

Area of Activity Report on Bereavement Antoinetta Tinney

Activity since last PPC meeting
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1. Jean Moran and Linda Pook have joined the team
We need to actively recruit new members to help. An appeal in the newsletter is unlikely to yield much response so it needs to be individual people approached by members of the team to see if we can build up numbers again. When Antoinetta was first in it there were about 20 people. People just need to be willing to listen. Trish will explore a training course for everyone.
2. Brenda Pond has formerly resigned from the group but will help with cards until a replacement is found. Eileen Dutt has also left.
3. **Calling bereaved people**
It was discussed calling the family who have been bereaved in the week following the funeral to ask how things went and how things are and begin a dialogue. Owen is keen to do this. Group seemed to like the idea and it is a proactive way of supporting the bereaved. This to be included in the funeral planning leaflet so families are aware. The bereavement team leaflet to be given to all bereaved families.
4. **Bereavement leaflet**
With details of the team and what they offer to be given to all bereaved families. Photos of team required.
5. **In memoriam service 11th November 6.15pm**
The bereavement team should be promoted in the service sheet and leaflets available at the service.
6. **Bereavement services**
Held in June and December – date agreed for December 9th 2-4pm
7. **Fundraising**
There will be an annual coffee morning on a Sunday. All money should now go to Cheryl for management. She will keep a record of what the team have. The parish funds can supplement if necessary.

Suggestions for change/improvement/issues to be addressed
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Cards sent out by the bereavement team should have contact details on them.

Objectives set	Who
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To recruit new members.

All team

Area of Activity Report on Ecumenism for Parish Council Michael Edwards
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Activity since last PPC meeting
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- A CTH meeting was held on 19th Sept at Wymondley Baptist Church for the first time.
- Kieran Murphy gave a digest of the Work of PHASE over the last year. PHASE aims to Promote well-being, Prevent problems and Support Mental Health. There are 5 staff and 266 lessons have been given in schools (that means about 1 ½ each day), they work in 18 schools locally and have involved over 3,700 young people. They want to encourage other towns to set up similar organisations. A new scheme called On Your Marks – Get Set – Go

is being Offered to all Year 6 classes in Primary Schools. There has been a 62% rise in attendance at their workshops. They are running sessions at St Francis School on Sat 27th Oct and the new Zeo Centre at the Priory School on Sun 28th Oct.

- The CTH meeting – Geoff Crittenden welcomed CTH and mentioned the new Zeo church which meets in the Priory School. Zeo is a Greek word meaning Passion or Zeal. We get the word zealous from it.
- In accordance with the General Data Protection Regulations the CTH records have been judged to be well kept.
- The running of the CTH website has been taken over by Ann Milner. Andrew Henton Pusey is running the Twitter Account.
- Christian Aid Week raised £15,453 about £1,244 less than last year. It is still a good amount so the exercise will continue next year.
- A Property Officers Meeting has been suggested for all the Churches in CTH to share information etc.
- A Community Fair organised by Phil Jackson was held in Sat 22nd September
- A Limitless Women's Conference was held at the Zeo Centre on Sat 6th Oct.
- On Sept 29th an All Faith Pilgrimage round Hitchin organised by Ann Milner was held.
- On Wed 10th and Sat 20th Oct White Poppy-making Workshops were held at Our Lady's to honour the victims of wars since World War 1.
- On 13th Oct a Healing Conference was hosted by Built on Faith Church at Walsworth Road Baptist Church focussing particularly on domestic violence.
- An inspiring talk was given by Suzy Holding on the 'Best Before Cafe' which she started in Letchworth. This involves gathering food from supermarkets that might be wasted and offering it at 10am every Wed in the Howard Memorial Centre. They are intending to offer hot food too. Customers are asked to make contributions if they can. This seems a brilliant idea, would it work in Hitchin? Enough money is given each week to cover the costs.

Forthcoming Events

- Alpha Courses – At least 4 churches are currently or are planning to do this. It has been suggested that they and others could benefit from cooperating and sharing resources.
- Carols in the Market Place on Sun Dec 9th at 4.30pm
- Week of Prayer for Christian Unity 18 – 25 Jan 2019 during which there will be prayers every day in at least one church in the CTH.
- It has been suggested that the CTH hold a joint thanksgiving celebration for the years the churches have all been active in the town during 2019. It will probably be at St Mary's.
- On Nov 14th NHIFF AGM will take place in St Marks emphasising 'Voices in exile.
- Efforts are being made to find a suitable Sundial as a gift from CTH for the Quaker Peace Garden.
- It was announced that Caritas is particularly involved in providing support for local victims of trafficking and the police continue to ask everyone to be alert for signs of trafficking in our area.
- The search continues for someone to organise the 'Somewhere to go at Christmas' for homeless people etc.
- Ideas are asked to help broaden the age range of the members of CTH.
- On Sun 11th Nov there will be an Ecumenical service in St Mary's during which the names of those who died in World War 1 will be read. Volunteers are needed to be readers.

jSuggestions for change/improvement/issues to be addressed

The next CTH Meeting is Thurs 22nd Nov at St Marks at 8pm.

Objectives set

Who

Area of Activity – Finance Report - David Wilson

Activity since last PPC meeting

Diocese Account for 2017

The Diocese Accounts for the year ending 31 December 2017 (which include the Parish Accounts for the same period) have now been published. Accordingly, the 2017 Parish Accounts will now be released to the Parish at large.

Parish Accounts for 2018

The 2018 Parish Accounts for the period through to the end of September 2018 show a surplus of just over £25,000 thanks to receipt of the main part of the Gift Aid tax rebate for FY17/18 (see below). The end of year figure is still forecast as a deficit of £3,755 because of expenditure which is in the pipeline.

Budget 2019

Work has started on setting the Parish Budget for 2019.

Parish Benchmark for 2017

The Parish Benchmark report for 2017 has been received and analysed; The key statistics were predominantly favourable.

Gift Aid Tax Rebate

The main part of the Gift Aid tax rebate for FY17/18 has been received and amounts to £22,344. A further £2,000 is due from the tax rebate on the Loose Plate collection. Another excellent return – thanks to all who support the Parish through the Gift Aid scheme.

Candles

A review of the income and expenditure from votive candles has been carried out and we have decided to leave the recommended donation at 30p per candle.

Offertory Appeal

We are starting to see a noticeable drop in Offertory income and, so, a Parish Offertory Appeal will be held this coming Lent (March 2019). The last significant appeal was held in November 2013 and so we have done well to last so long since that time.

Parish Projects

The Finance Committee has continued to support the many Parish Projects that are in planning/progress.

Michaelmas Fair

The accounts for the Michaelmas Fair have not yet been finalised but it looks as though the Fair will have raised just over £6,000. The proceeds will be shared equally between Diapalante (the selected OWG charity and Our Lady School, as a contribution towards refurbishment of the Reception Class Play Area with the balance being earmarked for fitting out of the Side Chapel. Many, many thanks to Pam Brannigan and her team and to all the helpers for organising and running such a successful and enjoyable Fair.

Suggestions for change/improvement/issues to be addressed

Objectives set	Who

Area of Activity GDPR (General Data Protection Regulations – Trish Bonnett Nov 2018	
Activity since last PPC meeting	
No activity since last meeting.	
Suggestions for change/improvement/issues to be addressed	
Need to chase specific email addresses.	
Parish database addresses still need to be audited. Likely to be after Christmas now.	
Objectives completed from last report	Who
Objectives set	Who
Chase the RCDOW email addresses	TB/TO
Do audit on parish database.	TB

Area of Activity Health and Safety John Chamberlain
Activity since last PPC meeting
<ul style="list-style-type: none"> • Five Yearly Electrical Inspection visit by Precision Safety Services will run over 2 days and is booked in for Monday 21st Jan and Tuesday 22nd Jan 2019. Precision's electrician James Rhodes will be carrying out the inspection. • Cheryl and Tanina are now doing the weekly/monthly checks in the church and hall • There has been rubbish put in to the heaters in the church. John has cleaned this out and taken pictures and posters are up to remind people to not do this (one over each heater - probably just for this weekend and maybe next) • The platform for the choir is being constructed with health and safety in mind so chairs will not fall off the back. • There was a breach of health and safety by the Bethany club and they have apologised about this but their legitimate issue is they need someone to help put all the tables and chairs away (and set them up too) Phillip is no longer a young man and this is a manual handling issue. Likewise for Susanna who struggles to put out the tables for her communion sessions. She really could do with some support. She has severe arthritis, which makes this very difficult for her. • At one time we had a hall manager who would set up the rooms for certain events and I think that for the sake of health and safety and manual handling requirements we do need to think about support (paid?) for certain parish events. • One of the issues observed in the last Precision H&S report was the (recently) non-approved electrics box in the cupboard behind the stage. This is to be replaced by Oliver Russell. • It was reported that the fire alarms in the Hall Kitchen were making a high-pitched chirrup once every 60 seconds. Often indicating a low battery. John S and Philippe J went to investigate but the noise had gone. They changed the battery in the Kitchen carbon

monoxide alarm. The 4 newer battery-operated and Wi-Fi linked alarms (Heat alarm in Kitchen and smoke alarms in UCR, LCR and outside the loos) were checked but all functioning as expected.

Objectives set	Who
Consider support (Paid?) for hall setup / parish events	?

Area of Activity Inter-Faith Relations Deolinda Eltringham
Activity since last PPC meeting

The last NHIFF took place last Wednesday evening (12/09/2018), we heard from Aja now retired, but with extensive experience with working for the Red Cross. The later part of the meeting was dedicated to planning the coming AGM of Wednesday 14th November.

The next **Herts Inter Faith Forum** will be on Tuesday 11th December at Hatfield Fire Station. At the last meeting (04/09/2018) there was a talk on Religions for Peace by Jehangir Sarosh a Zoroastrian and many years experience in working in reconciliation. And another by Matt Hughes-Short on 2018 Hertfordshire Year of Physical Activities, he is keen to work with local community groups to find ways of helping increase well being from increased physical activities. He is available to be invited to talk and dialogue.

<https://www.hertfordshire.gov.uk/services/health-in-herts/hertfordshire-lifestyle-and-legacy-partnership/hertfordshire-year-of-physical-activity-2018.aspx>

Wed 14th Nov 2018 – 7:30 pm date of the NHIFF AGM – , at St. Mark's Church Hall, Lancaster Avenue, with guest speaker Rev. Dr. Canon Andrew Wingate due to speak on "**Voices from Exile - from Sweden, India, UK**" All are welcome.

11 to 18 November 2018: National Inter Faith Week - to focus on inter faith understanding and cooperation. The theme: *"Bridges don't fall from the sky ... people build them!"* Some events nearby are:

Wednesday 14 November, 19:00 – **"Invest in Peace"** in St. Albans. The St Albans Masorti Synagogue and Marlborough Road Methodist Church invite you to hear the stories of two peace activists: one Israeli and one Palestinian. Jews, Christians and people of all faiths and none, are invited to this free inter faith event, in partnership with Solutions Not Sides.

Wednesday 21 November, 19:30 - **Building the UN: The Making of Multilateral Peace** by Baroness Shirley Williams, part of the 1918 - 2018 - 100 Years On: Striving for Peace course. At County High School, Audley End Road, Saffron Walden, Essex CB11 4UH

Suggestions for change/improvement/issues to be addressed
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Objectives set	Who
	DME

Area of Activity Justice & Peace
Activity since last PPC meeting

Following the canonisation of **St. Oscar Romero** on Sunday 14th October during the Synod on Young People in Rome, the film called **"The Claim"** about the life of St. Oscar Romero was shown last Friday in our parish hall. Julian Filochowski chair of the Archbishop Romero Trust who had met and known him provided some interesting details to questions.

Important **Bishops' statement on climate** - The heads of six continental bishops' conferences have signed a rare joint statement urging political leaders to solve climate change. See: <https://www.youtube.com/watch?v=KM5j500rp9I> The bishops' call is clear: "We call for ambitious and immediate action to be taken in order to tackle and overcome the devastating effects of the climate crisis. These actions need to be taken by the international community at all levels: by persons, communities, cities, regions, nations." The bishops' statement is aimed at world leaders who are preparing for a UN climate summit in Poland this December. The bishops say that "there is no time to waste." We pray thanks for the bishops' leadership. Now, it's our turn to respond. To read the full Bishop's statement go to: <https://drive.google.com/file/d/1RNYH9cDBuEvt54Yi1PnUADDE8InOdUSm/view>

Please could prayers for the **COP24 in Katowice, Poland due on 3-14 Dec 2018** be added to all masses in the parish until the end of the conference? And payers for Poland, it has been one of the slowest countries so far to accept and embrace the need to address the threats of Climate Change, though there are a few very welcome signs of change.

A newly released film in time for the coming remembrance time of 100 WWI, called "**War School**" and takes a stand against militarism particularly in schools – see an article on it : <https://www.indcatholicnews.com/news/35837> The 3 links in the ICN article are useful:

War School - www.war.school (we could request a VFP speaker, I believe a member lives in Letchworth)
Forces Watch - www.forceswatch.net and *Warrior Nation: War, Militarisation and British democracy* https://www.youtube.com/watch?time_continue=3&v=M8i79Rluxms
Veterans For Peace <http://vfpuk.org> <http://vfpuk.org/annual-gathering/2018-annual-gathering-film-night-war-school/>

Could we host this film in our parish or locally and even offer to local schools? I have sent an initial e-mail to see what the possibilities are for the "**War School**" film to be shown in Hitchin, I am sure the Quakers would be very supportive. The response to enquiry was very favourable, but they are doing big-show special before Christmas, and are offering viewings only in 2019.

As a faith community which has signed the Catholic Non-Violence Initiative to promote peace it would be right for the film to be used to educate current parents to existing pressures on the future of their children. For the booking request for 2019 I will need: Date / Individual, Group or Meeting / Venue / Capacity, etc. Would early in Lent Season 2019 be a good time to aim for the showing?

18 November: World Day of the Poor - Pope Francis asks all of us, whatever our means or background, to rediscover and celebrate in a spirit of joy our capacity for togetherness, for example by sharing a meal after Sunday Mass, his message: http://w2.vatican.va/content/francesco/en/messages/poveri/documents/papa-francesco_20180613_messaggio-ii-giornatamondiale-poveri-2018.html

Suggestions for change/improvement/issues to be addressed

Most welcome!

Objectives set

Who

DME

Area of Activity Liturgy report – Fr Tom O'Brien**Activity since last PPC meeting****Advent & Christmas.**

11th Nov - Remembrance Sunday - 11.00 Silence to be observed during 10.30 Mass.

- In Memoriam service - 6.15. Consider 100 battery candles & Poppy Tree.

25th Nov - Christ the King - Son Seekers at 10.30 Mass; Uniform Groups to attend 10.30 Mass.

1st Sunday of Advent - 2nd Dec - Healing Service

2nd Sunday of Advent - 9th Dec - Carols in the Market Place

3rd Sunday of Advent - 16th Dec - Reconciliation will be available after all Masses this weekend.

4th Sunday of Advent - 23rd Dec - Advent Carol Service - 6.15 - will be children led, with traditional Carols & Readings.

Advent theme- Mary D has developed proposals - 'Preparing for a baby' - to be considered through different ages, generations & cultures; or 'What are you doing in preparation for Advent & Christmas' Announced during November to generate parish contributions from families, individuals or parish groups. Contributions / individuals could then read or record to play their reflections during weekend Masses - one story for each Mass.

Advent Stations proposed on Friday nights in Advent. Building on the success for Lent

Advent programme - to be developed incorporating Diocesan information / contribution

Singing Carols – Continue to sing Carols during the whole Christmas season up to 2nd Feb.

Christmas Dawn Mass- and all Masses during the Christmas Season - music to reflect the theme and readings of all Masses.

Children's Nativity - Gifts to be given to North Herts Food Bank.

Consider - give children paper Hearts during Advent to write a message to go with their gifts

Son Seekers - shortage of helpers. emails sent to 25 people requesting help and to ensure this work grows organically. Possibility of Confirmation group helping?

Helen wants to focus on the older children who want to help the younger as part of Youth Ministry and to take it out of the confines of the Church for teenagers.

Ministries

Eucharistic Minister 7 candidates on a programme to be EM's and further 5 identified. = 12 in total.

Readers - A co-ordinator is needed for readers.

Music - Choir and Music Group appreciate the space and light in the Church. The new organ is fantastic!! The choir have been learning some new mass settings which could be recorded and put on the website for people to listen to should they want to learn them.

Servers - Training of new servers needs to start following First Communion in June and finishing off in the Autumn. NB - Ben will be staying on till the end of the year.

Children's Liturgy - short of helpers and needs another church appeal

Sacristy - Carol Mascarenhas has taken this on.

Other Matters - After Communion - Fr Tom is rethinking various aspects of the rubrics at Mass including removing all communion vessels from the altar to a side

Suggestions for change/improvement/issues to be addressed**Objectives set/Planned Activities****Diary Dates - 2019**

18th - 25th Octave of Unity

13th or 20th Jan - 10.30 Mass pupil exchange. Unity Service is in Christian Centre.

22nd Jan - 7.15 pm - Ecumenical Unity Prayer Service

6th March - Ash Wednesday.

Date of next meeting – Wednesday 12th December 2018 – 7.15 pm.

Who

Area of Activity LiveSimply - Ann Milner**Activity since last PPC meeting**

One World Group(OWG) Coffee Mornings held each month on 3rd Sunday. Charities supported since last PPC were Street Talk and Mercy Ships. Meeting to decide charities to be supported next year has taken place..

Peoples Vote on Brexit March attended on 20th October. It passed off peacefully.

Several Globethics (Ethics and Action) webinars attended on various topics germane to Laudato Si.

Season of Creation Walk took place on Saturday 29th September. It was attended by someone from outside the parish as well as parishioners. Litter was picked as well, filling several bags.

Livesimply Facebook page continues to provide useful information and discussion opportunities as well as a good opportunity to disseminate relevant petitions etc.

Michaelmas Fair: this was a great success with over £6500 being raised, the parish will receive just over £4400.

Parish Display Board: Design of artwork ongoing.

Gardening group met in October and was due to meet Saturday 3rd November. They were joined in October by 2 new volunteers. Funds from their coffee mornings were used to pay for someone to clear the more difficult areas of the parish garden thus freeing the team up to do the easier areas and gave them a break from the more heavy work.

Livesimply Certificate was presented to the parish at each Mass during the weekend of 15th/16th September. Each presentation was performed by a different team member to give maximum exposure to the parish of who we are. The certificate was received very enthusiastically by each priest and parishioners also commented favourably. The certificate will be put up on the livesimply noticeboard.

Adoremus Symposium Day: This was attended on 7th September but was disappointing since it turned out to be a lecture/presentation rather than the anticipated workshop. However a very interesting **Parallel Session** on the TV series Broken was attended on 8th.

Peace Poppies Collateral Damage Project: White Poppy-making workshops were held on Wednesday 10th and Saturday 20th October. Attendance was dismal – 1 person on the Saturday, no-one on the Wednesday. However some poppies were made and will be brought to Hitchin Friends Meeting House for inclusion in their display.

Laudato Si Retreat: Only 2 people expressed an interest in this and when informed that there would be discussion sessions in addition to the meditation & reflection sessions, they felt that 2 people was not enough. Therefore the retreat sadly had to be cancelled.

Reaching Out to local 'Eco' Groups: A link has been established between the livesimply team and the Letchworth Transition Town movement.

Suggestions for change/improvement/issues to be addressed

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

Objectives set/Planned Activities**Who**

Finish artwork for display board

AMM

Contribute livesimply tips for 2019

LS Team

Carry out a review of livesimply team activities and objectives

LS Team

Apple trees to be pruned in January

Grdn Team

Labrynth to be designed and planned

Grdn Team

Conscientious Objectors display in the church being planned to be available before Remembrance Sunday.

LS Team

Livesimply Coffee Morning: taking place on Sunday 4th November

LS Team

Sale of White Poppies: will take place the weekend of 3rd/4th November

LS Team

Next Meetings: Next LS/OWG meeting will be the AGM on 12th November with **Ellen Teague** as guest speaker. Ellen will speak about the links between justice and peace work and care for our common home. She will focus on 'eco martyrs'.

LS Team

Area of Activity Maintenance JohnScott**Activity since last PPC meeting****Summary**

Credit - as always - to all volunteers.

Many small tasks this time - plus a couple of sizeable ones

At least **one** which we could really do without

**Activity since report of September 2018**

3010_1/ remove dud hall/kitchen alarms, check new ones(js)

3010_2/ CH Front Door draughty (js)

2610_1/ Hall clock battery (JS)

2510_1/ Leaky skylights on South Wall turrets (ME & JS)

2510_2/ Fr.Andrew rattly gutter (ME & JS)

2510_3/ security light between DH and EC (JS)

2510_4/Remove icecream wrappers, tissues & crisp packets, from church heaters(JVC)

2510_5/ Replaced battery in Hall kitchen smoke alarm (JVC)

2110_1/ repair congregation-counter (js)

1910_1/ sound desk cable to play music from mobile phones etc. (ME)

1510_1/ fit donation box to candle stand (JS)

1510_2/ Leaky skylights on EastWall turrets (ME & JS)

1510_3/ resolve disputed meter reading on obsolete elec. meter (ME)

1310_1/ anti-leaf thing for drain at the SE corner of CH. (JVC)

1310_2/ Modified access ramp to CH (JVC)

0710_1/ disabled loo hand-drier-burning smell reported - no fault found (js)

0210_1/ urinal flow valve and plumbing leaking (ME)

0210_2/ hall serving hatch handle to replace user-vulnerable knobs (JVC)

0210_3/ sealing strip on Fr.Euloge shower screen (js / PJ)

0210_4/ pre-clean church skylights ready for sealing (js)

0210_5/ clear out turrets and front gutters (js)

2009_4/ several sitting room lights Fr.Andrew's flat (js)

2009_3/ LED flood light over the front steps to the church (js/OliverRussell)

2009_2/ seal round Fr.Euloge's bathtub - leaking on kitchen ceiling (js)

2009_1/ re-Plunger the urinals (what _do_ they put down them ?) (js)

1509_1/ get quote for new choir fuse box.(ME)

1009_1/ extension lead rescue after attack by vacuum cleaner (ME)

1009_2/ Clean Hall, choir, LCR and UCR upholstered red chairs (Trish, FMC, JVC)

Suggestions for change/improvement/issues to be addressed**Imminent/In-hand**

0/ huge task to build choir platform in place of old organ (JVC et.al.)

0/ arrange to monitor electricity by phase usage for church supply.(me)

0/ hall dishwasher constantly calling for salt (js)

0/ obtain proposal for hall/church boiler control replacement (js)

0/ Book replacement fuse box in HALL since it needs RCD and surge protection (me)

Objectives set**Who**

Activity since last PPC meeting

Outreach

- Visit to Café in Letchworth which supplies fresh food to those in need rather than it go to waste, from local retailers. Went with John McGuire, chair of CTH. It is a great idea but needs a champion to make it work in Hitchin.
- Looking to support Milford Lodge Care home with a form of Meditation once a month if possible. To start in November.
- Underwent driver training in the mini-bus at Stagenhoe so I .can continue to drive Linda Budd.
- Delivered a talk about the foodbank to Priory School year 9. They have committed to supporting our recycling programme in the coming half-term.

Liturgy

- **Attended Eucharistic Congress** with Susanna, Frs Tom and Euloge, Theresa Hyde and Ann Milner. Extraordinary experience and looking to see how we can share this with the parish. The leaflets for Exposition have proved very popular.
- Met with Bishop Paul in advance of the school Mass which I was able to support with hymn practices with Susanna.
- **Pet blessing service** had 21 people, 6 dogs, 3 rabbits and Nibbles the hamster. It was a lovely evening and well received by everyone so we hope to include it in our programme for coming years on the feast of St Francis.
- Met with Mary Deuchar to look at Advent service preparation. Mary has some excellent ideas.
- **In Memoriam service** invites sent to parishioners
- Supported Son Seeker All Hallow's Eve event.

Other support

- **Side Chapel project** still awaiting response from structural engineers re some queries and have chased twice. Have met with donor and family to discuss plans for the implementation of the project. As soon as we have response from mnp we can finalise proposal for the Diocese.
- **Promotion of Michaelmas Fair** continued to support the MF with the production of the packs for distribution and the programmes for the day. The school also supported the MF with themed artwork in the church and banner posters in the hall around the theme of Save our Oceans. Great thanks to all the team for a very successful fair and community event.
- Attended a bereavement team meeting to support the group as they have lost two longstanding members in Eileen and Brenda.

- Newsletter team meeting with new member Paul Dias – thanks to Richard Bradford for his work on the team. The newsletter has been restructured.
- Attendance at 'As I am group'

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

None but other things done

Who

Objectives set

Find a new co-ordinator for the readers rota

Set up a robust visitors group

Submit side chapel proposal to Diocese

Who

TB

TB/MH

TB/JC/JS/DW

Area of Activity

Sacramental Preparation – Susanna Hawksley

Activity since last PPC meeting

Baptism

The next baptism preparation course is running on the 18th and 25th November. I have 6 couples interested. I am getting a significant proportion of people doing the course *after* the event, which is not the most effective use of the resource.

Reconciliation and Holy Communion

The course has begun and I am still getting applications; it is going to be another busy year. I am trialling running a second delivery of the parental preparation, for those who cannot attend on Tuesday evenings. This is taking place at Our Lady School next day, on the Wednesday afternoon. The first time, two mothers attended. If doing this means that even two families can access the course properly, I am happy to put in the extra time. I am grateful to Ciara Nicholson for allowing me the use of the Year 3 classroom.

This year I also have a small number of children with learning disabilities or special needs on the course. I will be attending the Caritas St Joseph's course for helping people with learning disabilities or other needs to prepare for sacraments – unfortunately these aren't until February/March. I have met with the parents and discussed my approach and I am (reasonably!) confident that, working together, we will be able to make it a good experience for the children.

Confirmation

This won't begin until January – I am in the process of looking at the course and fine tuning it for next year.

Marriage

We have a course running on 17th November. There is a new person heading up the Marriage

and Family Life outfit at the Diocese: Deacon Roger Carr-Jones. He has made some changes (scrapping a course) and I hope this means that he will be putting the released funds into something really good for users.

RCIA

I currently have one returning Catholic, two adult Confirmation candidates and two candidates for reception into the Church. Last Sunday we had a Confirmation and this Thursday we will have another. I was asked on Sunday about a possible reception... it's a steady flow. My thanks to Zoe Lavery, who is helping with catechesis; it's good to have company and help!

Suggestions for change/improvement/issues to be addressed

Objectives set	Who

Area of Activity Safeguarding – Trish Bonnett November 2018

Activity since last PPC meeting

Maria has been getting to grips with the systems and is now registered for ebulk. We are still chasing Diocesan paperwork from two people.

Maria has sent out requests and paperwork to a number of people who require rechecks. They are gradually getting their paperwork in to us.

Applied to Diocese to be on Safeguarding commission and much relieved to say that I was not offered post.

Suggestions for change/improvement/issues to be addressed

Objectives completed from last report	Who
Checks initiated on those who need rechecks	TB/MG
Objectives set	Who
Chase the outstanding Diocesan paperwork.	TB/MG

Area of Activity Website November 2018 – Andrew Thaelke

Activity since last PPC meeting

Routine updates to information pages, including Mass intentions, Parish newsletters and Childrens liturgy material; and a few new petitions each month added to the Justice & Peace page.

No new pages have been added to the website.

Suggestions for change/improvement/issues to be addressed	
I've been asked if we can discover what parts of the website are being visited – this is certainly possible using tools like Google Analytics. However, the Diocese privacy policy (on the website) appears to indicate that they are using Google Analytics already. It is probably worth asking the Diocese if they are doing this and if they collect data for the individual parish web pages. If not, the diocese would need to be involved in setting this up.	
Objectives completed from last report	Who
Objectives set	Who

Area of Activity YOUTH – Teresa Pernak	
Activity since last PPC meeting	
<p>There were two events organised by Son Seekers team since the last PPC meeting:</p> <ol style="list-style-type: none"> 1. Funday Sunday -23rd of September – with 30 children attending 2. All Hallows Eve Party – 28th of October with 36 children attending <p>All three events proved again to be successful; atmosphere was great, there were numbers of activities and games, so everyone could enjoy themselves.</p> <p>Son Seekers team were also involved in helping at Pet Mass held on the 4th of October and Michaelmas Fair on the 6th of October in our parish.</p> <p>The next upcoming event is Christ the King Funday Sunday 25th November.</p>	
Suggestions for change/improvement/issues to be addressed	
Objectives set	Who
	TP