

Present:

Fr S Reilly
Mr I Smith
Ms A Ferry
Mrs K Smith
Mr B Shields
Mr F Conway
Lord Haughey
Mr S Kilcoyne
Ms M McGrath

1. Welcome

Fr Reilly welcomed everyone to the second meeting of the re-established Parish Fabric Committee. He opened the meeting with a reading from the Book of Chronicles and a prayer.

2. Apologies

Apologies were received from Brian McKenna.

3. Review and Acceptance of Minutes of last meeting

The Committee agreed the minutes of the last meeting.

4. Action Points from last meeting

M McG advised that a list of Regulatory Required actions is held. These consist of Annual PAT testing, five-yearly Electrical Installation Condition Report (EICR) and Annual check of Fire Extinguishers. The Fire Extinguishers had been checked in July last year and therefore next check due in July 2024. Both PAT Testing for St Anthony's and St Mark's is now due. The EICR for St Anthony's was completed in 2023 and next due in 2028. The EICR for St Mark's is due now. M McG advised that there has been difficulty in obtaining a date for both PAT and EICR checks by a Diocesan approved contractor and the Estates Manager at the Diocese has therefore been asked to move this forward. A date is expected to be agreed in the next few days. IS raised the issue of whether checks on full discharge of lights, lighting levels and water temperature (to avoid Legionella bacteria) are part of these tests. M McG advised the certificates provided following the tests list all of the work carried out. **Action Point: M McG to list the tests undertaken and provide to IS who will check for compliance with requirements.**

Fr Reilly then updated the meeting on the work to move the Poor Clares to St Anthony's House. There had been a recent meeting where plans were agreed. This included building between the house through the walkway to take over the space currently housing the shrine to St Mark, to provide the Nun's chapel. The meeting discussed that these plans would result in new testing of electricals etc. Fr Reilly confirmed that the Diocese will take over responsibility for compliance in the new house for the Nuns. Next meeting on this issue is on Friday of this week.

Fr Reilly then presented his paper on Fabric Priorities for the Parish, including the matrix used to provide a baseline for decision on priorities. He has graded the priorities and this was discussed in full. Points raised by the Committee included that some issues, such as church floor tiling necessitate a higher grading as they are a "trip and fall" danger and therefore from a Health & Safety viewpoint must be dealt with quickly. The last Health & Safety report by the Diocese was produced in 2005 most of the issues had been dealt with, e.g. disabled parking etc. Fr Reilly agreed that the flooring issues should be added to other Health & Safety and Fire Safety priorities:

- Disabled Access to St Mark's Church and Hall. A full discussion took place of the issues. We may need a new entrance to the Church and the side ramp is not fit for purpose. It might be

necessary to create a new door to the church – giving consideration to Fire Safety issues. The cost of this work could be approx. £40k. After much discussion, the Committee decided that it might preferable, due to the cost, to make improvement to the current ramp.

- Disabled Toilet in St Anthony's – it was agreed that the disabled toilet at the Hall area was part of the Church complex and easily accessible from the church.
- The Loop System in St Mark's is not working and in St Anthony's, if the Loop System is used it has a detrimental effect on the Live Streaming. Fr Reilly advised that a company had been out to look at both – they advised verbally that a new AMP is required in both Churches and we are just awaiting their full report. In addition the wiring for the Live Stream at St Anthony's needed to be re-routed and a hole has now been drilled to enable a straight feed of the cables to the system.
- A review of the Fire Plan is required and IS has agreed to take this forward. He has a copy of the St Mark's plan and a copy of the St Anthony's Plan will be provided. **MMcG to provide copy of St Anthony's Fire Plan. IS to review and advise on implementation procedures.**

Fr Reilly explained that it would be helpful in taking forward the work outlined in the Fabric Matrix if responsibilities to lead on these were allocated to Committee members. The following was agreed:

- Damp issues in St Mark's; House loft insulation; consideration of parking expansion; church floor tiling and roof and gutter work will be led by WH and SK. It was agreed that if church floor tiling is to be arranged it will be cost effective to organise the carpet for the side chapel of the church at the same time. Some discussion took place as to whether we may be able to receive match funding for this and other Health & Safety works from a generous benefactor.
- Clearing of the loft in St Mark's house will be led by Fr R. SK advised there will be no need to remove the partial flooring as this will protect any cabling if insulation laid on top.
- Repair of loop system will be led by Fr R.
- Repair to storm damage at St Anthony tower roof will be led by SK. He advised that it will require to be examined using a large cherry picker but that at the moment there is no water ingress and therefore waiting for an improvement in the weather will not cause further damage.
- Disabled access to St Mark's Hall – it was agreed that moving between the church and the hall could be achieved by moving on the path behind the church but that some work may be required to this area. WH and SK to lead on this. Consideration had been given to using the Local Authority area which used to house lock-ups, but it was agreed this should be put on hold at the moment. The Committee agreed that disabled access to the hall should be via Laurieston Way although this will necessitate installing a small ramp to the kerb.

The Committee enquired about the finances available to the Parish to undertake works. Fr R advised that anything over £10k had to be approved by the Diocesan Fabric and Finance Committees – whether the Parish could cover the cost or not. MMcG advised that the Parish has just over £146k in the PiF and just over £21K in the PAF – these monies are held at the Diocese. Money available in the Parish Accounts is over £60-70k with regular bills and outgoings paid from this.

5. Any Other Business

JW raised the issue of a loft ladder for St Anthony's Hall as the current ladder is broken. WH agreed to take care of this. FC raised the issue of standing rainwater at the Woodend Rd side of the Church and the culvert is not working. MMcG advised that we do have the drains checked each year and due to be undertaken again this year. WH advised he will arrange to have the standing water addressed. JW reported that recent repair to gutter at front of St Anthony's Church is still leaking. SK will arrange to fix this.

6. Date and Time of next meeting

Tuesday 26th March at 17.45 in St Anthony's House.