

**Present:**

Fr. Peter Mansfield, Gerry O'Donnell, Brenda Eydman, Bridget Hanlon, Truda Hobbs, Peter McFall, Bernadette Hallett.

**Chairman:**

Gerry O'Donnell.

**Minutes:**

Bernadette Hallett

**Agenda:**

1. **Welcome** given by Gerry. **Opening Prayer** by Bernadette
2. **Apologies for Absence** received from Michael O'Callaghan, Liz Conway, and Karen Swain.
3. **Minutes and Matters Arising**, no matters arising, minutes accepted.
4. **Organ Fundraising**

Fund raising event to be held on 22nd June in the church and afterwards in the hall. Edward is making a poster and fifty fliers, It is suggested that the entrance should be free but with a collection for donations at the end. This might make it feel more inviting, but we would need to emphasise that this is a fund raising event and there will be an expectation of a donation towards the Organ Fund. After discussion it was felt that we hoped to receive more from donations than an entrance fee, so there was unanimous agreement that we will have a free entry, but make it clear that we need to receive donations towards the Organ Fund. This will be advertised on the poster.

\*Brenda will ask Edward for the poster as an attachment on an email and will then see whether her son is able to help with the printing. She will forward the attachment to Fr. Peter.

\*If we want an A3 poster then Gerry will get this done. We would like to attach a flier to the newsletter.

\*Bernadette offered to cut and staple the posters, but needs a bit of warning in order to organise the time to do this.

\*Fr. Peter will sort out the item for the newsletter.

Posters and fliers need to be up for 26th May. The item needs to be in the newsletter for 17/18th May, (next weekend)

**Organisation:**

The recital will be held after the 6.00pm mass on Saturday 22nd June.

The bar will be open both after the 6.00pm mass before the recital, and again after the recital.

Tea and coffee will be served from the bar.

Nibbles will be available after the recital. Brenda will liaise with Bridget.

Gerry is investigating a 'Just Giving' page, and possibly a 'Virgin Money' page on the internet. We could also set up a text number for donations. The parish website is capable of taking donations but has not been used yet.

Gerry thanked Brenda for her time and efforts into setting up the recital.

## **5. Parish Pastoral Development Group. (PPDG)**

The Parish Sharing Day was held on Sunday 7th April. There was a feedback questionnaire and most of the responses were positive. It was a great event, sociable, lively, had a good buzz to the atmosphere, most people felt this was an event that could be repeated annually.

The event was held in the school holidays which may have affected the attendance from families. The PPDG want to reach out to the parish and to engage with them. It was felt that the event was a wonderful celebration of all that we do in the parish.

The PPDG is now working the priorities as identified. 1. Youth, 2. The Elderly, 3. The Vulnerable. Families are now being added as a fourth group. The PPDG is going to do more detailed research and questioning regarding the needs and priorities. To move forward they need to have a dedicated meeting per priority area to discuss and to come up with a plan for the next steps and a way forward.

## **6. The Parish Pastoral Council. (PPC)**

Now that we have an agreed Constitution we can formally sign off the document and adopt this Constitution for the future.

\*Gerry will prepare a notice for the newsletter to inform people.

\*Bernadette will display a copy of the Constitution in the church hall along with the Minutes, and will also put a copy in the file of the Minutes.

We now officially have 3 vacancies for the PPC. To stand for election to the PPC a candidate will need have 4 people to nominate them.

A previous discussion looked at the priorities of the Parish, eg Youth, The Elderly, and The Vulnerable, but at the moment we have no-one to give this responsibility to. It is hoped that PPC members both new and existing would be able to take on responsibility for one of the four identified areas. Additional focus also needs to be given to fund-raising, with school communications, and on-line and digital issues. One final priority could be the spirituality of the parish.

\*Gerry will prepare an item for the newsletter to advise the Parish of forthcoming vacancies on the PPC. This will clarify the number of vacancies, and the process of nominations for membership.

The new constitution is now formally adopted. It becomes effective in respect of the duration of terms of office on Council (eg Chairman, Vice Chairman, Secretary) from the date of adoption. However the terms of length of service are retrospective. The present council was formed in February 2016.

## **7. Priest's Notices**

Fr. Peter has been approached by a small film company who would like to use our Church roof for some filming. Fr. Peter has referred them to the Health and Safety contractors. Our insurance does not cover them so they would need to organise their own cover. Denis O'Donnell is willing to supervise at the filming sessions.

\*Fr. Peter will refer the company to Gerry to discuss the fee and finance.

The Union of Catholic Mothers (UCM) have sent an email to Fr. Peter to ask whether our Parish would be interested in setting up a group here in our Parish.

\*Fr. Peter will put an item in the newsletter and see what response he gets.

## 8. Finance

Peter McFall stated that the Finance Committee will be meeting next week. He provided an interim Parish Balance sheet for the PPC to look at. Gerry proposed that the Budget Report needs to be looked at in more detail and therefore we need to allocate a proper amount of time for this. Peter McFall will send out an updated Balance sheet before the next meeting for people to look at in more detail.

What are our priorities? What is the response from the Finance Committee? What support would they like or do they need from the PPC?

## 9. Communication to the Parish

\*Gerry will prepare an item about the meeting for the newsletter and website.

\*Fr. Peter will put an item in the newsletter re the organ recital.

\*Gerry will prepare an item for the newsletter to explain about the vacancies on the PPC, and the process of being nominated to the PPC.

\*Fr. Peter will put an item in the newsletter and see what response he gets to the idea of setting up a UCM group here.

## 10. AOB

Parish trip to Eastbourne.

Previous trips have taken place in May or June, but Brenda had not planned a trip for this year. However, it seems that many people are now asking about it and Brenda has started to investigate organising a trip for this year. Unfortunately coach companies are completely booked up for the summer term. Suggestion was made that Brenda look at late August, or early September when schools are back but before they have started to organise outings and the weather is still good. Coach quotes for the summer term also seem to be a lot more expensive.

\*Brenda will research coach availability and prices for early September.

Parish Fete.

One way that we advertise the fete is with estate agents boards for homes. We still need 7 volunteers to display these boards. Four PPC members agreed to display these boards:

Fr. Peter, Truda, Gerry, and Bernadette.

\*Bridget offered to recruit 3 more volunteers.

**Closing Prayer** was said by Fr. Peter who gave thanks for the life of Colin Hadley who died earlier this week, and prayed for Suzanne and his family. He prayed for eternal rest for Colin and for all who have died.

## **Date of Next Meeting:**

Date: Tuesday 16th July

Time: 7.30pm

Place: The Presbytery, Portnalls Road.