**SUMMARY OF THE PARISH PASTORAL COUNCIL MEETING HELD ON 10TH FEBRUARY 2015**

**Present: Aplogies:**

Fr. Shaun Church Fr. Mark Walker

Ewan Smith

Geraldine Page

Mary Fagan

Robert Gibson

Liz Townsend

Allyson O Grady

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| Ewan welcomed everyone to the meeting. Fr. Shaun led the Parish Pastoral Council (PPC) in an opening prayer. |
| **Matters Arising:**  *Christmas 2014*  Fr. Shaun opened discussion regarding the Christmas services. The new family Mass held at St John’s was a huge success and very well supported. Gathering to decorate the Christmas tree was also a success, with a good turnout.  *Youth Worker*  Fr. Shaun confirmed that the Parish Finance committee is also fully supportive of a parish youth worker to work in both St John’s and Our Lady’s parishes. Fr. Shaun is meeting with Phil Ross, Director of Youth Ministry for the Diocese of Westminster. Fr. Shaun will then hold an open meeting for parishioners involved in youth ministries in the parish.  **Pastoral Background and Basis and Draft Terms of Reference** |
| Ewan introduced the document entitled “Pastoral Council Background and Basis”. All attendees agreed that it was an invaluable document providing greater insight into the role of the PPC and role of the laity sharing their Christian witness with the wider secular world, as opposed to relying on priests and the religious. |
| The Draft Terms of Reference document was discussed and agreed by all attendees.  It was agreed that the Terms of Reference and Pastoral Council Background and Basis documents would be published on the parish website.  **Parish Priest’s Report** |
| ***Christmas***  St John’s parish had good numbers of worshipers at all Christmas Masses. Midnight Mass was the only exception with approx. 70 people. Fr. Shaun is considering a time change for this mass in 2015 to 8.30/9pm. A decision will be made nearer the time.  ***Annual October Mass Count***  The October Mass count over 4 Sundays shows the numbers attending St John’s have increased considerably from 165 in 2013 to 224 in 2014.  ***Lent Program***  Fr. Shaun summarised the parish events during Lent, with weekly Holy Hours and Stations of the Cross and a weekly evening focusing on the story of St Francis and St Claire in the presence of a replica of the St Damiano Crucifix. Fr. Shaun confirmed that Fr. Graham would be helping out over Easter to ensure all 3 parishes are able to celebrate all the Holy Week liturgies.  ***Good Friday Children’s workshop***  Fr. Shaun said that there will be a Children’s Workshop on Good Friday for the children of all 3 parishes. It will take place this year at St John’s, Mill End, but then alternate with Our Lady’s. Children from Yrs 1 to 6 will be invited. Yrs 1 to 4 will spend the morning on 4 different activities, while Yrs 5 and 6 work on a dramatization of the passion. Parents will then be invited back at midday for a special service including a presentation of the Passion. Fr. Shaun will be asking for volunteers to help run this event.  ***St John’s Presbytery***  Fr. Philip Knights, and his wife Jane, have now moved into the St John’s presbytery. Fr. Philip is on sabbatical and will not be an active priest in the parish. However he will help with some supply.  ***Car Park Resurfacing***  The plan to resurface the carpark has been delayed until the week after Easter (during the Easter holidays). The plan includes a speed bump, bollard on corner of 1st turn, little path across the back for children to access school, zebra crossing across school gate, renew markings.  ***New Organist***  Fr. Shaun announced he has appointed a new organist for St John’s. Katy Pione will start on the first Sunday of Lent. Bill Mulderrig will continue in the choir and fill in when Katy is unavailable.  ***Prayer before the Blessed Sacrament***  Fr Shaun said that St John’s is missing the opportunity for devotion before the Blessed Sacrament, which would enrich the parish life of worship. He suggested that an Exposition of the Blessed Sacrament be held initially once per month for half an hour before the Saturday evening mass, with a view to it being weekly. Discussion took place and the PPC agreed it would be better for the Exposition of the Blessed Sacrament to take place weekly. The importance of keeping the silence needs to be communicated to those attending. Fr. Shaun will discuss with Fr. Mark and raise it at the Saturday Mass with a view to introducing this change ASAP.  **Ewan’s Report of the Meeting of the Three Chairs** |
| The Chairs of the three PPC’s met for the first time in January with Fr. Shaun and Fr. Mark. The meeting went very well and is a great way to form stronger links between the three parishes.  *Review of Mass times*  Each PPC will meet to look at the responses. St John’s PPC will meet after one of the Sunday Masses in March. Fr. Shaun, Fr. Mark, Bishop John and the three chairs of the PPC’s will meet on 24th March to discuss the feedback.  *Change to Newsletter Format*  The proposed A3 format newsletter was reviewed and supported by all members of the PPC. The new format will take effect on 1st Sunday of Lent.  *Caritas*  The first hub will be set up in Watford and St Albans Diocese. Fr. Shaun will be attending the first meeting on 11th Feb. It is proposed that Caritas would run a Saturday marketplace with workshops covering social needs in the local area.  *Three parishes Mission*  A joint mission had been proposed to include St John’s School, St Joan of Arc School and the three parishes. If it were to go ahead, it is expected to take place 2016/17 and to be led by the Sion community.  *Pastoral Letter*  A reminder to parishioners is needed to provide responses to the family synod questions.  *St John Fisher 60th Anniversary*  To mark the 60th Anniversary of St John Fisher there will be a special Mass celebrated by the Cardinal. The 3 chairs of the PPC’s will also attend.  *October Novena*  3rd to 11th October will combine traditional Marian devotions with a teaching element. Fr. Shaun will invite 9 religious from different orders to share the history and background of their relevant order. Each parish will host 3 sessions each. |
| **PASTORAL PRIORITIES AND DEVELOPMENT**  ***Recruitment of volunteers***  Geraldine gave a report on the new volunteers who had offered to help in various aspects of parish life following the recent appeal for more help.  ***Training Ministers of Communion to take Communion to the sick and housebound***  Fr. Shaun will arrange a plan to train existing Ministers of Communion to take communion to the sick and housebound. Fr. Shaun has also approached people to become new Ministers of Communion.  ***To encourage more participation in the life of the parish community***  It was discussed that we are lacking social events. Ideas for future events were discussed, quiz night, bingo, summer BBQ/picnic. Summer Picnic pencilled in for Sunday 28th June.  Quiz/Bingo night planned for October.  **RE-ORDERING OF THE CHURCH** |
| Fr. Shaun shared the progress so far and the proposed plans to date. The re-ordering of the church would include: an altar, ambo, sanctuary floor in all in stone; a new stained glass window for the sanctuary, the removal wooden archway, the plastering of sanctuary and nave walls, new lighting, and upgrading of the sound system. £13, 000 has been raised from *Growing in Faith* and the church is in a strong financial position for the project. A small amount of fundraising is planned to support the project, and Fr. Shaun suggested that parishioners might want to sponsor a pane of glass for the stained glass window in memory of a departed loved one. This was supported by the PPC.  The re-ordering will have a “Johannine” theme, in honour of our patronal saint. Fr. Shaun is working with Stephen Foster, a church artist and his brother, Peter Foster, a stone mason, in developing the sanctuary furnishings and decoration. Lighting quotes have been received. The sanctuary floor has not yet been quoted.  **Next stages are to:**   * Firm up designs, plans and quotes. * Present to Parish Finance Committee for their agreement. * Submit plans to the Diocese Art and Architecture committee for approval.   **If these steps are all positive:**   * Fr. Shaun will approach the Diocese for permission to go ahead with the project. * An open meeting at which the plans can be presented to the parish.   It is possible that work will start before the end of this year. Possible impact during work: Weekday Masses may have to stop during the work. Weekend Masses should be able to take place as normal. |
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