



**ST. EDMUND CAMPION CHURCH
MAIDENHEAD**

**MINUTES of meeting of Parish Pastoral Council
on 1st May 2018 at 8.00pm in the Parish Centre**

Present:

Liam Mifsud (Chair)	Shirley Forde (9.30 Mass Rep)
Fr Liam Cummins	Jayne Mullen (Liturgy)
Pam Cullinane (6.15 Mass Rep)	Greg O'Brien (9.30 Music)
Patryk Debicki (Alpha/Friday group)	Anna Pardoe (11.15 Mass Rep)
Rob Dukes (Chair of Finance)	Gillian Hollingbery (Minutes)

1. Opening Prayer

Fr Liam opened the meeting in prayer at 8.05pm.

2. Apologies for Absence

Angela DeSouza, Tricia Opalko.

3. Declaration of Any Other Business

The following item of other business was declared:

- Art exhibition (Fr Liam)

4. Minutes of Last Meeting

The minutes of the meeting held on 16th January 2018 were accepted as a true record and were signed.

5. Matters Arising

a. Welcome Pack

This was going very well. It was being overseen by a committee of five. They had agreed the wording and Rod Morrod was taking photos. They would be meeting again next month. The welcome pack was 80% complete. It was anticipated that it would go to the printers in August and be ready by September.

b. Art works

There was no intention to remove any existing art works.

c. Social for older people (feedback)

A small number had attended the first two teas but it had been successful for those who came. The food is gorgeous. It needs to gain momentum. It was suggested that personal invitations to the housebound be made. Anna would find out if there was a list generated during the Parish Mission. Fr Liam would mention the tea at the next CTIM meeting so that it could be advertised to the other churches.

Parish pastoral development

6. Gallup results

Fr Liam distributed a [summary of the priorities](#) the parish had agreed to work on as a response to the Gallup results. He went through it explaining each item. Anna had sent feedback to Mark Horgan of the Diocese to show how the Parish is moving forward. Finance would be made available for Parish development. The three areas being covered are Community, Prayer & Spirituality, and Mission Outreach.

Preparation for Confirmation would begin in January 2019, with training for the catechists in June.

Anna commented that there was nothing for youth post-Confirmation. Fr Liam said that there would be an event called Flame on 29th September; he hoped that things would progress from that.

Liam said that there had been talk of having a youth worker for the Pastoral Area. Fr Liam would raise that at the next Pastoral Area meeting.

Shirley suggested asking the youth to pick the fruit on her allotment to be sold for charity. This would be members of the Communion & Liberation Group together with Parish members, i.e. age 17+. This met with approval.

Fr Liam mentioned the Pastoral Area pilgrimage to France from 11th to 16th August.

Parish ongoing activities

7. Action Points from Last Meeting

Action points from the last meeting were checked.

	Actions from previous meeting	Responsible person	Status
1	Tell Pavol of any maintenance work required	All	See below
2	Get display racks / noticeboards	Fr L	Ongoing
3	Set up subcommittee for welcome pack	Fr L	Complete
4	Get volunteer catechists for RCIA	Fr L	Complete
5	Trial of extra Masses during Lent (Wednesdays, 7.30pm)	Fr Liam	See below
6	Talk to Mike Quinn about having registration form on website	Fr Liam	Ongoing
7	Talk to Mike Quinn to do trial run of projecting notices	Fr Liam	See below
8	Find out how to tie website form to PAMIS	Gillian	See below
9	Get keys for liturgy committee	Gillian	Complete
10	Order 50 hymn books	Gillian	See below
11	Tell Angela if needing candles, etc.	Jayne	Complete
12	Print photos for Pam	Liam M	See below
13	Check out projecting words of hymns/songs at 11.15 Mass	Liam M	See below
14	Invite Mission helpers to Gallup meeting	Liam M	Complete

	Actions from previous meeting	Responsible person	Status
15	Make template for projecting notices	Patryk	See below
16	Poor box – arrange for one to be put in the Porch as a trial	Patryk	See below
17	Look at heating timer in Parish Centre	Rob	Complete

Comments were made as follows:

- 1. Gillian had bought a book in which maintenance issues could be written. It was kept by the serving hatch in the Parish Centre. Pavol would be monitoring it.
- 5. Fr Liam decided not to do this.
- 7. Mike had displayed some notices. See #15.
- 8. Waiting on #6.
- 10. Dependent on #13. If words were projected, extra hymn books would not be required.
- 12. Liam had printed the photos. He would give them to Pam at the weekend.
- 13. James McWalter projected the words once a month. There was no-one else available for the other Sundays. Patryk said that his son could write an app for projecting songs. It was possible to get a “soft” copy of the words in the hymn book. Gillian mentioned the copyright licence and the need to report when songs are projected. Patryk said that he could include generating a list to be passed to Greg who was overseeing the reporting.
- 15. Patryk was developing something with animations and pictures to catch people’s attention.
- 16. Patryk’s wife Agnieszka had suggested this. She had not yet found one that she liked. Ongoing.

8. Finance and Property

a. Finance

Rob said that Reena had stepped down from the Parish Treasurer role. Fr Liam had found two possible replacements, both chartered accountants. He had invited them both to the next Finance meeting.

b. Property

Rob was waiting for the builders to do a couple of final “snagging” items. The retention of 2½% to be paid to the architect, Neil Barr, was still outstanding. Mark Czoch of the Diocese was overseeing this. Neil had not responded to Rob’s email.

c. Fiesta

This had been postponed to September. It would be a party in the school, purely social.

9. Sanctuary area

Fr Liam said that the area needed refurbishment, but there were not enough finances at the moment. The Bishop wanted the tabernacle moved to the centre, but there were logistical problems. Some ideas were in development.

10. Liturgy Committee

Jayne said that the Easter services were very inspiring and well attended. The DVD that was shown at both Masses on Palm Sunday had been well received. The two hospitality events were well supported; these were hot cross buns after the Good Friday liturgy, and food after the Easter Vigil on Saturday evening. Next year, they were considering dramatizing the Passion.

11. Mass Rep Reports

- 6.15 Mass Nothing to report.

- 9.30 Mass There had been complaints about the difficulty of parking, especially on weekdays but also at the Sunday 9.30 Mass. Mention was made of the shrubbery overhanging the end spaces. Gillian said that she had asked the gardener to trim this back. Rob would look at it to see if more could be done. A certain amount would need to be kept to maintain the neighbours' privacy. Something was also needed to stop people parking on the grass and spoiling it, e.g. concrete bollards. Rob would talk to the school about what could be done. Fr Liam had already offered to give up the place reserved for "Priest" and it was agreed this should be changed to a Disabled parking bay.

- 11.15 Mass Nothing to report.

12. Great Park Evangelisation Strategy Team

Fr Liam had been to a meeting the previous week. The clergy had attended, plus lay reps from each Parish. St Edmund Campion had been represented by Laura Bigoni.

It had been decided to offer training for Confirmation catechists. They also discussed Flame. Minutes would be produced in due course.

Closing items

13. Any Other Business

a. Art Exhibition

A friend of Jonathan Holder, a fellow Catenian who was a good artist, would like to put on an exhibition of artwork based on gospel stories. This was agreed.

b. Eucharistic Ministers rota

People had been invited to contact Liam if they wanted to remain on the rota, as several had left the Parish. Following recent training, there were some new people, and others had asked to be added. Liam would publish a rota shortly.

c. PPC

Liam had tendered his resignation. Fr Liam had the names of several people who could be added to the PPC. He asked about the constitution, and the process for voting, but it appeared that there was none. He would ask the Diocese about it.

Fr Liam thanked Liam for his input to the PPC. Liam thanked the PPC for their support.

14. Date of Next Meeting

The next full meeting would be in September 2018, but there would be an interim meeting on Monday 30th July 2018.

15. Closing Prayer

Liam closed the meeting with prayer at 9.05pm, and the Lord's Prayer was said.

Signed:

Date:

**ACTION from meeting of Parish Pastoral Council
on 1st May 2018**

	Action required	Person responsible
1	Find list of housebound from Parish mission	Anna
2	Get display racks / noticeboards	Fr Liam
3	Talk to Mike Quinn about having registration form on website	Fr Liam
4	Advertise Sunday tea through CTIM	Fr Liam
5	Pastoral Area youth worker	Fr Liam
6	Arrange art exhibition	Fr Liam
7	PPC constitution	Fr Liam
8	Find out how to tie website form to PAMIS – waiting on #3	Gillian
9	Order 50 hymn books – dependant on #13	Gillian
10	Give photos to Pam	Liam M
11	Make template for projecting notices	Patryk
12	Poor box – arrange for one to be put in the Porch as a trial	Patryk
13	App for projecting song words	Patryk
14	Parking – look at shrubbery	Rob
15	Parking – talk to school about parking on grass	Rob
16	Youth picking fruit	Shirley
17	Parking bay – change “Priest” to “Disabled”	To Finance Committee