

**SS ALBAN AND STEPHEN RC CHURCH
PARISH PASTORAL COUNCIL
MINUTES OF MEETING HELD ON 10th June 2013**

Persons Present: Fr Jimmy Stubbs, Fr Tom Hewitt, Brendan Day, Peter Berners Lee, Joanna Roche, Joanna French, Cath White, Helen Bassill and Mike White

Apologies received: Fr Charles Sweeney, Steve Pickard, James O'Hare, Mike Walsh, David Myles

Parish Assembly and Pastoral Council Objectives:

1. To make the Church more alive and open to the Spirit and to further the spread of the Kingdom of God;
 2. To provide a structure for constructive dialogue with the Parish Community and thus serve as a means of consultation and communication in the Parish;
 3. To ensure an ongoing assessment of the spiritual, social and human needs of the Parish and to foster ways to meet these needs; and
- To draw out, draw together, and draw upon the talents and gifts of the Christian Community in the Parish. "As each one has received a gift use it to serve one another as good stewards of God's varied grace." (1 Peter 4:10)

1. Minutes of the last meeting

A letter went to the Archbishop outlining the PPC concerns regarding Growing in Faith at the beginning of last week. There has been no response as yet.

2. Update on Growing in Faith

Growing in Faith will be launched in the parish this weekend and letters will be going out to all parishioners from then. Fr Charles is looking for more volunteers to follow up on the letters, ringing people to see if they have had enough time to think about offering to make a commitment and also to persuade them to do so. Can everyone on the PPC consider whether they have enough time to do this or if they know of anyone who would be willing?

Fr Charles has negotiated with the diocese that our target figure should be £300,000 over the five years not the original £400,000.

Bp John will hold an open meeting at Loreto for the entire parish to attend to answer any questions on the process. This is being held on 3rd July 2013.

3. Reports

Communications: in the absence of David, Brendan reported on their last meeting, as he was present. They have met to discuss how to proceed and have divided themselves into sub groups. Their main plans at the moment include setting up a database, relaunching the Parish Magazine and communicating between different organisations in the parish.

Safeguarding: nothing to add to the report.

Parish Friends: Following the hall refurbishment it is extremely likely that we will be inspected by the Council to check on the Health and Safety issues and also hygiene. PF have been discussing the problem with so many groups and organisations using the hall and in the past no one really taking responsibility for how it is left etc. The group has drawn up a draft job specification for a volunteer to check on administration issues and also on how it is left. This may turn into quite a big job and someone needs to check on the hall daily. It may be that we have two people doing it one responsible for administration and the other for cleaning. Cath will circulate the job spec for all to read and then perhaps we could discuss this further at our next meeting.

Neighbourhood links need to liaise with communications team to avoid overlap of responsibilities.

Mission: (updated as follows, no report)

Alpha: the group has approached Holy Trinity about a joint course, but have had no response. If no response then the next course will be in the church hall from January. The group organised a successful silent retreat at Worth Abbey the weekend of 8/9 June. Prayer Room: there are several groups which use this as a group prayer room and for praying the rosary etc, Is it possible to have specified times when people can go along and guarantee they will find silence? Is the lock on the room door going to be changed to a code?

At present the church is open regularly during the year of faith, would it be possible to continue this after the year has finished?

Worship: A request was made that all musicians are given ample notice of when the Laudate books are going to be put into use. They need to be able to plan their music choices a few weeks in advance.

A suggestion was also made that on their first use a slip/envelope was placed inside the book for people to fill in if they wanted to buy a dedication.

Justice and Peace: (not discussed in James absence).

Youth: (no report, meeting on 11th June)

The group has recruited three new members and three more are considering joining – they had approached about ten people to join. A report will be circulated following the meeting on Tuesday.

The advert for the new Youth worker has been sent to the diocese for approval, then it will be posted on a variety of youth worker websites and advertised on our website and in journals. Dates have been set aside in July for carrying out the interviews.

4. **Hall**

Fr Charles holds a monthly meeting with the site foreman and work is currently on schedule. People were asked to consider what we could do as an opening ceremony, possibly invite the Bishop or Archbishop.

5. **Any other business**

There has been concern raised about the inability of a modern mobility scooter going up our ramp to get in the church, once the building work is completed will they be able to

access easily through the side door? On this point Fr Jimmy raised the problem during the building works of wheeling Fr Sandy from his room, last Sunday the access had been blocked by somebody's car, this would be very dangerous in an emergency. It was suggested that only registered disabled park outside the church during the work and that others are encouraged to park at Loreto or Murco.

Can we make the church more welcoming every Sunday by opening the main doors (particularly in Summer) for each mass?

Peter has found a replacement for the microphone on the altar which is broken and is happy to go ahead and purchase it. He appealed to people to only lift it from its base and not the arm.

Rota for news in the Bulletin

Weekend of 15/16th June – Justice and Peace

Weekend of 22/23rd June – Parish Friends

Weekend of 29/30th June - Worship

Weekend of 6/7th July - Youth

Weekend of 13/14th July – Communication

Weekend of 20/21st July – Mission

Following this there will be a break over the summer.

Date of next meeting – 13th July

13th July will be an end of year barbeque which you are invited to attend with your partners.

Please could you let Joanna Roche know whether or not you are attending, how many you will be and any dietary requirements.