr. Stephen Hackett msc to be addressed later in meeting

Letter from Sabina to Fr. Tru – reply to email dated 30 February

Letter read by Sabina

- maintenance committee required – people with knowledge/expertise in reviewing quotes
- Committee members to serve on only one committee in the Parish ability to share all talents in the parish. Noted there are currently a lack of volunteers
- Clarification of distinct action by Finance Committee, there needs to be a broad strategic understanding against day to day.
- Keep meetings shorter and more succinct – use email and for immediate issues
- Historical St John the Apostle parish had a maintenance committee with regards to works and quotes
- investing in works in the right way and in the right building for finance expenditure and also encompasses pastoral works
- \$5000 discretionary limit for Parish Priest can be used and then inform the PFC of works
- Communication via email with responses by majority for works to go ahead.
- Three quotes required?

- Being conscience of how much money is being invested into a building that could be closed in the future.
- consider those in parish who may be beneficial on committees and look over the next 12 months.
- Currently PFC is only 3 years term for members. PPC members are also 3 year term for diversity in the committees

### **Finance reports**

- bank balances addressed as two individual parishes prior to the merge
- \$15,000 at STA from fundraising for building works
- \$18,000 was received from Fr. Jim Monaghan using the presbytery
- Progress on the Tiny Homes project is looking promising by the end of 2026
- Tiny Homes on site which could create income of \$20,000 and also payment towards utilities. Funding for the project has not been eventuated as of yet. Marymead/CatholicCare is in charge of funding, not the parish.
- Progress will be distributed to PFC. Parishioners to advised via bulletin and Parish Assembly.
- Boosting income where possible and be prudent on expenditure.
- Planned Giving Update approximately less than half of planned givers have returned forms.
- STA bank account emptied to OLSH to pay expenses such as wages, utilities, loan repayments.
- Follow up required to those PG who have lot completed and returned forms.
- finance committee to report to parishioners about current giving status and future impacts
- Cut off date for bank accounts will be the end of March to get a clear picture of income
- Talk to parishioners sooner rather than later with regards to the importance of Planned Giving
- Envelopes income for future reference of using envelopes either purchased or printed in house of not using them at all
- Numbers and income of envelope givers
- Push for electronic giving.
- PFC to discuss what the future looks like for collections. Cash, Envelopes, Tap and Go.
- PFC meeting just on income and collections. 23 February. Everyone on PFC to be at this meeting. Zoom/Teams not in person
- Enquiry regarding current planned givers by age, Planned Giving habits 2025 compared to 2026

## **Correspondence Received**

- Fr. Stephen Hackett msc letter – was any content of letter discussed prior to the merger?
- What does the presbytery look like and how can it be made more compliant.
- Safeguarding and manage office to make residence compliance.
- Housing for 4? Will equate to 2 at Charnwood and 2 at Kippax
- Possible administration at Charnwood instead of Kippax.
- Be creative on how to become compliant for 4 in residence and access to office.

## **Other Business**

- Confessionals – how to facilitate the change to be compliant.  
The Archdiocese have but on hold due to expenses for parishes.
- Project Priorities: Fire Protection quote for Kippax PFC accepted the Fire Protection and electrical quote
- Other projects: quote from GJ Building Services quote for Charnwood buildings
- Priorities for Charnwood building – woodwork around windows is a priority  
Michael to go through quote and make recommendations to PFC

No other business

Proposed dates for PFC meetings

13 April

13 July

12 October

23 November