

# SS ALBAN AND STEPHEN RC CHURCH

## PARISH PASTORAL COUNCIL

### MINUTES

**WEDNESDAY 8 JULY 2015**

**Present:** Fr Charles Sweeney, Fr Tom Hewitt, Fr Jimmy Stubbs, Sara Nash (PPC Chair)  
David Myles (PPC Vice-Chair), Ann Hill, Richard Exact, Kate Baker, David  
Edwards, Anne Romain (J&P Group) and Steve Weaver (PPC Secretary)

#### 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 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
4. 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. Apologies for absence**

#### **Action**

Apologies were received from Fr Tom Hewitt, Sr Anita O'Leary, Deacon Steve Pickard, and James O'Hare.

#### **2. Minutes 10 June 2015**

The Minutes of the 10 June 2015 meeting were agreed as a correct record with the amendment to a typographical error at item 7.6.3 and should read "Confirmation"

#### **3. Matters arising from previous meeting:**

The following matters were raised that were not otherwise to be discussed under the agenda:

- David Edwards reported that he has now sought a quotation for repair to the kneelers

#### **4. Parish Events**

4.1 Fr Charles Thanksgiving Mass and Party - There would be a retiring collection for Fr Charles on the following Sat/Sunday Masses 11/12 July. Members of the PPC were asked to inform the Collectors ahead of each Mass, and make an announcement at the Masses that Fr Charles is celebrating. The other Priests agreed to announce the retiring collection. It was reported that the Thanksgiving Mass and Party would be on Sunday 9<sup>th</sup> August. Action for PPC

4.2 Day for Ministers of the Word - Sr. Ann Cunningham will be leading us in a workshop for Ministers of the Word on Saturday July 18<sup>th</sup>, starting with tea/coffee after 10am Mass and finishing by 1pm.

4.3 Day for Ministers of the Eucharist - Sr. Anne Walsh will be leading us in a workshop for Ministers of the Eucharist on Saturday July 25<sup>th</sup>, starting with tea/coffee after 10am Mass and finishing by 1pm.

4.4 Proclaim 15 Prayer Vigil

The Proclaim 15 Prayer Vigil organised by Richard Exact and Chris Moran will be held after the 7pm Mass on Friday 10 July.

#### **5. Parish Mission**

5.1 It was reported that most of the key volunteer leads/helpers for the Parish Mission had now been filled.

5.2 The Sion Community had held a third meeting now with the Parish Mission organising group. A date was needed for a Safeguarding Meeting,

5.3 A visual display co-ordinator was still needed.

5.4 The Prayer Cards would be distributed at Masses this weekend.

5.5 A poster has been designed as well as "missed you cards". Also an A5 leaflet will be distributed at Masses explaining what a mission is as a number of people have said they are unsure what the mission would include. The Parish will pay for the cost of the leaflets as well as a Mission programme that will be printed and distributed in advance of the events.

5.6 It has been suggested that the mission should be promoted at the First Communion Parents meeting in the last week of September.

#### **6. Reports from the Strategy Groups**

6.1 Summaries of recent meeting notes from the following Strategy Groups were

circulated prior to the meeting (The J&P summary was provided at the meeting):

- Mission – June 2015
- Youth - 24 June 2015
- Justice & Peace – 18 June 2015
- Parish Friends - 3 June 2015

## 6.2 **Parish Friends - Community Strategy Group**

6.2.1 Notes of the Parish Friends Strategy Group were circulated at the meeting. It was reported that there was a potential problem with people with mobility issues using the Fire Exit from the Parish Meeting room fire exit, as there was a step down from the exit to the surface level of the car park. The PPC discussed whether anything could be done to modify this exit, but it was felt that people with mobility issues would need to be assisted in the case of an emergency exit from the building and the building had recently been approved by planning, building control and was compliant with DDA (Disability Discrimination Act ) legislation, given that there is wheelchair access from the front of the building and into the Church via the parish centre entrance.

## 6.3 **Mission Strategy Group**

6.3.1 Fr Charles will lead a short session after the 10am Mass to help 'unpack' the readings on Saturday 13 June and Saturday 11 July.

6.3.2 The Proclaim 15 Prayer Vigil had been arranged now. Richard agreed to talk to Fr Jimmy about the details of the Programme.

6.3.3 Tim Stevens and the team supporting the life in the spirit seminar 'The Gift' were looking to provide a follow up to the parish mission. The PPC discussed the timing of this. It was suggested that perhaps the best programme would be something like the 'Knowing God Better' CaFE programme might be more accessible to people returning to the Church following the parish mission. It would be important that it begin in the new year but not encroach on the parish Lenten programme.

## 6.4 **Liturgy Strategy Group**

6.4.1 No update so item deferred to the next meeting.

6.5 **Justice and Peace Strategy Group** The PPC noted the written update.

6.5.1 International Day of Peace – Monday 21 September there will be an interfaith gathering in Room 1, 7pm – 10pm. This will be promoted via the bulletin and publicised to encourage a good attendance.

6.5.2 Bidding Prayers – The J&P group have asked the PPC to agree to reinstating prayers for other churches within the bidding prayers. The PPC understood the sentiment and wished to support unity between denominations but also were mindful of the amount of time the prayer of the faithful can take, so asked that this could be a brief prayer. Anne Romain agreed to find the Churches Together list to assist with this. Fr Jimmy asked that all Readers take note that we should Pray to Mary not with her.

Anne  
Romain

6.5.3 J&P group have asked the PPC to consider participating in Sustainable St Albans Week, 21-28 November

6.5.4 On Nov 14th the J&P Strategy Group will be hosting a day on Climate Change and the impact of the Pope's encyclical .The other faith groups who are participating are doing so as a Church so it would be more appropriate if we were to do so as SS A&S.

6.5.5 What would it involve?

The J&P Group supported by the PPC would need to organise something during that week to highlight the importance of the issue prior to the Paris Conference. A short follow up to the Nov 14th day would be suitable.

- a simple prayer service etc

- Nearly 50 groups have already pledged their support
- For more info see [www.sustainablestalbans.wordpress.com](http://www.sustainablestalbans.wordpress.com)
- The week is being co-ordinated by the City & District Council: Transition St Albans and St Albans friends of the Earth.
- It is only in the early stages of planning...many links with! Live Simply

6.6 **Youth Strategy Group** The PPC noted the written update.

6.6.1 Steve Weaver reported that Andy Grundy had given notice that he would be standing down from running the Youth Mass after the September Mass. The YST had discussed this and Dionne Ryder would be looking to recruit some young people from 'the Gathering' Meeting. The PPC were keen that this should continue and asked that the music be as inclusive to all as was possible and hopefully more young people would join Tom and Charlotte in the music.

## 7. Priests Report

7.1 Fr Charles thanked all 3 PPCs that he had worked with during his 9 years in the parish. He encouraged the current PPC to help Fr TJ to prepare well for the Parish Assembly in 2 years, such as setting an early date and have the event well organised. Also he encouraged the PPC to utilise the enthusiasm of all people that had recently been through the RCIA programme and quickly get them involved in Parish life.

7.2 Fr Charles asked that a letter of thanks be written from the PPC to Dominic

Watts who had arranged three new radio microphones to supplement the current two radio microphones, with a new operating manual in the control cabinet and also a dedicated ipad control. Sara Nash agreed to write to Dominic to express the PPC's thanks.

**8. Future Agenda Items – None raised.**

**9. Any Other Business**

9.1 None

**Date of Next Meetings – Please note change of date to accommodate Fr TJ's visit to South Africa**

**Monday 2 Septemebr 2015** (*Deadline for agenda items to be circulated via email to all PPC Members is Friday 28 August 2015*)

**Action for  
All**