

## Action Minutes PPC Meeting 15.02.2022

### Present:

Fr Francis Antwi-Darkwah	Christine Lambert, Chair	John Lambert
Natalie Carolan	Mark James	Deacon Paul O'Connor
Teresa Clarke	Maureen Kelly, Secretary	Eamon Rafferty
Deacon Justin Cross		Emma Smith

### Apologies

Elizabeth Lizzio, Vice-Chair	Peter Godwin	Martha Moroney-Lewis
Jackie Tominey		

1	<b>Actions from Minutes of 17 January 2022:</b>
1.1	<b>Hymn Books</b> resolved
1.2	<p><b>Refugees at the Noke:</b>  <b>Teresa Clarke delivered the update which included-</b></p> <ol style="list-style-type: none"> <li>1. There have now been 2 meetings to plan the approach for the introduction of English language skills sessions for the refugees. The first took place at Greenwood RUC when a briefing was delivered on how to effectively run these classes. Today, Theresa and Mark with others, attended a meeting at The Noke where 130 refugees are currently placed including 3 women and children. It has been agreed that 'conversation sessions' will start next Wednesday at Greenwood RUC. There will be a representative attending for The Noke to support the smooth running of this first session. It was suggested that a key factor is to engage those attending and ideas were given which would encourage this.</li> <li>2. It has been suggested that shoes and outer jackets would be welcomed for our refugees.  <b>Action</b>  <b>Teresa will check with her contact at St Albans and Stephen and the Local Authority to co-ordinate on this and ensure there is no duplication.</b></li> <li>3. The children of families currently placed at The Noke are attending across our local schools.</li> </ol>
2	<b>Update on Parish Groups and Events</b>
	<p><b>Ecumenism – Lent Groups 2022:</b>          These groups will be offered to our parishioners both on a Face to Face and Zoom sessions basis. This year, discussions and reflections will be based on the book: God Has a Dream. A poster will be displayed and sheets will be available at the church entrance and entry made on the website for the information of our parishioners.</p>

**Spirituality:**

There had been good attendance at our evening service on Wednesday 02.02 to celebrate the feast of Candlemas. Feedback was that those attending welcomed the reflective experience this offered.

A St Valentine's prayer card giving a short summary and reflection had been available for our parishioners to take home last weekend and feedback showed it was appreciated.

**Building Community:**

It was agreed that the next Parish cake bake would be on Lenten Laetare Sunday (27.03). The funds raised to go towards our Jubilee Anniversary funds for the proposed commemorative items for St Bart's 60 years and ideally to support the enhancement of the Lady Chapel. The Lady Altar provides an area of quiet reflection open for all parishioners to use. (See also below at item 3). There will be a second cake bake fundraising event planned for 14 August.

**Youth:****Involvement of St Adrian's with Parish Masses and Activities**

Christine Lambert, Emma Ahern and Martha Moroney-Lewis have now met with Mrs Aideen Porter (headteacher St Adrians) and Alison Brown, Parent Governor, as part of strengthening the involvement of our schoolchildren with Parish masses and activities. Mainly as it is the beginning of half term on 28/29 May it was agreed that September would be the earliest time to be considered for a mass at which some of the children attend in their school capacity as part of our 60<sup>th</sup> Anniversary activities. It was agreed that involvement of St Adrian's in celebrations would be best in September to engage families and before Fr Francis leaves for his annual holiday.

**Prayer Garden:**

Maureen Kelly gave a short update briefing which included-

1. The concept of a prayer garden to the right side in our church grounds (behind the trees) to provide an area of reflections welcoming all parishioners, ecumenical friends and others for contemplation and occasionally outdoor masses was still in early stages. This is a project which
2. Blessed Earth had been requested to provide a quote on an initial design for a hedged entrance, short central pathway leading to a circular planted area edged with small paving representing a rosary decade, space for a small altar within the circle and a Marian statue, a few secured benches and screening against the fence to give more shelter to this area. 3 levels

**Actions-**

- a) **Youth group to seek two further quotations**
- b) **All members of PPC and Maintenance committee to let Lizzie Lizzio/MK know of contact details of any company who could be interested in this work**
3. When further initial quotations had been obtained and after the May Anniversary celebrations there can be further discussion by Youth Group, PPC and with the Parish (if it is agreed to be put forward to be proceeded with)
4. This would be a project over the next 12 to 18 months and could proceed only with help in funding from parishioners and possibly sponsors. If the Parish and Finance Committee support the concept (together with Diocesan approval if cost exceeds the sum when approval is required), this will become another commemorative element of our 60 Anniversary.

	<p><b>Social Justice :</b> The next Fairtrade lunch will take place on Sunday 06.03. <b>Actions-</b> Mark James needs help with selling tickets after the Saturday 18:00 Mass and for a second cook.</p>
3	<p><b>Jubilee May Weekend Planning:</b></p> <p>Christine Lambert (Chair) had shared a detailed planning spreadsheet with PPC members following an initial meeting of the Jubilee Planning Group.</p> <p>Christine led the discussion which included-</p> <p><b><u>Proposal of 2 Jubilee "legacy" projects</u></b></p> <p>Against a social climate of significant increase in cost of living and rise in interest rates hitting our parishioners over the months of 2022, the Planning Group had considered, taking into account the combination of limited available parish fund and contribution from parishioners in this difficult year, what legacy acknowledgement of our Jubilee year, could reasonably be looked for and delivered by May.</p> <p>The Planning Group identified two possible suggestions: one going to the spiritual and the other going to the social, community, education and commercial life of the Parish.</p> <p><b>1.Enhancement of the Lady Chapel</b></p> <p>This would be a simple structure around the altar and statue of Our Lady of Lourdes into which floral displays could be incorporated. This would give a more visual focal point to the Marian statue in the Chapel, bring warmth and make it feel even more prayerful, drawing personal reflections possibly linked to visits to other Holy places.</p> <p>Comments in discussion included that the casing and overall effect would need to be in keeping with the style and simplicity of our Church which is quite plain</p> <p><b>Action</b> <b>Sinead is working on a design suiting the style of the church and costings.</b></p> <p><b>2. Smart TV in the Hall</b></p> <p>This suggestion is seen as an addition to social, community, education and commercial aspects of Parish activities.</p> <p>Comments in discussion included that the costing and implementation would need to take into account the linking of the Smart TV in the hall location to internet provision to fully function as a smart TV. Suggested that Sky TV may be the best to deliver this.</p> <p>Deacon Paul updated that he had spoken to Edward Behan who is willing to advise but not in a position to take on the installation. Also James Burke had confirmed he would be willing to take on the installation and could source materials. No costing had yet been given. Fr Francis suggested that we get the costings on both proposals and then decide if we go ahead with one or both. This was agreed.</p>

**Action**

**Deacon Paul to take forward obtaining of costing on purchase and installation of the Smart TV.** There is a Finance Meeting on 1 March where costs will be discussed.

**3.Parish Retreat**

Suggestion was made at the meeting, given it was some years since the Parish had had a retreat, that a Parish Retreat could be part of the 60<sup>th</sup> Anniversary year too.

**Action**

**This suggestion to be considered by our Clergy and Spirituality Group**

**iii)Communications Planning –**

Christine Lambert (Chair)briefed on the May 60<sup>th</sup> Anniversary Weekend plan shared prior to the meeting including and this was agreed. By PPC. It included:

**Saturday 28.05** – The celebrations would begin with an Ecumenical walk in the afternoon followed by tea and cake in the Hall with opportunity to view the exhibition displayed. This would lead into the 18:00 mass which Deacon Paul was leading on the involvement of the 17 current confirmation candidates and Maureen was leading on the music. It was hoped to incorporate a small group of pupils of St Columba's and Loreto together with invitation to parishioners attending the mass to bolster leading in the singing and as instrumentalists.

**Action**

- 1. Volunteer is needed for Communications as Natalie is very busy**
- 2. Deacon Paul to take forward with confirmation candidates**
- 3. Maureen to lead on newsletter and invitation at end of weekday masses for parishioners to join as lead singers and instrumentalists**
- 4. Maureen to contact St Columba's and Loreto music directors**
- 5. Details of music to be agreed with clergy**

**Sunday** -Celebrations will continue at 10am with procession from St Stephen's to St Barts to be followed by the 10.30 mass to be led by Bishop Paul. Peter will be leading on the music arrangements which will be choir led.

**Action**

- 1. Peter to lead on newsletter and invitation at end of weekday masses for parishioners to join as lead singers**
- 2. Details of music to be agreed with clergy**

After the 10.30 mass there will be a professionally catered buffet in St Adrian's school.

There was suggested that the Knights of St. Columba could take a lead in marshalling and stewarding of our May Jubilee weekend events.

**Action:**

**Christine (Chair) requested a volunteer from PPC to lead on Logistics workstream and/or also for possible names of parishioners. Mark offered to take forward marshalling and stewarding by the Knights of St Columba.**

	<p><b>Other Actions Being Taken</b></p> <p><b>Invitations</b> will be issued by e mail. For the Sunday 10.30 Mass and reception will be issued to parishioners by e mail where e mail contact is on the parish records. .A limited number of people will need to receive paper printed invitations. These persons have been agreed with Fr Francis.</p> <p><b>Action</b></p> <p><b>Christine (Chair)</b> will be issuing printed invitations for the Sunday 20.05 Mass and reception soon. Christine is going to action this</p> <p><b>Vulnerable Parishioners unable to attend in person-</b></p> <p>It is hoped that we will be able to capture opportunity for our parishioners who are unable to attend in person at St Barts to have some participation in our celebrations. We would like to go out to them over the May weekend delivering cake and time for a chat but we will need volunteers to be able to achieve this.</p> <p><b>Action</b></p> <ol style="list-style-type: none"> <li>1. <b>Maureen to cross reference Chris Blandford’s e mail contact list against our home visits’ list so we can message and involve maximum number of parishioners</b> nb: subsequent to the meeting Chris Blandford has agreed to cover this</li> <li>2. <b>All members of PPC are asked to consider if they can help with the home visits</b></li> <li>3. <b>Messaging for volunteers to help with the home visits</b></li> </ol> <p><b>The meeting tonight agreed to go with this outline plan and revisit if any part becomes too much.</b></p>
5	<p><b>Maintenance Team Update</b></p> <p>John Lambert updates:</p> <ol style="list-style-type: none"> <li>1. Thanks to all who removed COVID signage in church</li> <li>2. We are building a palette to be used for the carrying of the statue of Our Lady at processions</li> <li>3. Blessed Earth will start cutting the grass from 21.02.</li> </ol>
6	<p><b>Any Other business</b></p> <p>Jenny Barnes has moved on to a new job</p> <p>The Chair and John will be away from 2 March to 23 March. If help is needed, contact Christine by phone. Almost all 60<sup>th</sup> Anniversary planning workstreams have leads who will be working on that.</p>
7	<p><b>Date of Next Meeting – Sat 26/3/22 in Parish Hall 10-13:00 with people bringing something for a shared lunch to follow.</b></p> <p><b>(Agenda as outlined in Jan Minutes) – any other inputs welcomed</b></p>

**2022 PPC Meeting Dates: Sat 26/3 (face to face), Mon 11/4, Tues 17/5, Wed 15/6, Mon 18/7, Tues 13/9, Wed 12/10, Mon 14/11, Tues 13/12**