

# SS ALBAN AND STEPHEN RC CHURCH

## PARISH PASTORAL COUNCIL

### MINUTES

WEDNESDAY 10 JUNE 2015

**Present:** Fr Charles Sweeney, Fr Tom Hewitt, Sr Anita O’Leary, David Myles (PPC Vice-Chair), Ann Hill, Richard Exact (In the Chair), 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 Jimmy Stubbs, Deacon Steve Pickard, Sara Nash (PPC Chair) and James O’Hare.

#### 2. Minutes 13 May 2015

The Minutes of the 13 May 2015 meeting were agreed as a correct record.

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

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

- Regarding the issue of the Collections down 3% Fr Charles reiterated that through Growing in Faith the Parish would receive a further £70k next year towards the cost of the Parish Centre.
- Regarding the Review of Lent and Easter it was agreed that there should

be a meeting to discuss the liturgy ahead of Lent and then ahead of Easter Week.

- Regarding the Christmas Market Stall, Richard agreed that he would talk to Eric about how the card would be distributed via the Neighbourhood Networks and the Card at the market.
- The Live Simply item would be left as a standing item
- Fr Charles reported that he was still to speak to the Minister from Marshalswick Baptist Church regarding the Mass Centre temporarily holding Masses there whilst the roof at SJF School was being renewed, but the Bishop has said he is favourable to this happening. The last Mass at SJF will be 19/7/15. It was suggested that there should be a donation made to the Marshalswick Baptist Church for their kind hospitality.

Action for  
PPC

#### **4. Priests Report**

- 4.1 Fr Charles reported that the decorating in the Presbytery was nearly completed with just the Carpets to be laid. Half paid by the Parish half by the MSC.
- 4.2 Dominic Watts has arranged three new radio microphones which will supplement the current two radio microphones. There is a new operating manual in the control cabinet and there is also a dedicated ipad control.
- 4.3 There is a lot of changes with the Schools with new Head Teachers, new Teachers and new School Governors required.
- 4.4 The PPC discussed how Fr Charles leaving the Parish should be announced at the Masses and the following week in the Bulletin. Richard Exact thanked Fr Charles for his years of service to the Parish. Fr Charles said he had spoken to Fr Tom Plower about the Parish and said he was keen to keep the wide involvement of Parishioners involved in various ministries and groups in the Parish. 15 August would be the formal date for Fr Charles to leave the Parish and Fr Tom Plower to become the Parish Priest. Fr Charles was asked what his preferred date would be for a thank you party for him. Fr Charles said Saturday 8 August would be the best date for him.

#### **5.1 Parish Events**

- 5.2 There would be a retiring collection for Fr Tom's 40<sup>th</sup> Anniversary on the following Sat/Sunday Masses. Members of the PPC were asked to inform the Collectors ahead of each Mass, with a notice on the Church doors and in the entrance.
- 5.3 It was agreed that there would be a discussion at the July meeting focusing on the Parish Mission.
- 5.4 Proclaim 15 Prayer Vigil

Richard Exact and Chris Moran will be organising a Prayer Vigil for after the 7pm Mass on Friday 10 July. Details were being finalised and would be circulated via the Bulletin.

5.5 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.

5.6 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.

## **6. Parish Mission**

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

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

6.3 A visual display co-ordinator was still needed.

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

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

7.1 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 – 9 June 2015
- Youth - 19 May 2015
- Justice & Peace – 21 May 2015

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

7.2.1 No update so item deferred to the next meeting.

### **7.3 Mission Strategy Group**

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

7.3.2 The Finding Silence weekend at Worth Abbey and the Finding Silence day in the Parish had both gone well.

#### 7.4 **Liturgy Strategy Group**

7.4.1 No update so item deferred to the next meeting.

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

7.5.1 International Day of Peace – Monday 21 September there will be an interfaith gathering in Room 1, 7pm – 10pm.

7.5.2 The J&P Strategy Group asked for a clarification on how the new Parish database would work. This was provide verbally by David at the meeting and Anne Romain would report back to the J&P Group explaining the security of the system.

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

7.6.1 Steve Weaver reported that Andy Grundy had given notice that he would be standing down from running the Youth Mass after the September Mass. This issue would be discussed at a future YST to see how the Youth Masses can continue.

7.6.2 The YST have asked the Mission Strategy Group what is required of them during the Parish Mission so they can plan ahead. Ann Hill is meeting with Sr Anita to discuss this further.

7.6.3 The YST had been asked to consider a teaching programme for Parents regarding the Church's teaching for Young People on relationships. Sr Anita is discussing this with Fr Charles regarding how to respond to this initiative. It was suggested that this should be advertised as a stand-alone session and not linked to Confirmation

**8. Future Agenda Items – Proclaim 15 covered above.**

#### **9. Any Other Business**

9.1 David Edwards raised the issue of the state of the kneelers which are now in need of professional repair/replacement. Fr Charles agreed that some quotations could be sort for this. The PPC briefly discussed whether some chairs could be made available at the sides in the Church for older parishioners.

**Action for**  
Fr Charles

9.2 Fr Tom gave his apologies for the PPC meeting on 8 July.

#### **Date of Next Meetings**

**Wednesday 8 July 2015** (*Deadline for agenda items to be circulated via email to all PPC Members is Monday 5 July 2015*)

**Action for**  
All