

**Minutes of the Pastoral Parish Council Meeting of
St Cuthbert and the First Martyrs of Rome**

held on Wednesday, September 12th 2018 at St Cuthbert's Unity Hall.

Meeting commenced at 5.30 pm

Present: Anne Balson (AB)-Chair, Eileen Boyle (EB), Yvonne Coppin (YC), Roxanna Drake (RD), Mary Gilmartin (MG), Gregory Knowles (GK), James Wierzbicki (JW), Christine Walker (CW) and Jo Geoghegan (JG)-Secretary.

1 Welcome and Opening Prayer

AB welcomed everybody to the meeting and asked Fr. Gregory to lead us in an opening prayer.

2 Apologies for Absence

Pat Featherstone (PF)

Not present: Hermie Davy (HD)

3 Minutes of meeting April 25th 2018

These were accepted as a true record, proposed MG, seconded by YC.

4 Matters Arising

Chordiality Donation

The hymn books are now in the parish office together with music copies; they need stamping and then taken down to SC.

Parish Priest Diary

The samples from another parish were examined. Discussion took place as to whether this is needed on our weekly parish bulletin. It was decided unanimously that the activities are already covered, albeit in a less formal way, in the newsletter, in homilies, from the pulpit and by more personal ways.

Revision of rotas for Readers and Eucharistic Ministers.

Some revision is underway and rotas will be published shortly. Safeguarding procedures plus people leaving the parish will affect the new rotas. GK questioned the need for 3 or 4 Eucharistic Ministers at the 10.30 Mass at FM. It was agreed to revert to 3 ministers on a trial basis (1 at the tabernacle end and 1 in front of the lectern) thus affecting the rota also. It was agreed that the rota should reflect the needs of those who have the combined ministries of reader and minister.

5 Items for the agenda at meetings-anonymity (GK)

Discussion was held about the submission of items for meeting agendas as to what format they should take. Usually before the meeting a notice in the weekly newsletter requesting items for the agenda of the next meeting which should be submitted via the Chair, secretary or other member of the council. In the past a brief explanation of the item and the name of the person/group submitting it and possibly with a proposal has been requested. Sometime people do not want to be identified. It was decided that the format for submission should continue but if anonymity is requested then the item should be brought to GK initially. It was noted that everybody in the parish has a right to submit items for consideration and that they can be submitted to the secretary.

6 Membership of the Parish Council-eligibility

At the meeting in September 2017 there was a full discussion of the original constitution of the PPC. The names of 2 new members have been put forward for eligibility for membership of the council who do not quite fit the original criteria. It was discussed and proposed unanimously that they should be asked to join, being a member of the committee is a ministry in itself.

Action

AB

GK & CH

AB

7 Human Beings and Human Relationships

GK asked us to consider two items for more detailed discussion at the next meeting in January

1. Reaching out to lapsed members of the church in the parish
2. Setting up a 'Parent & Toddler' group. The principle of the idea was discussed and welcomed; it was suggested that there may be grants available. Issues raised were practical concerns-e.g. who would run it and it was agreed its appeal should be universal.

8 Spiritual Life of the Parish

GK listed some examples of events and on-going activities under this heading: First Friday Holy Hour, suggestion of a Novena, Confirmation preparation of candidates, 20 young people, last year's receivers of the sacrament of Reconciliation will make their first Holy Communion this year and a new group will be preparing for Reconciliation. There have been a number of baptisms. Pilgrimage to Walsingham. 4 supply priests covered for Gregory whilst he was on holiday.

9 Property

FM: attention needs to be given to an area of the church hall where henna was spilt, fire safety issues to be attended to, the back staircase needs attention but is not at the top of the list

SC: The heating can be turned on using the timer

Both Churches: the state of the grounds was discussed as the issue had been submitted as an item by many parishioners. The rota mentioned in April did not materialise so the grounds look very unkempt. GK has the name of someone who will come and do a detailed tidy-up. It was stressed in the discussion that it needs to be a regular occurrence not a one-off action. The volunteer group could then fill any gap to get the areas back to a better condition and looking cared-for.

10 November Fayre

This is planned to be held on Sunday 18th November 13th after the 10.30 Mass at FM, setting up will take place on Saturday 17th November.

It was noted at this point that the Inn Churches initiative was planned to take place again this year at FM the week prior to Christmas.

11. A.O.B

- Use of SC-Fr Lorenzo would like to say Mass on Sunday once a month for the Italian Community and to use the Unity Hall afterwards. This would be for a trial period and would be linked to the Diocese sorting out the hall roof the asbestos situation and the repair heating boiler. There needs to be a written agreement. The parish would be consulted on this.

- GK put forward the proposal that the Sunday morning MASS at FM could be brought forward to 10am. It was suggested that the parishioners who normally attend this Mass should be consulted.

- Security issue at FM. When Mass is being said intruders have entered the church unnoticed. It was proposed to erect a noise-warning system.

- The hall booking form needs updating-this should go ahead.

- Finance income review: Parish Current a/c £3K, with Diocese from inheritance £140K & £12½K also in a Diocesan account.

- Social activities: there have been a number of successful events-BBQ, Birdsong and Prosecco, SCFMPs Year 6 Mass & Disco, SC Feast Social (thanks to Tony & Patsy Hanney in GK's absence) and all those who organised and ran the other events. SVP Social in the pipeline.

12. Date & Place for the next Meeting

23rd January 2019 at First Martyrs Church Hall

01st May 2018 at St Cuthbert's Unity Hall

7th July 2018 at First Martyrs Church Hall

Action

All

Property/
Finance
Committee

GK & AB

GK