

Present:

Fr. Peter Mansfield, Gerry O'Donnell, Sue Carr, Penne Hutton, Liz Conway, Brenda Eydman, Bernadette Hallett, Bridget Hanlon, Truda Hobbs, Peter McFall, Karen Swain.

Absent:

Pauline D'Mello-Maplesden

Minutes:

Bernadette Hallett

Agenda:

1. **Welcome** given by Gerry, with special welcome to Fr. Peter.
Opening Prayer by Bridget.
2. **Apologies for Absence** - none received.
3. **Minutes and Matters Arising**

"Thank you" lunch for priests who have supported the parish during Fr. Peter's absence.

Date: Shrove Tuesday, 25th February. Time: 12.30 / 1.00pm.

Bridget will do the catering, offers of support from Brenda and Liz. Fr. Peter will draw up a list of names of priests who have helped us out and will send to Gerry for Gerry, as Chairman, to send out the invitations to the priests. A few other people who we would like to thank will be included, eg. Liz Moore, Millie from the office.

4. PPC Membership

According to our Constitution the 4 year term of office will come to an end in February several members are affected. These members may serve a second term of office if they chose to be nominated and elected (if necessary), The parish have already been notified about this through the newsletter..

We need a notice to go on the noticeboard in the church, and a notification in the newsletter. Need to give 4 weeks notice. An item will go in the newsletter this weekend - 19th January, - and the notice will be displayed on the noticeboard after that taking us to 16th February. Gerry as Chair, Brenda as Vice Chair, and Bernadette as Secretary continue in their roles. Fr. Peter reminded people that there are parishioners who would be good committee members but may not be well known. How do we encourage people to come forward for nomination? If we get to election stage we could ask the candidates to produce a resumé for display as we did when the Parish Council was set up.

*Gerry will publish a list of PPC members and their areas of responsibility for the Committee members.

*Gerry will write an item for the newsletter which will go in for 3 weeks, and put a notice on the noticeboard which will be on display for 4 weeks.

5. PPC Priorities

Gerry has produced a document that holds all the updated information and which he will update regularly.

i) Youth; Penne and Pauline.

Penne reported back to the group that the Youth group socials will be starting again in February. They are fund raising through January but the Youth have yet to decide on their charity. They have opened up to the younger age group and hold two groups, and now have around 20 members in total. They will be running two groups but need more adult volunteers. The Youth mass went well with lots of involvement by the youth and Gerry expressed his appreciation that the 6.00pm mass was chosen for a change.

The SMART TV has been purchased and is ready to assemble. It will be stored in the Floating Shelter cupboard. There will be a social event on 31st January so the Youth Group would like the Task Force could assemble the TV prior to that. Broadband is now available in the church hall.

* Gerry will contact the Task Force to ask them to assemble the TV.

* Gerry will ask the Premises Team about a lockable cupboard.

ii) The Elderly; Brenda, Liz, Bridget.

Brenda is concerned regarding communication. eg. one person from the Lunch Club has gone in to a home. It is difficult to identify who needs help or support. Liz Moore and Fr. Peter would be a good point of reference. There is a need, but how to identify people? Difficulty in trying to find people who will commit to volunteering and commitment. Brenda, Liz and Bridget will meet to discuss a way forward and will possibly advertise in the newsletter. There is a lot of support that already happens but is not recognised. Also, people are reluctant to ask for help. Fr. Peter needs a list of volunteers who he could turn to to ask for help, home visits, lifts, etc. Volunteers will need to have DBS checks, and will need insurance.

Liz has spoken to Frank. The SVP hope to advertise soon in the newsletter for more volunteers. Those responsible for the Elderly will need to liaise with the SVP.

* Brenda, Liz, and Bridget will compile a list of names of drivers for weekend masses.

iii) Bereavement focus group; Bernadette, Sue, Bridget.

The group have met to discuss Bereavement support and how to approach developing this in the parish. They have produced a working document. Initial research found some useful websites, and particularly recommend the Portsmouth Diocese example of a Handbook for setting up a Bereavement and Loss Support group. They have made contact with local churches to investigate current good practice in locally, and Bernadette has met with two representatives from St. John's in Old Coulsdon who have a very good, active Bereavement Support group. They also kindly provided a sample folder of paperwork for our reference. They looked at some local support agencies that are currently available and provided contact details. There are also two separate weekends and a one day retreat being held at Aylesford Priory during the coming year. They identified a number of ways in which bereavement may be experienced apart from the loss of a partner, and some of the hidden losses that some people may experience.

They looked at ways in which we could possibly look at offering support within our parish.

We need to look at the possibility of setting up a Support Group, and to find out whether there is anyone interested in becoming a member of a team bearing in mind this needs to be a long term commitment and is a highly sensitive area so needs people with sensitivity, good listening skills, and a willingness to be trained. They would like to make a start on putting together a leaflet with contact details of local services in relation to what to do following a death.

Fr Peter said that Rowland Bros offer a good counselling support service for people who have been bereaved.

*Bernadette, Bridget and Sue plan to meet up soon to look at the next step. Following that they will then meet with Fr. Peter to discuss next steps.

iv) Young Families; Peter McF, Karen.

Peter reported back to the group. They have been considering producing a Welcome Pack for new families to the parish. They are looking at the question of how to identify newcomers. The Welcoming Team have an important role when welcoming people to the church before mass.

Fr. Peter has forms for new parishioners to fill in so he knows who is new to the parish. As Karen works at the school she thinks she will be able to contact people there and hopes to establish good relationships there. They will contact other local RC churches to see if they have welcome packs. The website could also be used to reach out to newcomers.

Churches Together in Coulsdon are putting an advert in the CR5 magazine about ??

Gerry made the point that it is up to us as Committee members to lead by example, to be friendly and welcoming, and to help us all to ensure that we are a welcoming parish.

6. Parish Pastoral Development Group

Gerry will contact the original members of the group to update them on what is being done by the PPC, and to invite them to consider joining with the PPC to support further developments.

* Gerry to email members of the PPDG.

7. Communication to the Parish

Gerry will put a notice in the newsletter about this meeting. He will also mention the upcoming PPC vacancies to see if we can encourage some people to come forward.

8. AOB

Peter McF reported back about the Parish finances. The financial year ended on 31st December, and we have a healthy surplus, well over forecast. The budget prediction was £6,600, but we have a surplus of around £20,000. This is as a result of the Blood Donors returning to use the hall, and the Doctor's Practice who have paid double this year as they did not make a payment last year for use of the car park. The Social Club have generated a higher income this past year.

Expenditure over the year has been lower than expected. We are now in a much healthier position than at the beginning of the year. The Finance Committee meet at the end of the month, they will submit their finance report to the Diocese, and then submit it to the PPC.

A request was made that we could use some money to purchase some games for the Social Club use.

* Gerry will put out an appeal for unwanted games, in good condition, to be donated for Social Club use.

The Organ Fund stands as having raised £3,314 out of the needed £4,500, so we still need to raise just over a further £1,000. This needs to be discussed at the next meeting.

* Fund raising for the organ to be added to the next agenda.

Penne has met with Faiths Together in Croydon. They have lost their funding. She has attended a variety of events and will be attending a knife crime seminar. She will put a flier in the newsletter.

Karen and Peter McF are having a Sunday lunch with the servers to thank them for their commitment to serving at mass. There are about 26 servers. She will put an item in the newsletter to inform the parish. Possibly look at getting a few photos of the event to also put on the website, but will need to ensure that they have the correct permission.

Volunteer to prepare Opening Prayer: Peter McFall

Closing Prayer by Fr. Peter.

Date of Next Meeting:

Date: Thursday 5th March

Time: 7.30pm

Place: The Marian Room