



**ST. EDMUND CAMPION CHURCH
MAIDENHEAD**

**MINUTES of meeting of Parish Pastoral Council
on 6th June 2017 at 8.00pm in the Parish Centre**

Present:

Liam Mifsud (Chair)	Shirley Forde (9.30 Mass Rep)
Fr José Clavería (Fr Pepe)	Anna Pardoe (11.15 Mass Rep)
Pam Cullinane (6.15 Mass Rep)	Gillian Hollingbery (Minutes)
Angela DeSouza (Sacristans)	

1. Opening Prayer and formation

Fr Pepe opened the meeting in prayer at 8.05pm. This would be his last PPC Meeting at St Edmund Campion.

2. Apologies for Absence

Rob Dukes, Jayne Mullen, Tricia Opalko.

3. Declaration of Any Other Business

No other business was declared.

4. Minutes of Last Meeting

The minutes of the meeting held on 25th April 2017 were accepted as a true record and were signed.

5. Matters Arising

a. Silver Anniversary

Fr Pepe was very happy to see so many people. He said it was good for the community, and an opportunity for people from the different Masses to mix. Liam would get copies of the photos that were taken, to be displayed at the Mission party. Fr Pepe was impressed with the certificate from the Pope. He thanked all the people who organised the event.

Parish pastoral development

6. Parish life update

a. Called and Gifted

Fr Pepe said that a new group was taking the last step of the process.

b. Confirmation

Fr Pepe said that 20 candidates from St Edmund Campion were confirmed at Portsmouth Cathedral on Sunday 4th June, and 90 from the whole Pastoral Area. It went very well with good feedback. Following on from this, there would be a student event during the Mission and also a weekend away in July.

One candidate was not able to go to Portsmouth, for health reasons, so Fr Pepe had permission from the Bishop to confirm her during the Mission Student Mass.

7. Sion Community Mission 2017

The programme of events had been circulated to most of the parishioners. Fr Pepe described what would take place. The first week was for visiting people in their homes, while others prayed. The second week would start with the Youth Mass. On Sunday afternoon there would be a service for all who serve in the Parish. From Tuesday there would be Early Bird Masses and evening services each weekday, with a Reconciliation Service on the Wednesday. On Friday evening there would be a Q&A event for people to ask questions of the priests. There would also be a Mass for the sick and housebound. Fr Pepe asked the committee to consider who could be invited to this. Paula Thomas was arranging a lunch for them. On Saturday evening there would be a pot luck dinner; this would be combined with a farewell to Fr Pepe.

8. Fr Pepe departure & transition arrangements to new priest

Fr Pepe said that the Bishop was interviewing priests. Whoever was appointed would be expected to continue the work of the last four years.

Fr Pepe was asked about the Student Youth. He said that the young people run it themselves and could continue if the new priest was supportive.

Fr Pepe had asked the Bishop if the name of the new priest could be announced before the Mission so that he could be involved. The Bishop had said only if the appointment had been confirmed by then. The standard practice is that an announcement is made on 29th June, St Peter and St Paul, of all new appointments in the Diocese, and new priests take up their places on 1st September.

As far as the handover is concerned, Fr Pepe would make an initial contact with the new priest to tell him about the Parish. The priest would then meet Gillian and then the rest of the Parish.

Fr Pepe would leave at the beginning of August. He had arranged supply for the month. This would give him time to arrange his move, have a holiday and then settle into the school in Milan. His last Masses at St Edmund Campion would be 29th/30th July.

It was most likely that the new priest would live at 2 Altwood Gate, next to the church. The Bishop had seen the house and approved of it.

9. Gallup results

Anna gave an outline of the next steps from a guide issued by the Gallup organisation which she would circulate. The first step is to analyse the data to find out what parishioners want. Fr Pepe explained the process of people being introduced to a Parish, describing it as a pyramid. First they need to know what they can expect and get, then how they can give. Eventually some will be happy to have formation. He suggested that the Mission visiting teams take some Welcome Packs with them to give to anyone interested.

It was agreed to make a start on analysing the Gallup results after the Mission. Some people would be needed to work on that, and it was suggested that the Mission Team Leaders could be asked. They would be having a follow-up meeting on 13th July; they would be asked then.

Anna and Liam would fix a date for people to meet and do the analysis. This would be made available for the new priest who could then take the following steps.

10. Parish ongoing activities

11. Action Points from Last Meeting

Action points from the last meeting were checked.

	Actions from previous meeting	Responsible person	Status
1	Speak to George Alcorn re issue underneath hand dryer in ladies' toilet	Angela	See below
2	Analyse Gallup survey results	Fr Pepe and PPC	Complete
3	Top up Lenten Project to £5,000	Gillian	See below
4	Note in bulletin re food in church	Gillian	Complete
5	Put letting policy into writing	Gillian / Finance	See below
6	Ask Patryk for written instructions for projector	Liam	See below
7	Get quote for supplying electricity to lights at base of cross	Rob	See below
8	Send school mission info to Anna	Tricia	Complete

Comments were made as follows:

- 1. George had spoken to the architect and it had been agreed that we would arrange for something to be put on the wall. Referred to Finance.
- 3. Gillian had asked the Diocese to transfer £2,500 to the charity in Madrid, and she would send £2,500 to Alexander Devine Children's Hospice.
- 5. Referred to Finance.
- 6. Anna said that her husband had been involved in the installation of the projector. She would ask him if he could produce some instructions.
- 7. Referred to Finance.

12. Finance and Property

The next meeting would be on 27th June. There was no report.

13. Parish Centre Refurbishment update

The refurbishment was complete apart from the "snagging". Referred to Finance.

14. Liturgy Committee

Fr Pepe said that the committee had done a great job with the Easter liturgy. He said that there were now two committees, one of which had responsibility for the Easter and Christmas liturgy and the other for the sacristy. He was grateful to them for their work.

15. Mass Rep Reports

- 6.15 Mass Nothing to report.

- 9.30 Mass Shirley had received comments that the Silver Jubilee party had been very good.
She said that one parishioner had tripped over the edging of the path at the front of the church and had hurt herself. This would be referred to Rob.

- 11.15 Mass Fr Pepe said that more people were involved in the music. There were also more readers, ministers and altar servers. Pam said that she had recently attended the 11.15 Mass and had found it a lovely service.

16. Great Park Evangelisation Strategy Team

No report.

Closing items

17. Any Other Business

None.

18. Date of Next Meeting

Tuesday 12th September 2017, to be confirmed by the new priest.

19. Closing Prayer

Fr Pepe closed the meeting with prayer at 9.05pm.

Signed:

Date:

**ACTION from meeting of Parish Pastoral Council
on 6th June 2017**

	Action required	Person responsible
1	Consider who to invite to Mission Mass for sick and housebound	All
2	Circulate Gallup guide	Anna
3	Written instructions for projector	Anna
4	Get photos from Silver Jubilee party	Liam
5	Suggest Mission visiting teams take Welcome Pack	Liam
6	Analyse Gallup survey results, involve Mission Team Leaders	Liam / Anna

Referred to Finance Committee

	Action required
1	Wall underneath hand dryers in toilets
2	Put letting policy into writing
3	Get quote for supplying electricity to lights at base of cross
4	Refurbishment “snagging”
5	Tripping hazard on footpath at front of church