Minutes of St Patrick’s Pastoral Parish Council Meeting

Held in St Patrick’s Church at 7:00pm on Wednesday 3 November

In attendance: Canon Paul Douthwaite; Greg Mearman, Chair; Carol Proudlock; Tricia Whitfield; Stella Foody; Pauline Burnside; Pat Middleton; Halina Holman; Jane Smith.

1. Canon Paul opened the meeting with a prayer.
2. Apologies for absence. Apologies were received from Carol Bainbridge and Michelle Dennis.
3. Minutes of the meeting of 20 December 2020. The minutes were approved as a true record. Two amendments were noted to correct names included in the minutes.
4. Matters arising from the minutes. It was agreed that these matters would be discussed under the relevant agenda items.
5. For a Synodal Church. Canon Paul opened this discussion by outlining that rather than being led by a Partnership approach, we would consult with parishioners and forward our views to the Partnership. Having discussed the initiative in general terms it was agreed that:

* A meeting for all parishioners would be arranged providing an opportunity for all to have an input. The meeting to be held after a Wednesday evening Mass in December. The date will be notified by Canon Paul.
* For those unable to attend the meeting we would invite written submissions.
* Prior to both of the above we would include in the Parish Bulletin, a summary for parishioners setting out 3 specific areas on which we require their views.
* At the conclusion of this consultation process a small team would convene to bring parish views together prior to submission to the Partnership in time for the day of reflection on 8 January.

1. Parish New Beginning. Having had so many priests in residence in the parish recent years, Stella sought to clarify the terms of Canon Paul’s. In acknowledging that the absence of a “Parish Priest” can have an unsettling affect on a parish, Canon Paul confirmed that he has been appointed as Parochial Administrator. This reflects that in addition to managing his parish duties he also has his duties within the Ministry of Justice. He advised that he hopes it will be a long term appointment.
2. PPC development. This matter was not discussed in detail, but Canon Paul clarified that he would like to concentrate on establishing the parish on firm footing before looking beyond external matters. It is inevitable that the PPC will be able to support him in his work.
3. Communication without confusion. Stella highlighted the need for all of the separate groups within the parish to undertake their work, keeping in mind the need to maintain a consistent approach that meets guidance from Canon Paul or the PPC. Canon Paul explained that a new “Corporate Style” would be adopted for all parish documents including the bulletin. He was also revamping parish notice boards to ensure that all organisations had an equal opportunity to publicise their information and events. He was also introducing a weekly “surgery” which would enable any parishioner to call him, or meet him in person, during his weekly “surgery hour”. It was agreed that key points from the bulletin would be highlighted by the priest at the end of Mass.
4. Ministry of the sick. Canon Paul identified the need to identify those parishioners who were unable to attend Mass and would welcome a visit from a Priest or a Eucharistic Minister. It was agreed that it would be helpful if someone would take a lead in this matter and an item would be included in a future bulletin seeking volunteers.
5. Ministry Rotas. It was agreed that the bulletin team would manage rotas for Readers and Eucharistic Ministers. Parishioners would be invited to join either or both of these teams and a new group of “Welcomers”.
6. Social Events. Canon Paul suggested that a Christmas Draw event should be arranged to bring parishioners and guests together before Christmas, and to provide some much needed income for the parish. It was agreed that an event would be held at 3:00pm on Saturday 11 December. Mulled wine and refreshments would be served. Pauline agreed to organise the school choir to sing some carols and to explore whether some local “table sellers” would set up to sell their wares. It was agreed that an appeal for raffle prizes, would be published in the bulletin. Carol Proudlock agreed to sell raffle tickets after Masses. She also agreed to collate and wrap presents and publicise the results. Tricia agreed to explore the availability of Santa Claus to appear at the event!
7. Advent arrangements. Arrangements for the Advent wreath were in hand. Pauline agreed to arrange for schoolchildren to light the Advent Candles and for the accompanying prayers to be read.
8. Christmas Arrangements. Canon Paul advised that the services over the Christmas weekend would be held at:

* Christmas Eve, Friday 24 December – Carol Service 4:30 pm; Holy Mass 5:00.
* Christmas Day, Saturday 25 December – Holy Mass 10:00am
* Boxing Day, Sunday 26 December – Holy Mass 10:30am.

14. Date of the next meeting. A meeting to finalise the Christmas Draw event would be held after 6:30pm Mass on Monday 6 December. The next PPC meeting will be held after 6:30pm Mass on Wednesday 26 January 2022. 15. Closing Prayer. Canon Paul closed the meeting at 8:00pm with the Prayer for the Synod.