

**Minutes of the Poole Unit Steering Group Meeting  
Held in The Parish Hall, St Anthony of Padua on 22 November 2010 at 19.00 hrs**

**Present:**

Father Peter Webb, Father Keith Collins, Father Barry Hallett, Nigel Waite (Chair), Reg Grimston, Phil Willis, Chris Turner and Dorothy Brant.

**Apologies:** Father Mark Skelton, Lynne Condon, Cecilia Grimston, Mary Rafferty, and Sue Fernley

**Action**

**1. Presentation to Bishop Christopher**

It was felt by all present that Nigel did an excellent job in presenting the work of the PUSG over the past three years to Bishop Christopher. The presentation was informative and well put together. The feedback from the Bishop, which has been gleaned whilst the Bishop has been doing his visitations, leads us to believe that Bishop Christopher recognises that we have done a lot of work, he is pleased with the co-operation between the parishes and he intends, once he has considered what we have said, to sit down with the clergy from the four parishes to review certain aspects of our work and recommend how we should proceed.

**2. Issuing of the Development Plan**

2.1 It is recognised that we are still developing the Plan, but we thought we should complete the Plan as it currently stands. Reg will circulate each Champion with their section of the Plan, and ask each Champion to amend this as they wish and to complete the section with a set of recommendations. (ie From each Champion we need the aim of the group, where you have got to (the update) and your recommendations for continuing action.) This will then form part of the final document to be sent to the Bishop. The Champions should aim to send the final version of their section to Reg by the 13 December.

Reg  
Champions  
by  
13 Dec.

2.2 Reg and Nigel will finalise the Plan and circulate it to all members of the PUSG for review, shortly after Christmas so it can be signed off at the January meeting and sent to the Bishop.

Reg /  
Nigel  
3 Jan

2.3 It was agreed that we should get the Bishop's response to our Development Plan before presenting the Plan to the Parishioners.

**3. Updates for the Development Plan**

3.1 Reg reported that he and Cecilia had been to Plymouth and had gleaned some interesting and useful information.

- (a) Asset management information for the parishes is held by the Diocese.
- (b) The Diocese has employed a Consultant to look at Administration within the Diocese and standard procedures are being developed and rolled out eg Finance Package, which includes gift aid. They are looking at standardising email for priests, standardising computer hardware and software procurement. Producing a document management system.

3.2 Cecilia had a meeting with Herman Desmier on the 12 November to discuss in general terms what would be required to set up a Portal for the four Poole Parishes and websites for Our Lady of Fatima and St Josephs.

- (a) Basically each Parish requires a Domain Name and hosting on a server. There is no requirement for St Anthony's or St Mary's to purchase a domain name, as they already own one, and they already have sites hosted on a server somewhere.

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- (b) OLF and St Josephs will need to purchase a Domain Name (£3pa each) and they will need their sites to be hosted on a server somewhere (~£80pa between two). There can be a page on the server hosting St Joseph's and OLF that connects all four parishes together with links. *Note* The page linking all four parishes together, and the websites for St Joseph's and OLF, if they want their own website, will still have to be developed at a cost, or by a volunteer.

**4. PUSG in the Future**

In view of the fact that the Development Plan will be issued in January the future of the PUSG was briefly discussed. It was felt that the PUSG or some Poole Parishes Overview Group/Support Group is very important and this group should continue, perhaps meeting quarterly. The remit of the group could be discussed at the next meeting eg we could recommend how the Development Plan should be monitored etc.

**5. Next Meeting**

**Monday, 24<sup>th</sup> January 2011, St Mary's Presbytery, 7:00pm – 8:30pm**