

Action Minutes of Parish Council Meeting 16-02-2021

Fr Francis Antwi-Darwah (Parish Priest)	Peter Godwin	Elizabeth Lizzio (Vice-Chair)
	Mark James	Martha Moroney-Lewis
Deacon Paul O' Connor	Maureen Kelly (Secretary)	Eammon Rafferty
Katherine Ajibade	Christine Lambert (Chair)	Emma Smith
Teresa Clarke	John Lambert	Jackie Tominey

Apologies:

Deacon Justin Cross	Craig Brown(Secretary)	
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	Opening Prayer
1	<p>Actions from Minutes of 18 Jan 21 except where otherwise covered below.</p> <p>All updates covered below</p>
2	<p>Share outputs from the 5 priorities and agree next steps</p> <p>Fr Francis had identified our 5 priority groups of:</p> <ul style="list-style-type: none"> • Building Community • Ecumenism • Evangelisation and Social Justice • Spirituality • Youth <p>Members of each group had met and compiled a summary including a proposed definition/ aim/ Key strands of activities/measure of success. These summaries were shared prior to the meeting.</p> <p>A briefing was given from these summaries by a member from each group and initial further thoughts and comments were invited from PPC members. These included:</p> <ul style="list-style-type: none"> • Building Community Draft definition for this PPC group: To support our Parish Community becoming even more inclusive and vibrant with a focus on getting even more people to join and become actively involved with our masses which are the centre of our Community and to reach out to and care for all of our parishioners. Our Community needs to be accessible to all and a place where all can feel they are welcomed and are a part of. Particular focus will be given to welcoming new parishioners, engaging those who attend mass alone and ensuring our elderly and vulnerable do not feel forgotten. Our inclusivity, vibrance and care to be driven by the teachings of Jesus. Christ. <p>Draft aim for this PPC group: To re-invigorate Parish activities to ensure that there is a place for all and we are inclusive to all so new parishioners feel welcome and everyone feels connected by being closer, stronger together and feeling that they are a valued part of our community. Our focus will be on 25+</p>

The thinking by the group was considered to be comprehensive. It was suggested that if a number of the proposals were to be taken forward, putting them into smaller parts could help to move them forward. There were practical suggestions on the proposal of a livestream facility for our masses or use of YouTube to record the mass on camera and then share on YouTube. The welcome pack was also received as a good idea.

ACTION

Fr Francis approved that Deacon Paul to make inquiries as to cost of livestream installation from his contact.

Eammon to make inquiry as to cost for a second Wi-Fi hub provision to support a livestream facility in the Church.

YouTube suggestion by Craig also to be considered as an option.

- **Ecumenism**

Draft vision of Ecumenism in St Bart's:

"To welcome all and, in the spirit of fellowship, create and share in prayer services, talks and events which encourage dialogue and understanding, demonstrate our unity, spread the Good News and enrich our worship."

This was acknowledged as a detailed summary incorporating key elements of ecumenical activities that St Barts had been involved with right up to recent months recognising the richness and links already established in the Parish.

There was a good discussion around the Friday morning mass at St Barts including the point concerning the convenience of location for those living nearby and for parents who drop children at St Adrian's school. Fr. Francis stated that he was reluctant to cancel the Friday morning mass where there were some 10 parishioners regularly attending at St Barts. Fr Francis also stated that we need to keep in mind that the Parish has changed a lot over the past 20 years.

ACTION

Fr Francis, Deacons Justin and Paul will consider further as to the Friday Mass but the overall feeling was that parishioners could enjoy the choice of either or both masses.

- **Evangelisation and Social Justice**

Draft overarching aim for this PPC group: "encouraging and co-ordinating a mission for evangelisation and social justice by pursuing an active programme of social justice at a local and a national level"

It was agreed that social justice involves both our local community and a wide, national and international focus. The summary from the group was considered very concise with ideas and a desire to build on links with existing and PPC groups and engage the parish in their views on evangelisation and social justice. It was agreed that our current Parish groups are a key foundation to build on in this area and there is already a lot of social justice work going on in the Parish (including through Justice & Peace Group). It was thought important to link also into the wider church to focus on the work being advocated by Pope Francis.

ACTION

We need to know the social justice work already being covered by our current Parish groups. We then move on to open other identified areas to the whole Parish. See general action at 2.3 below with linking current Parish groups

- **Spirituality**

Draft definition of this PPC group: "The Spirituality Group seeks to help our community to get closer to God in our daily lives"

A number of services and spiritual activities were discussed in the group feedback including retreats.

Fr Francis shared that he would want to reintroduce processions as these are a powerful experience. These could be joined by people from other areas too. He had previously made enquiries concerning the requirements of the police and local authority re permission and support. Processions could be held to recognise the feasts of Our Lady, Corpus Christi, St Bartholomew.

It was agreed that a bible study activity is feasible with people joining remotely together by zoom.

The immediate idea of a novena for St Joseph was agreed.

ACTIONS

- 1. Peter to follow up availability of materials from the Diocesan Evangelisation team re Novena**
- 2. Peter to provide entry for the Parish newsletter weekend of 28.02.21**
- 3. Parish arrangements announcement by Fr Francis on 10.03.21**

• Youth

There were 3 categories proposed, depending upon age:

- Primary aged children (including pre-school) 0-11 years
- Secondary aged children through to 17 years)
- 18-25 inclusive of early adulthood and university students

There was discussion as to whether this group should be renamed 'Families and Young people'. It was agreed for now that this group continues as 'Youth'.

It was agreed that supporting parents to help our children, young people and young adults grow in their journey of faith is an important element which we need to provide for. It was also agreed that making an impact in small things is where we should start.

ACTIONS APPLYING TO ALL PRIORITY GROUPS

With the benefit of tonight's discussion, our groups will consider further their definition, aim and key strands of activity over the next week. Group leaders will then meet with our leadership group to finalise and integrate these and take recommendations for actions to Fr Francis for his direction.

2.1 Process for drafting an overall "Vision"/ "Mission" for Bart's will be taking place in parallel offline.

The Council would look for a small group to work on this with Fr Francis.

ACTION

Members of the group to be identified and agree to involvement

2.2 Overview of PPC and alignment and proposed timeline

The Chairman briefed on key documents shared prior to the meeting.

These documents included a draft visual to share the overall structure and inter-relationship of various parish groups and committees to provide visibility and aid understanding by the whole parish, the areas the Council will deliver under to the Parish, the process by which the Council will deliver and the outline timeline.

ACTION

The overall approach was agreed, with Fr Francis making one change to the draft visual showing the overall structure. These documents will be updated and shared with the whole Parish soon, including on the website.

	<p>2.3 Update on status and alignment of list of existing active groups in the parish Further consideration had been given to aligning existing Parish groups to the 5 priority groups of the Council. It was agreed that we now needed to know more detail of the work of our current Parish groups.</p> <p>ACTION Our priority group leaders will agree with the Chairman and Vice Chairman those active parish groups which linking with their priority areas within the next two weeks. Each group leader will contact representatives of the Parish group to understand the main activities of the Parish group and to agree how the priority group can link in and support the parish group.</p>
3	<p>Communicating With & Engaging Our Parishioners A brainstorming discussion acknowledged existing methods of communication which already make a difference in these lockdown times:</p> <ol style="list-style-type: none"> 1. Digital sharing of Newsletters and Missalettes has made a big difference 2. The SVP follows up with people who are known to be at risk of loneliness and in need of contact. Under current measures this is mostly done by phone call. Kat confirmed that members are working hard to keep in phone contact with all they know of. 3. Weekly newsletter entry to let Fr Francis know if anyone is feeling alone and asking all in the Parish to be alert to those who maybe <p>and possible ideas to extend our Parish communications:</p> <ol style="list-style-type: none"> 1. Sending a letter or e mail (using database) to a cohort of those who may welcome a zoom/e mail/letter contact or telephone call. We already knew by chance of one elderly member of the Parish who had felt nothing heard from the parish community for many months. Could members of the PPC join with the SVP with being willing to make regular call (zoom or phone) if response numbers meant demand too great for SVP alone? 2. Promoting the Parish facebook page. Facebook chat may particularly appeal to the younger members of the Parish (including young adults) 3. "Barts Bulletin" to be restored in both digital and paper formats <p>Thoughts were shared on how we should approach communications. It was agreed this is a big and important area to get right. Chris Blandford has been doing a valiant job all through lockdown but he needs help now with the parish website and a profile of requirements has been prepared. We need an individual for website maintenance/media/graphics AND a person or small group with skills in social media drafting of communications so we can deliver consistent, informative and co-ordinated messaging.</p> <p>It was agreed that the PPC will continue to consider the best means of effective communications as we move going forward with our work.</p> <p>ACTION</p> <p>The PPC will update the Parish on our progress and undertake a Parish survey soon, as part of our process, once we have agreed the content of priorities.</p> <p>The role for a volunteer Webmaster to be advertised in the Parish newsletter on 21 February. All PPC members to consider if they know of anyone in their network who could be interested in doing this. PPC members to consider if they have the skills or can recommend an individual.</p>
4	<p>Maintenance Update The Chairman clarified that the maintenance group had a special place in the outer circle of the overview diagram to reflect that it was important that this group was able to act independently and not be subject to consents of the PPC. The Maintenance team is supporting the fabric of the parish and ensuring compliance with regulations. Several members of the Maintenance team are members of the PPC. The Maintenance Team can add agenda items to request inputs from the PPC, provide updates to the PPC, as needed, but its decision- making does not depend on the PPC. Decisions can be made directly with Fr</p>

	<p>Francis which should enable swifter decision-making on crucial, compliance topics. This is similar to the Finance team which is also represented at the PPC by an existing Finance Team member (Eamon).</p> <p>It was agreed that there may be some matters where it would be appropriate for the maintenance group to refer for the support of the PPC and advice of Fr Francis.</p> <p>The maintenance update was given which included:</p> <ol style="list-style-type: none"> 1. The works done across previous 12 months 2. The annual risk assessment had been conducted by a company linked to the Diocese. Following this, there is a body of work now needing to be done with firepacks and policies as a priority. We will meet in early March as a group to discuss fire safety issues further and then put recommendations to Fr Francis. We need fire notices and fire marshalls who will need training. John Lambert is acting on this 3. Mark is organising a rota for our contractor(Anthony) to cover lawnmowing and upkeep of the grounds. We will need a Spring and Autumn clean-up of the edges of the grounds. Members of the parish always respond well to this general invitation and do an impressive job. 4. New notices on fire safety information will be displayed in the carpark. 5. John Lambert is painting the entrance ramp to be more visible and to meet requirements 6. A spotlight is to be installed in the carpark to increase the safety and accessibility of the carpark by those attending evening masses at seasons of darkness. <p>Eammon was thanked for the significant achievements he has led between the one risk assessment and the next, 12 months on.</p>
5	<p>Any Other Business</p> <ul style="list-style-type: none"> • Deacon Justin and Deacon Paul will lead the spiritual formation activities at our meetings to enable the PPC members to develop their own spirituality. it was agreed that we would work through together a book “Divine Revelation” led by our Deacons <p>ACTION Deacon Paul to arrange purchase of copies of the book for the group</p> <ul style="list-style-type: none"> • Teresa suggested a half day retreat for the group as soon as COVID measures allow • It is important that the Parish hear of the PPC delivering soon. The first action will be the St Joseph’s novena being led by Fr Francis and comms on arrangements led by Peter • Our Vice Chairman requested remaining photos were sent to her as soon as possible so a collage of the PPC and our clergy could be displayed on the website and in the church porch <p>Dates of future PPC Meetings at 19:30 hrs: Weds 17/3 (subject to change); Thurs 15/4 (subject to change); Monday 17/5; Tuesday 15/6; Weds 14/7;Thurs 16/9 (subject to change): Mon 11/10, Tuesday 16/11, Weds 15/12.</p>
	<p>Closing Prayer</p>