

Sacred Heart and St Antony's Joint Parishes Pastoral Council
Minutes of Meeting
Sunday 10th March 2013

Present: Sacred Heart

Mgr Bernard Massey, Frank Tothill (Chair), Jane Dyer (Minutes), Christine Cronin, David Gabriel, Roger Mason, Jacek Miotla, Gill Preisner.

St Antony's, Henbury

Petronella Mason, Bernard Thomas.

1 Opening prayer

Mgr Bernard opened the meeting with prayers including a Hail Mary.

2 Congratulations to Mgr Bernard

Frank offered congratulations to Mgr Bernard on his recent appointment as an Honorary Prelate.

3 Welcome to new member – Christine Cronin

Frank welcomed Christine Cronin to the PPC.

4 Apologies for absence

Sue King, Chris Menzies.

5 Appointment of Chairman and Secretary

Frank was re-elected as Chairman and Jane as Secretary.

6 Organisation of PPC

It was agreed:

- The activities of the PPC should be guided by its Mission Statement
- Priorities for the year should be agreed at the first meeting after the AGM – ideally these should have come from parishioners
- The PPC should maintain effective contact with other groups in the parish, such as Little Church, CAFOD, UCM, St Wulstan's Lunch Club
- Formation and development of new groups (working groups) to be encouraged covering

***liturgy – adult faith formation – teenage activities – social activities –
help for those who want it – St Antony's***

- Each working group to have a specific person responsible for contact with the Parish Priest and the PPC
- Working groups to meet as often as necessary and submit reports to the quarterly PPC meetings
- Ideally at least 2 new PPC members should join each year

Working Groups – it was agreed to set these up as follows:

Liturgy to look at all aspects of liturgical planning: Mgr Bernard, Gill, Jacek, Jane

Adult faith formation: David, Christine Cronin, Petronella

Social activities: Gill

St Antony's: Bernard, Petronella – Bernard advised that he has organised a parishioners meeting to discuss various matters (it was noted that the two parishes remain separate financially)

It was agreed to discuss the needs of '*teenage activities*' and '*help for those who want it*' at a later meeting.

7 AGM review

Although successful as an exercise in meeting the Bishop and building community, the event did not follow conventional format. It was agreed that in future:

- Detailed arrangements for the AGM should be put in place in good time, including the format of the meeting and the agenda
- Parishioners should be invited to submit items for the agenda and to suggest priorities for the PPC well in advance
- Responsibilities to be allocated for:
 - a) Obtaining/collating reports covering all parish organisations
 - b) Preparing the accounts
 - c) Printing of minutes/reports/accounts
 - d) Distributing same in advance of the meeting
 - e) Organising refreshments
 - f) Preparing hall
 - g) Counting attendees
- Meeting to be chaired by the Parish Priest (not the PPC chairman)
- Meeting to agree new members/minutes of previous meeting/accounts

The Minutes of the AGM held on 3rd February 2013 had been circulated to PPC members who were asked to contact the secretary if they had any queries.

It was agreed to set a date for the AGM 2014 and dates of 30th March or 6th April were proposed – Jane to contact Chris Torpy reference availability of Newman Hall. **Action: Jane**

8 Minutes of previous meeting held 20th January 2013

These were accepted and signed as a true record.

9 Matters arising

There were no matters arising.

10 Lenten activities

Stations of the Cross – it was noted that while Stations of the Cross was being held at St Antony's on Thursdays during Lent, nothing had been arranged for the Sacred Heart. It was therefore agreed to hold this service at the Sacred Heart on Wednesday 20th March at 7 pm and on Maundy Thursday at 9.15 am. Notice to be put in the newsletter. **Action: Jane**

Reconciliation Service – it was noted that no deanery service had been arranged. It was therefore agreed to hold a Reconciliation Service with Exposition of the Blessed Sacrament on Friday 22nd March at 7 pm at the Sacred Heart. Notice to be put in the newsletter.

Action: Jane

11 Easter liturgies

<i>Maundy Thursday</i> -	7.30 pm	St Antony's
<i>Good Friday</i> -	3.00 pm	Sacred Heart
<i>Easter Vigil</i> -	8.30 pm	Sacred Heart
<i>Easter Day</i> -	9.15 am	Sacred Heart
<i>Easter Day</i> -	11.15 am	St Antony's

Details of all services were discussed and responsibilities for the various rotas were noted:

- Readers **Stewart Craddy**
- Eucharistic Ministers **Roger**
- Servers **Frank**
- Services at St Antony's **Frank/Bernard/Petronella**

12 Post Easter activities

Pilgrimage – it was agreed to ask parishioners for ideas for a pilgrimage. Notice to be put in the newsletter.

Action: Gill

Summer Family Event – it was decided not to hold a Summer Family Event this year. However, it was agreed to ask Little Church if they would like an event around the time of Mgr Bernard's Jubilee celebrations in July.

Action: Jacek

Faith Talks – it was decided not to hold further CaFE courses for the time being. However, it was noted that David Culley had offered to hold his four talks on the Vatican II documents in the autumn: Frank to contact David regarding convenient dates.

Action: Frank

Mgr Bernard's Jubilee Celebrations

- Arranged for Tuesday evening 2nd July commencing with Mass
- Newman Hall had been booked and catering arrangements were in hand – **Gill to liaise with Mgr Bernard**
- Liturgy to be co-ordinated – **Frank and Jane to liaise with Mgr Bernard**

13 Excessive noise and disturbance during 11.15 am Mass

Concerns had been raised over this and after discussion it was decided:

- To put a notice in the newsletter with requests and suggestions **Action: Frank**
- To ask for volunteers to run a Children's Liturgy at this Mass **Action: Frank**

14 Proposed alterations to the Sacred Heart Church

Concerns and reservations about the proposed alterations and the financial implications had been raised by parishioners and these were communicated to the meeting.

Mgr Bernard assured the meeting that these alterations will not put the parish into debt as there are enough funds to cover costs and still leave funds over.

It was noted that the Diocesan Finance Office has requested that the parish demonstrate how they can raise some of the money and this is the £10,000 that the parish has been asked to raise.

Sanctuary/Lady Chapel

Mgr Bernard outlined the problems with the existing layout and the benefits that will come from the changes. These include:

- The steps are of differing heights making them hazardous
- Lighting needs changing – at present the church is brighter than the sanctuary
- Tabernacle is too high
- Altar is too small and too low

Mgr Bernard agreed to explain to parishioners the reasons for the proposed alterations and outline the benefits. **Action: Mgr Bernard**

Narthex

Mgr Bernard outlined his wish for this area to be brighter and more welcoming: it was suggested that it may be possible to achieve this by just having glass doors and windows (rather than the whole wall in glass) at less cost. Mgr Bernard agreed to consult the structural engineer on this. **Action: Mgr Bernard**

Damp

Mgr Bernard advised that a dehumidifier is in place to deal with this problem and dry out the brickwork.

15 Any Other Business

My Funeral Mass document – The UCM had asked the PPC to consider whether this should be made available to parishioners. After discussion, it was decided not to adopt this idea; but it was suggested that the UCM could purchase copies for their members.

Jane to refer this back to the UCM

Newsletter – Feedback from parishioners was that the new format was too fussy and too broken up: it was suggested that perhaps there could be a little less variety. These comments were noted.

Funerals – A request was made that Mass service sheets be made available at funeral services to aid non-Catholics attending: this was noted.

Garden of Remembrance – Mgr Bernard advised of a future ‘Garden of Remembrance’ project which would be self-financing.

16 Date of next Meeting

Sunday 21st April at 7.30 pm at the Sacred Heart.

17 Closing Prayer

Mgr Bernard closed the meeting with prayers including the Glory Be.