

All reports July 2018

Area of Activity	
Our Lady's Bereavement Team (Antonieta Tinney)	
Activity since last PPC meeting	
<p>The annual service of Prayers and Reflection for the bereaved families of our Parish, will be held on 6th July at 7.30pm.</p> <p>Invitations have been sent to families.</p> <p>The event has been advertised in the Parish newsletter and posters have been put up.</p>	
Suggestions for change/improvement/issues to be addressed	
<p>Every so often we receive thank- you notes from parishioners who have attended our services and appreciated them. This encourages us to keep the team going.</p> <p>It is important to have regular meetings. Our aim is to have a strong team for supporting parishioners in need of our "ministry".</p>	
Objectives set	Who
<ul style="list-style-type: none"> -To make our team more known within the parish. -Continue to send sympathy cards to newly bereaved families. -To send cards on the first anniversary. 	All

Area of Activity	
Report on Ecumenism – Michael Edwards	
Activity since last PPC meeting	
<ul style="list-style-type: none"> • The Party in the Square was very successful on Sunday 20th May. The Son Seekers did a grand job with youngsters painting and cutting out. Our First Aiders were useful in sorting out grazes. It was well attended and everyone had a great time. The cake stall was going right till the end and there were huge queues for burgers etc. We were very lucky with the weather too. • The CTH meeting on Wed 23rd May at the Hitchin Christian Centre was chaired by John Maguire from Tilehouse Street Baptist Church. • It was announced that John Hardaker was going to St Albans and Jenny McQuade is moving to Letchworth. • Action by churches in emergency situations – Brian Simmonds (Council) is producing a Memorandum of Understanding with the CTH Executive. • The Miller's Cafe project begun at Walsworth Rd Baptist Church has been closed down because of lack of support. • The new rules from the General Data Protection Regulation have been implemented across all the churches. • The Covenant Praise Church has closed down sadly but the Choir is continuing. • The Redeemed Christian Church of God has been accepted into the CTH. • Social Media – Twitter Account - Rev Andrew Henton Pusey is running this but other groups are needed. • Quaker Peace Garden is developing – CTH are invited to contribute ideas e.g. a Sundial? • Human Trafficking and Modern Slavery – It is important that everyone reports any cases that look suspicious. • Update from PHASE – Kieran is specifically aiming at children and young families. Mark Yecanelli, an American, is coming to share ideas in Sept. Fund raising is nearly there at the target of £40K. • Gail Adcock, Methodist Church Family Ministry Development Officer, gave a presentation on 	

Growing Intergenerational Community with practical ways forward. Ideas suggested were street parties, children going into Care Homes, gardening in groups, running and visiting. It was noted little children react well with the elderly. Setting up Dementia friends. Apparently Frome in Somerset are doing well in this intergenerational area.

- The Hitchin Christian Centre is now known as the Zeo Church.

Forthcoming events

- 7th July at Wilshire Dacre School NIFF have organised a dramatic Inter Faith event – the Chair is a Sikh
- 28th July Fun Day at Elmside
- 22nd Sept Community Fair organised by Phil Jackson

Suggestions for change/improvement/issues to be addressed

The Next CTH Meeting is Wed 19th Sept at Wymondley Baptist Church preceded by a session on PHASE

Objectives set

Who

Area of Activity Energy Report 01/07/2018 (DME)

Activity since last PPC meeting

The meter electricity, gas and water readings for the parish for the month of June have just been done.

On the 12th of June 2017 we had the PV solar panels system commissioned on Christopher House. The system was sold to the parish as capable of delivering Expected Yearly generation of 5037 kWh. **In the last 12 1/2 months our system has delivered 5670kWh.** That is 633 kWh more than predicted.

For the area served by the 3-phase electricity meter (Church + Presbytery + Parish Offices + Emmanuel House + Fr. Michael's top flat), in the months of May we generated more than we consumed by 28.24 kWh and in June again we generated by 23.37 kWh more than we used.

The system was predicted to have earned the parish an annual FITs cash back of £206 and we currently do not have the last instalment since the next readings due date is the 12th July, so we will be able to have a final payback value early in July.

So far the parish has received: £242.29 which is more than predicted for the whole year.

The system was predicted to have reduced the parish annual CO₂ emissions by 2654kg /year. So far it has reduced the parish annual CO₂ emissions by 2179.76kg.

The system has saved the parish in energy costs over the year, £ 653.23 without the next payment due at the end of this July month. Together with the FITs income, the parish has saved £895.52 when it's expected yearly income was of £737.

It is expected that the investment will be paid back in 12 3/4 years if the cost of electricity stays the same for the next 12 years, but less especially as the costs of energy are likely to rise year on year. Prices change on the first of June every year while we are on the IFM contracts. The initial pay back calculation assumed that the parish would be paying VAT on the electricity bought, but the current IFM contract absorbs the VAT and we are not paying VAT. Thus the pay-back period has been extended a couple of years from the projected 10 years.

For those interested:

The PV panel's life performance efficiency is expected to slowly reduce over time with age: After 10 years down to 90% of Panel min specification; and after 25 years down to 80% of Panel min

specification. FITs payments only last for 20 years.

A bigger report is being planned for next month.

Suggestions for change/improvement/issues to be addressed

I would suggest that as the FITs payments from the government are due to be stopped at the end of December this year, that the parish would benefit further from having a some 5 to 7 panels installed on the south and west side of the presbytery roof, before the end of December this year. This will be easier this time as we already have a good EPC rating for the property that is still valid, and the 3-phase meter would cope without a problem. Also because the property already has a solar thermal unit on it and is quite shielded by the many trees planning permission should not be a problem.

Later in the future installing a battery for storage of excess would also be beneficial.

Objectives set	Who
To make our parish resilient and self-sufficient in energy generation for the future needs. Can we reach 110% as suggested by a Vatican cardinal???	ALL

Area of Activity – Finance Report

Activity since last PPC meeting

Parish Accounts

The Parish Accounts for the year through to the end of May show a small overall surplus of just over £3,000 against a forecast annual operating deficit of £3,754 and a forecast overall annual deficit of £42,254.

Financial Conference

Judith and David attended the Diocesan Financial Conference in St Albans. There were interesting and informative presentations on many subjects including the Diocese Finances, Property Management, Personnel Management (HR), Health & Safety, Insurance and Data Protection (GDPR), copies of which have been passed to those in the Parish involved in these areas.

Offertory Income

Offertory Income figures for 2017 were published to the Parish. There were no queries or comments.. It remains the intention to run an Offertory campaign targeted at new Parishioners later this year together with a Legacy campaign.

Gift Aid Tax Rebate Claim

Work continues on putting together the Gift Aid Tax Rebate Claim for the Financial Year 2017/2018.

Parish Insurance

The Parish Insurance policy proposal for 2018/2019, which contains updated figures for Christopher House and the Emmanuel Centre, has been completed and submitted.

General Data Protection Regulations (GDPR)

The Finance Committee has dealt with applying the GDPR to the Parish Accounts and Planned Giving/Gift Aid records.

Parish Projects

Side Chapel. The Finance Committee has continued to support the development of the Side Chapel proposal.

Christopher House Lease. Work continues on negotiating the terms of the Lease for the Order's use of Christopher House, which are having to be revised to take account of the Order's use of both flats.

Scout Hut. (Roger).

David Wilson
On Behalf of Finance Committee

Area of Activity GDPR (General Data Protection Regulations – Trish Bonnett July 2018

Activity since last PPC meeting

Trish, John Chamberlain and Cheryl attended the training in London on 18th May. Fr Tom attended the following week.

John Chamberlain set up password protection on all computers. They will all be encrypted over the coming months. (We are keen to go last with this as it will involve upgrading to Windows 10 on all systems for the antivirus protection that the Diocese use.) Trish will have to change to the laptop that Fr Michael used to have which is in the Emmanuel Centre as it will support the change to Windows 10 and the software changes.

Daniel Prasana from the IT department came in to meet with John C to discuss what we need to do to ensure we are GDPR compliant and the broad timescales.

Trish completed the GDPR record for the parish with the help of Cheryl and David Wilson and this has been submitted to the data protection officer well in advance of the deadline.

Confidentiality agreements have been signed by all volunteers who are using systems which give them access to personal data of parishioners.

Cheryl has set up a hard copy GDPR file for audit purposes.

Diocesan privacy policy is on noticeboard and on parish website.

All forms have been changed to ensure that if people give personal details they accept that we may use these to communicate with them. All the wording has come from the data protection officer and any amendments have been approved by him.

Email add on (on Trish's email as she does the round robins) to say that if people no longer wish to be communicated to in this way from the parish to let us know. (So far only one person has asked to be deleted- over the years people do ask and they are removed immediately)

Suggestions for change/improvement/issues to be addressed

Need to look at secure RCDOW email addresses for the following

Chair of finance committee

Readers co-ordinator – need to check if necessary

Eucharistic ministers co-ordinator – need to check if necessary

Youth ministry co-ordinator

as all of these communicate with parishioners and hold data on them.

Objectives completed from last report	Who
Objectives set	Who
Confirm the RCDOW email addresses that are required and get Fr Tom to submit the requests.	TB/TO

Area of Activity Gender Diversity - As I am 2nd July 2018

Activity since last PPC meeting

In November 2017, our Cardinal, Vincent Nichols, asked parishes in Westminster Diocese to look at how they could become welcoming parishes to the LGBT community. In response, in the parish of Our Lady Immaculate and St Andrew, Hitchin, in the same month, a small group of parishioners and priests began to meet to pray, discuss and discern our next steps as a parish. This group began to call itself 'As I am', as they came to **believe** it was important **that** everyone in the parish feels they are loved and accepted by God and the parish as they are.

Monthly meetings have taken place and members of the group have been to LGBT Catholics Westminster who assist at the 5.30pm Farm Street Parish Mass and host a social afterwards on the 2nd and 4th Sunday of each month.

The next action of the group is to set up a web page on the parish website.

<https://parish.rcdow.org.uk/hitchin/lgbtq-all-are-welcome/>

It is also planned to develop a leaflet and display for the LGBTQ+ community.

We recently discussed the need for a separate group to look at Mental health and wellbeing in the parish and provide support in this area. There have been a few people who have already been to a Suicide awareness training session and there was a mental health and wellbeing evening delivered at John Henry Newman school which was attended by 180 parents and pupils and supported by Ambassador Hannah Bailey (and her mother Helen) who have recently joined the **As I am** group.

Suggestions for change/improvement/issues to be addressed

Leaflet to be developed and webpage to be promoted in parish. The more hits on the page the higher it will come when LGBT is being searched for in the local area. All parishioners can help with this.

Objectives completed from last report	Who
Objectives set	Who
To raise the profile of As I am in the parish and ensure everyone knows they are welcome in our parish community. We all learn and sing the hymn All are welcome (lyrics below)	ALL

“All Are Welcome” <https://www.youtube.com/watch?v=GlnVLP0qFEo>

Let us build a house where love can dwell
and all can safely live,
a place where saints and children tell
how hearts learn to forgive.
Built of hopes and dreams and visions,
rock of faith and vault of grace;
here the love of Christ shall end divisions.
All are welcome, all are welcome,
all are welcome in this place.

Let us build a house where prophets speak,
and words are strong and true,
where all God's children dare to seek
to dream God's reign anew.
Here the cross shall stand as witness
and as symbol of God's grace;
here as one we claim the faith of Jesus.
All are welcome, all are welcome,
all are welcome in this place.

Let us build a house where love is found
in water, wine and wheat:
a banquet hall on holy ground
where peace and justice meet.
Here the love of God, through Jesus,
is revealed in time and space;
as we share in Christ the feast that frees us.
All are welcome, all are welcome,
all are welcome in this place.

Let us build a house where hands will reach
beyond the wood and stone
to heal and strengthen, serve and teach,
and live the Word they've known.
Here the outcast and the stranger
bear the image of God's face;
let us bring an end to fear and danger.
All are welcome, all are welcome,
all are welcome in this place.

Let us build a house where all are named,
their songs and visions heard
and loved and treasured, taught and claimed
as words within the Word.
Built of tears and cries and laughter,
prayers of faith and songs of grace,
let this house proclaim from floor to rafter.
All are welcome, all are welcome,
all are welcome in this place.

Area of Activity Health and Safety

Activity since last PPC meeting

Candle Safety

A youtube clip [candle safety](#) was sent to me from the Diocese and forwarded to Altar Servers and MCs to remind us all of what can happen.

New H&S contract

We have a new fixed 5-year H&S contract with Precision. This has been negotiated and mandated for all the Diocese by the property department. There is a slight increase in annual cost but better coverage. This new contract includes:

- Provision of training for key personnel
- Replacement of out-of-date fire extinguishers and replacement parts free of charge
- Removal of the limit for testing portable electrical appliances
- Quarterly parish newsletters on Health and Safety
- The development and roll out of a Parish H&S management system
- Regular review meetings with Diocese officers
- Precision will make appointments to arrange access

Objectives set

Further Emergency Evacuation practices for the Church and Hall will take place during 2018.

Who

JC

Area of Activity Inter-Faith Relations

Activity since last PPC meeting

The last NHIFF took place last Wednesday evening (27/06/2018), the meeting was dedicated to planning the "Gifting and dedication ceremony" of the NHIFF picnic table to the Quaker's Peace Garden.



NORTH HERTS INTER FAITH FORUM

Invitation to attend the gifting and dedication ceremony of a colourful picnic table from the faiths of NHIFF to the Quakers' *Peace Garden* established in the town of Hitchin.

When: on Sunday the 15th July 2018, at 13:00,
please assemble from 12:30 onwards, refreshments will be available.

Where: Friends Meeting House, 1 Paynes Park, Hitchin, SG5 1EH
(opposite Grammar School Walk) - For parking use the free parking available all Sunday in Hitchin's multi-storey car park near Waitrose, but use SG5 2JR as the nearest post code to the entrance on Old Park Road.

Please use the back door gate direct from this car-park to the grounds of the venue.

We would like this to be a very happy occasion of witness to the town and the North Hertfordshire district of the good inter-faith relations that already exist locally.

Let's hope the good Summer weather will hold out until then!

Looking forward to sharing this occasion with you

Deolinda Eltringham (NHIFF - Publicity Officer)

For information contact: snorthhertsinterfaithforum@yahoo.co.uk

It would be good if a significant number of parish members were able to attend.

The NHIFF is promoting an evening of music and an historical multi faith theatre play by the

Khayaal Theater Company, on Saturday 7th July from 6pm to 7:30pm at the Wilshire Dacre School, Hitchin. Tickets are £5 each, and all proceeds go for the local Foodbank support. Fr. Tom has some tickets for sale.

The next **Herts Inter Faith Forum** was postponed be on Tuesday 3rd July at Hatfield Fire Station, so no new information is currently available.

Fri 28th September - Caring for our Common Home - Creation Season Interfaith evening at St Mary Moorfields Church, 4/5 Eldon Street, EC2M 7LS a panel of Catholic, Muslim and Buddhist women, though it is in London, this event is open to all interested that can get there.

Wed 14th Nov 2018 – 7:30 pm date of the NHIFF AGM – speaker to be arranged.

Suggestions for change/improvement/issues to be addressed

Objectives set

Who

DME

Area of Activity Justice & Peace

Activity since last PPC meeting

Pax Christi AGM was on Sat. 2nd June in Nottingham, with speakers on Drone Warfare today. Michael, Ann Milner and I went to the meeting. **Valerie Flessati** spoke of plans to commemorate the lives of Catholic Conscientious Objectors (COs) from the [FWW](#) on 2nd October, **International Day of Nonviolence** and of joint work in preparation for **Remembrance Day** that will enable parishes and groups to raise a much-needed commitment to peace-making in this season. A new logo/image has been created entitled '*No More War: Let's make peace happen*'. I hope there will be a way to bring this to our parish as well..

Reflection week for 18-35 year-olds - organised in Taizé, **19 - 26 August 2018**, reserved for 18-35 year-olds. All in this age-range - students, volunteers, job-seekers, those who are working - are invited. This could be beneficial to parishioners of the right age group. http://www.taize.fr/en_article19883.html

ANNUAL JUSTICE & PEACE CONFERENCE (20th—22nd July 2018) at the Hayes Conference Centre, Swanwick, Derbyshire – with the theme: '**In the Shelter of Each Other the People Live**' –. Thank you for the information entry in the parish newsletter.

On September the 1st is care of **Creation Day**, and marks the start of Creation season in the Catholic Church calendar and it is hoped that many more Christian Churches will also incorporate this season into their liturgical calendars. This year 1st Sept. is a Saturday and It would be good to attempt to have an ecumenical service in Hitchin if possible, or a Catholic service open to all other church members. ***Could this be attempted and agreed?***

I have also shared a new faith study group material booklet "**Tenants of the King**" which is designed to be used in ecumenical groups over the 4 weeks of Sept/Oct., it would be good to try to organise some in Hitchin, or offer the material to existing groups. CTHitchin have been approached.

Pope Francis announced that the canonisation of **Archbishop Oscar Romero** will happen in a ceremony in St Peter's Square on the morning of **Sunday 14th October** during the Synod on Young People, which takes place in Rome during that month. The new Salvadoran Cardinal, Gregorio Rosa Chavez, declared that he will no longer be hailed as 'St Romero of America' but as 'St Romero of the World'. Romero, who is described as the first martyr of Vatican II, will be

proclaimed a saint *together with Pope Paul VI*, who brought the Second Vatican Council to its conclusion and implemented its reforms. Romero had great affection for Paul VI; and he in turn gave Romero unconditional and uncritical support during very difficult times. See: <https://www.indcatholicnews.com/news/34984>

There is a theatre company with a play on the life of Oscar Romero, may I contact them to come to our church with the play? If possible at the time of his canonisation.

Please could we pray for the additional **climate talks in Bangkok on 3-7 Sept., and COP24 in Katowice, Poland due on 3-14 Dec 2018**. Poland has been one of the slowest countries so far to accept and embrace the need to address the threats of Climate Change.

Suggestions for change/improvement/issues to be addressed

Most welcome!

Objectives set	Who
	DME

Liturgy Report for Parish Pastoral Council

02 July 2018

New Organ

This week the new organ was installed in the Church, is usable, and sounds very, very good. The old organ is still connected but eventually it will be removed and any sellable parts sold.

Confirmation 8th July @ 17.00

This Sunday at the 17.00 Mass, Bishop Paul will be confirming 12 candidates who have been very well prepared by Susanna Hawksley who has been very impressed with them. Thanks to all the catechists who helped with the programme

Summer 2018

There will be a mass at 17.00 on Sundays and a 10.00 mass on Saturdays throughout August 2018.

Area of Activity LiveSimply - Ann Milner

Activity since last PPC meeting

- ★ **Livesimply Coffee Mornings** held on 27th May & 10th June.
- ★ **Pax Christi AGM** attended – a very informative day.
- ★ **Choosing Peace** Two copies of this book about nonviolence (the book covers topics such as traditional Catholic teaching on nonviolence, the practice of nonviolence in a violent world) by Marie Dennis have been bought by the livesimply team for the parish – one copy to be put into the library, the other to be made available to Pastoral Team & priests.
- ★ **Livesimply Facebook** page continues to provide useful information and discussion opportunities
- ★ **CAFOD Share the Journey Campaign:** A walking pilgrimage was organised around the London Outer Orbital Path (the LOOP) in support of this CAFOD campaign. It was attended by people from a number of different parishes across three dioceses. A total of 605 miles was walked. Two Parish Share the Journey Walks are being planned – one to take place around the parish grounds and church to facilitate participation by those who cannot walk long distances such as families with young children and another longer walk

of about 5 miles.

- ★ **Merging of One World and livesimply Groups:** This is ongoing. The two groups are meeting together and sharing the activities involved with Parish Coffee Mornings and CAFOD collections. Livesimply Coffee Mornings will continue as distinct from OWG Coffee Mornings as a means of funding parish livesimply small projects.

Suggestions for change/improvement/issues to be addressed

Reaching Out to local 'Eco' Groups: TBC

Parish Garden: more wild flower areas to be planted & noticeboard to be created

Objectives set	Who
Design artwork for display board	AMM
Organise Share the Journey Parish Walks	AMM
Contribute livesimply tips	LS Team
Carry out a review of livesimply team activities and objectives	LS Team
Livesimply Certificate to be presented to the parish at each Mass. Date TBC by Liturgy Team.	LS Team
Attend the next series of Ethics and Action webinars starting September 5 th .	AMM
Season of Creation material has been received from the Global Catholic Climate Movement (GCCM) to be considered at next LS/OWG meeting	LS Team
GCCM Season of Creation webinar will be attended on 28 th June	AMM
Next LS/OWG meeting to be 14 th August	LS Team

Area of Activity Maintenance - John Scott

Activity since last PPC meeting

Summary

Credit - as always - to all volunteers.

Mike's work on Utilities has turned-up some overdue tasks.

Activity since report of May 2018

Imminent/In-hand

0/ LED flood light over the front steps to the church (js/OliverRussell)

0/ Make new cables for altar microphones.

0/ New Organ power supply cables.

0/ Provide even more information for a now disputed meter reading from the meter which was removed as part of the solar panel and CH works last June. (me)

0 / busted yellow hoover AwaitingSpares (jvc)

Snags Addressed

0106_1/ Repaired various microphone cables during June.

2006_1/ new seal Fr M's bathroom sink plug (JVC)

1306_1/ cleaners cupboard in hall - dodgy door fix (jvc)

0806_1/ NewOrgan Speaker Truss - (RogerH, PJ , JVC , JS)

0706_1/ Ladies Loo - busted flush (jvc)

0706_2/ Gents Loo - hesitant urinal (js)

0706_3/ Emmanuel Ctr - hesitant tap (MPBuild)

0406_1/ Much, much water leak detection (MikeE)

0406_2/ Establish how water gets to heating header tank (ME)

3005_1/ repair drips from EC guttering (MPBuild)

2805_1/ Arrange repair of battery charger (me).

2605_1/ soft material on fence corner post opp. white van (JVC)

2605_2/ extensive work on GDPR for parish IT (JVC)

2205_1/ draw Bethany attn to "do not switch off" marked switch (js)

1905_1/ Organ cable channel into floor (PJ & JS)

1905_2/ unblock yellow vacuum cleaner (PJ & JS)

1205_2/ Fr.Tom Bedroom door coat hanger - (PJ&JS)

1205_1/ Kitchen CookerHood Filter replace (PJ&JS)



1005_1/ Rescue Lectern Mic. after VacuumCleaner Attack (ME) 0905_1/ Parish Ho Kitchen Ceiling Rescue (js) 0805_1/ TopUp rat poison boxes (js) 0805_2/ Patch ScoutHut Ceiling squirrel(we hope) attack (JS) 0805_3/ Link Door Hinge problem (js, Rodney , Fr.Tom)	
Suggestions for change/improvement/issues to be addressed	
<u>Outstanding Maintenance Snags</u> 0/ Fernox into UCR radiator 0/ hall kitchen taps 0/ boiler room stopcock 0/ toddler cupboard stopcock 0/ procure new headset for radio microphone (me)	
Objectives set	Who

Area of Activity	Outreach – Trish Bonnett 2nd July 2018
Activity since last PPC meeting	
Outreach <ul style="list-style-type: none"> Continuing to supporting a number of parishioners, parents and teachers from the school. Visited Bishop Paul to look for support for prayer service which took place on 17th June. Visits to Margaret Connolly in Ware. She is moving to Garden City Court on 6th July. Continuing to support Brenda Walsh with an NHS issue. Attended Party in the Square on Pentecost Sunday and helped set up for Fair in the Square on 16th June Arranged visitors for Peter Appleyard (RIP) Continuing to visit a number of parishioners, as do Frs Michael, Tom and Euloge. Fr Andrew visiting when he is able to secure transport. Sent invitations to 42 new parishioners to the parish picnic on 8th July. . Proclaim 15 projects <ul style="list-style-type: none"> Attended workshop in St Albans on 21st May. Acting scripture in schools and other community groups in London and surrounding areas. This is not done in parish time but is a valid evangelisation activity and am deriving great satisfaction from doing this. Liturgy <ul style="list-style-type: none"> Organ fitted in church on 27th /28th June. Great thanks to John Scott and John Chamberlain for their help with the assembly. We look forward to the dismantling of the old organ soon. Prepared liturgies for the pilgrimage to Lourdes Discussed potential mural on wall behind community garden with Charlotte Vallely. 	

Other support

- **Side Chapel project** had a small glitch but back on track and waiting for final costings to enable proposal to be submitted to the Diocese.
- Supporting Gender Diversity group with webpage – see website report
- **GDPR** attended training – see separate report.
- **Readers rota** thanks to Frank Benucci for taking this on as Peter has health issues at present. Will have to find someone to take this on for the time being.
- **Eucharistic ministers** now being co-ordinated by Teresa Lawrence-Hyde and grateful thanks to her for taking this on from Peter Appleyard.
- **Michaelmas Fair October 6th** – have sent a leaflet to all children in Our Lady's School asking for designs for a jute shopping bag around the theme of 'Save our Oceans'.

Suggestions for change/improvement/issues to be addressed

Need to look at visitors group for those who are lonely – not just about taking communion. Mary Hollingdale has taken some interest in this so will be discussing this with her in the future.

Objectives completed from last report

Who

Objectives set

Who

Find a new co-ordinator for the readers rota

TB

Set up a robust visitors group

TB/MH

Submit side chapel proposal to Diocese

TB/JC/JS/DW

Area of Activity

Sacramental Preparation – Susanna Hawksley

Activity since last PPC meeting

Baptism

I'm in the process of gathering names for the next course.

First Holy Communion

It has happened and it was fine. Although we had 40 families present, the extra chairs we put out seemed to ease the seating problem we were expecting. It was a lovely celebration and parents and children all seemed very happy. I think the course itself is now established and I am happy with the results. It must be mentioned that going into school to do Young Pilgrims is very helpful and much appreciated by the children and the parents. As ever, Trish has been a mountain of support (huge and solid) and has my heartfelt thanks. Thanks to Greg Hewitson and Andrea Shannon for the music (also Andrea helped with school liaison). Mike Eltringham was very kind, giving up his time to be around to help with sound, on the day. Thank you to anyone who helped. (This is beginning to sound like the Oscars!)

Confirmation

This is happening on Sunday 8th July at 5pm Mass. We have 12 candidates, so we are very lucky that the bishop is coming to confirm such a small number. They have been a lovely group. The Youth Alpha course we followed was a great success and the candidates enjoyed the

course and all said they had benefitted. I will definitely do it again next year.

Marriage

The next course is booked for November.

RCIA

Iris Hughes was received into the church and Niamh Sweeny was confirmed. I now have a gentleman asking to be received and a young lady asking for adult confirmation. As soon as I return from France I will advertise the RCIA group again to see if we get any more takers. Zoe Lavery, who helps as a catechist with RCIA, has just completed a course, run by Maryvale, on the RCIA process. It is very good to have someone else to support in this way. I did say (after asking David) that the parish would be happy to pay the course fee but she has not taken us up on it.

All in all, things are ticking along nicely, I think. Deo gratias!!

Suggestions for change/improvement/issues to be addressed

Objectives set

Who

Area of Activity Safeguarding – Trish Bonnett July 2018

Activity since last PPC meeting

Marie Greene attending the induction in July. I was not able to secure a place to attend with her.

Suggestions for change/improvement/issues to be addressed

Ensure the parish is much more aware of our commitment to Safeguarding

Objectives completed from last report

Who

None – need to spend some time on this but have been focusing on GDPR

Objectives set

Who

Continue to complete the current round of DBS checks.

TB

Initiate checks on those who have joined the children's liturgy team.

TB / MG

Area of Activity Website July 2018 – Andrew Thaelke

Activity since last PPC meeting

All are Welcome! LGBTQ+ page has now been published on the website (<https://parish.rcdow.org.uk/hitchin/lgbtq-all-are-welcome/>). It is still being updated – and so far there has been no feedback received either positive or negative.

The Praise Group that meets once a month now has a page on the website (<https://parish.rcdow.org.uk/hitchin/parish-groups/praise-group/>)

Suggestions for change/improvement/issues to be addressed	
Objectives completed from last report	Who
The PPC reports and Solar PV electrical update from the last meeting are available on the website.	TB
Objectives set	Who

Area of Activity YOUTH – Teresa Pernak	
Activity since last PPC meeting	
<p>The Son Seekers participated in preparing The Pentecost Party, organised by CTH which took place on the 20th of May in Hitchin town square. The Youth Ministry team provided a craft stall for youngsters and families where everyone could practise their artistic ideas and skills. It was a very successful, joyful and fruitful event.</p> <p>Funday Sunday event planned for the 3rd of June had been cancelled due to many people being away in the half term week.</p> <p>The next Funday Sunday event originally planned for the 15th of July has been postponed until the autumn. Youth Ministry team decided to revitalise activities after the summer due to the pressures associated with the end of academic year and other issues at school and the parish.</p> <p>Suicide Prevention training for Youth ministry team in our parish has been scheduled for the 17th of November 2018.</p>	
Suggestions for change/improvement/issues to be addressed	
Youth Ministry team are planning to meet soon, before holidays start, to discuss a programme for upcoming schools terms.	
Objectives set	Who
	TP