

Parish Council Meeting Minutes
Monday 12th December 2022

1. Present:	Catherine Wloch (Chair), Colin Frost (Finance and SVP), Richard Wloch (Folk Group), Zoe Elliott (Altar Servers), Yvonne Hillier (Safeguarding), Siobhan Denny (Youth), Daniella Bourke (Senior and Children's choir), Fr. Jose (Assistant PP)
2. Apologies received from:	Fr. Nicholas, Noreen Flynn (Minutes), Nicola McGeady (Girl Guiding), Robert Nunn (CAFOD), Eileen Bonnar (Eucharistic Ministers and Readers), Jenny Mascarenhas (Mothers prayer group), Margaret Corbett (Walsingham prayer group), Harriet Plumb (Jubilee trust), Ron Burchell (Parishioners Rep)
3. Welcome and prayer. Colin Frost opened the meeting with a prayer.	
4. Matters and actions arising from previous meeting Corrections to previous minutes Message from Chair and committee: Ann-Maria Loughman and her team of helpers should have been included in the list of people deserving special mention for helping in Fr. Duncan's funeral arrangements and wake. Altar servers: the reference to the Presbytery door should have been to the Sacristy door being kept open when servers are present. Actions Funding to install appropriate lighting outside the Scouting / Girlguiding hut has been approved The timer for the lights in the main car park needs to be adjusted so that the car park is lit in time for church services in hours of darkness.	
5. Update on Parish plans and issues New Parish Priest As announced over the weekend Fr. Sean Carroll has been appointed as our new Parish priest and will be arriving in early January. Great news! It was suggested that a parish welcoming event be organised, with light refreshments and snacks in the Hesdin hall, after a Saturday vigil mass in early February. Action: Catherine to confirm details In addition a smaller event, cheese and wine, could be held for representatives and their partners from all the parish organisations to provide an overview of their work for Fr Sean. To be confirmed at the next meeting. Fr Sean to be invited to the next Parish Council meeting, 9 th January. Action: Catherine to invite Fr Sean. Safeguarding The notice regarding the use of continuous video streaming and occasional recording during services is now on the website and has been included in the Parish Newsletter so everyone should be aware. The diocese continues to struggle with staff shortages and only 2 DBS checks submitted in September have come through so far. Remaining outstanding DBS requests have been submitted.	

In the new year the plan is to check for all upcoming renewals and submit requests in good time. Also all organisation leaders to be emailed reminding leasers of their safeguarding obligations and available online training.

We will follow the safeguarding protocols issued by the Diocese rather than produce different ones for the parish even though they seem to be heavily focused on DBS, however, the guiding principle is that adults, DBS checked or not, should never work or be alone with children or vulnerable adults.

Yvonne to check if Colin's email is working now.

Altar Servers

The Christmas social went very well and was enjoyed by all attendees. The 6 new recruits have completed their training and will now consolidate their skills whilst performing their duties under supervision.

Forms requesting permission for video streaming and recording of altar servers to be signed by all altar servers over 18 or their guardians if under 18. **Action Zoe to issue and collect signed forms.**

Yvonne offered to attend a senior server meeting on an agreed date so that any outstanding DBS documentation can be checked in one go. Date to be agreed.

Siobhan has found a framed document in Latin in the sacristy which mentions an event, thought to be Altar server related, on 23 Feb 1932 which is 90 years ago. Once it has been translated a suitable commemoration may need to be organised.

Finance committee and budgets

Nothing to report as no further meetings have been held since the last Parish council meeting.

Christmas Fayre

This went very well indeed. There was a great atmosphere both during the set up on Friday and at the fayre itself. There were several new stalls and considerable help was given by the youth team from St Gregory's church.

Clarification has been received that Fr Duncan agreed that due to the current country wide financial difficulties experienced by so many that the proceeds of the fayre should go to the SVP. In turn the SVP have decided to share the proceeds between the SVP, Fr Duncan's memorial fund and St Gregory's food bank.

Christmas carol service

Thanks to Daniela for organising at such short notice. The service went very well and was enjoyed by all who attended. It is a good tradition and with more notice it is hoped that more organisations will join in next year.

Parish website

The Westminster [demo sites](#) and the [stpatricksoho](#) site have been circulated and all are encouraged to explore these sites to see how parish websites could be constructed. All suggestions to be sent to Richard who will collate and make a proposal in the new year.

In addition, any content that organisations want posting on our existing site please send to Richard. If that includes photographs with identifiable people please ensure appropriate permissions have been obtained.

SVP

Fr Duncan did not want to have information about the SVP on the parish website so that is why there is none. The situation may change when Fr Sean takes over.

The SVP worked with the Jubilee Trust to help provide lunch for the elderly at Douay Martyrs school.

Folk Group

Following the publication of the Mass time and music survey Daniela and Richard will discuss to see how best to provide the appropriate music for each mass and preserve the 3 choirs.

Senior Choir and Children's Choir

The choir enjoys singing choral music and is between 5 to 12 strong. Would like to recruit more singers. The Children's choir is growing in numbers and will now need an adult volunteer to assist. The numbers will be limited to 30.

Youth Groups

There are several groups organised by age ranges and each have their own sessions: years 4/5 meeting once a fortnight, and years 6/7/8 and years 9/10/11 alternating each Friday. Numbers vary between groups but are anywhere between 20 and 60! Older groups have fewer attendees.

The young adults group is slowly building up but little in numbers so far.

The Lourdes team is quite small this year numbering only 8 but may pick up in the new year.

The need for an assistant youth worker was identified early in the year but due to Fr. Duncan's health not pursued. This should be progressed with Fr. Sean.

Confirmation and First Holy Communion programmes

Both programmes continue to be run by the existing volunteers and Fr. Jose is actively participating.

6. AOB

Fr Jose suggested that Altar servers might be able to come directly from the main body of the church to assist with the Mass. This proposal doesn't address the need for all the preparation work but will be taken into consideration.

The artist who painted the parish "tree" in Hesdin Hall has offered to come in and add Fr. Duncan's name to one of the roots. All agreed this is a good idea. Access to be co-ordinated with Anne.

This week's Newsletter stated that the Parish will support people wanting to attend the World Youth Day in Lisbon but did not specify to what extent so expectations will need to be managed.

7. Date of next meeting:

The next meeting will be 14th November.

Future dates

- Monday 9th January 2023
- Monday 13th Feb
- Monday 13th March
- Monday 17th April (3rd Monday to avoid Easter)
- Monday 8th May
- Monday 12th June
- Monday 10th July

8. The meeting closed with a prayer.