

STM PARISH PASTORAL COUNCIL MEETING
Minutes 21st April 2010

Meeting opened: 19:34

Attendees

PPC Members: Father Shaun, Kevin Burnham, Neil Dawson (Chair), Kevin Fournier, Joan Kendall, Sue Lester, David Sales, Anne Van-Buiten

Secretary: Sue Morris

1. **Opening prayer:** Father Shaun

2. **Apologies for absence**
Mark Hawkins.

3. **Matters arising**
(The minutes of the previous meeting 27.01.10 were agreed by e-mail.)

70th Anniversary celebrations Mark Hawkins was not at the meeting to advise if his action to let Sandra know the decisions of the PPC. However, it was thought that the action had been completed.
Action: Chair to confirm with Mark.

Gift purchase The Chair has purchased a card and small gift for Angela however it has not been given to her yet.

Ongoing action: Kevin Burnham to present Angela with the gift and card and thank her for her service of opening the church for weekday Masses.

Contact sheet

Action: Secretary to update the contact sheet and circulate again.

4. **Parish**

Update on financial picture in the parish Father Shaun stated that he was satisfied that the outgoings of the Parish were being met by the income at the moment. Three rooms in the Priest's house are in need of redecoration now that they have dried out after the leaks. This will be a specialist job as it includes ceilings.

Action: Secretary to ask the Finance Group for an update before each PPC meeting.

Action: Kevin Burnham to ask his decorating contact to telephone Father Shaun.

Action: Secretary to compose an item for the newsletter about the decorating and e-mail to Father Shaun.

Update on Diocesan project "Living our Faith" Father Shaun handed out copies of the latest diocesan newsletter. STM has exceeded its target of £65K by £4K. Two pledges have yet to be followed up and then the initiative will be concluded within the Parish. Father Shaun thanked everyone involved for their efforts. The Parish has the highest percentage of givers. The Parish will receive 25% of the target amount and 80% of the additional amount. This will be £19.4K and can be drawn down over 5 years. The Parish can also apply for a loan from the fund.

Recruitment of people to share Parish Eucharistic celebration tasks The actions relating to this were completed. Response for most of the ministries was good apart from volunteers to open the church for Masses. Emergency contacts if e.g. Father Shaun was unable to say Mass at short notice were discussed. The setting up of an emergency plan to cover this and other eventualities was discussed. Kevin Burnham volunteered to be the emergency contact. He would then make contact with another priest who would previously have agreed to act as emergency cover. When there is an up to date list of key holders Kevin will be provided with a set of keys.

Action: David Sales to ask Deborah about key holders and arrange for an item to be placed in the newsletter.

Action: Chair to amend the recovery plan he has from his work for Parish needs and to circulate.

5. **Diocesan**

Father Shaun reported that the Bishop is taking pastoral co-ordinators away for training.

6. **Pastoral area**

Responses to the questionnaire circulated by Father Shaun in preparation for the Bishop's visit were

forwarded to Father John Lee so that a Pastoral Area response can be formulated. Father Shaun reported that there has been no exchange of priests for a year.

7. Correspondence

Father Shaun has received a letter from the 1st Holy Communion catechists stating their intention to step down when the current programme is over. The possibility of a joint Pastoral Area programme was discussed.

Action: Chair to write to the 1st Holy Communion catechists thanking them for their service and asking if any of them would be willing to provide short term help to those taking over.

Action: Chair to compile an item for the newsletter asking for volunteers to run the next programme. It is to be stressed that help and guidance will be given.

Action: Father Shaun to raise the possibility of a joint programme at this week's priests meeting.

8. Agreement of date of next meeting and tea preparations

The next meeting will be held on Wednesday 26th May 2010 at 19:30.

Sue Morris will provide refreshments.

9. AOB

Mass times It was reported that the Parish website shows Sunday Mass time as 10.00. It was agreed that when the new notice board is installed that the times of Masses at other churches within the pastoral area will be advertised.

Action: Kevin Fournier to contact the website administrator and ask for it to be changed.

Easter Father Shaun was thanked for his Easter celebrations. Father Shaun thanked the Parish for his Easter gifts.

Resignation The PPC was saddened to hear that Father Shaun has agreed with the Bishop that he will leave the Parish in the first week of September. The role of Parish Priest is a difficult one and has been increasingly difficult since the Parish Administrator post was made redundant. The Chair thanked Father Shaun for all he had done during his time here.

Closure of Meeting: 10.07