**Action Minutes PPC Meeting 26.03.2022**

**Present:**

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| Fr Francis Antwi-Darkwah | Christine Lambert, Chair | Martha Moroney-Lewis |
| Natalie Carolan | Mark James | Deacon Paul O Connor |
| Teresa Clarke | Maureen Kelly, Secretary | Eamon Rafferty |
| Deacon Justin Cross | Elizabeth Lizzio, Vice-Chair  |  |
| Peter Godwin | John Lambert | Jackie Tominey |

Apologies

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| Emma Smith |  |  |

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| 1 | **Actions from Minutes of 15 February 2022**These were covered within the items below.  |
| 2. |  **Update on 60th Anniversary Planning****The Chairman led the briefing which included:*** **Anniversary Budgeting:**

Embellishment of the Marian Chapel and a Smart TV for the hall had been identified as items to mark our 60th Anniversary. The Chairman had given address to parishioners detailing these suggestions and inviting contribution towards them. The Finance Committee had confirmed the Parish funds would provide £3000 towards the total cost being the provision of these legacy items and all expenses going to the services and activities of the 27/28th May weekend being a key weekend for our liturgical celebration of the anniversary and parish reception. The current estimated total cost is £6748. To date, donations from parishioners after our weekend masses total £3200 + Giftaid (amount of Giftaid to be confirmed).. In addition, there has been a £1000 gifted for the TV; £200 for an anniversary Cake and sponsorship for the Marian Chapel embellishment. We will thank all parishioners for their generosity via the newsletter. We will also write to those individual, high level doners who will remain anonymous. The Chair advised that at this point we have no plans for further Anniversary fundraising (apart from our August Cake Bake, if it is needed) ACTION The breakdown of budget will be shared with the PPC members only and we hope to keep within this budget (attached).* We are looking to arrange a Parish September event too, which will involve the pupils of St Adrian’s School on either 11 Sept or 16 October 2022.
* Bishop Paul will lead the processsion along Watling Street and a number of the area clergy having ties with St Barts have confirmed attendance on the 29th May including of Fr Robert Plourde and the Brothers of St Columba’s
* It isproposed to have sign up board for attendance by parishioners to sign up at end Aprilearly May for masses and reception. The planning Committee is working on @ 200 attending for both main mass and reception.
* The Liturgy Group (Fr Francis, Deacon Justin, Peter and Maureen) will be meeting shortly to consider the order of service and music support for the Mass on the 28th May and the Procession and Mass on the 29th May. Outcomes will be shared with Deacon Paul.
* Saturday 28th May-Deacon Paul updates on progress for the exhibition and a invitation to join a social gathering in the hall for those attending at the 18:00 mass. He hopes that there will be significant involvement from those in the confirmation group. They are planning a pizza party afterwards in the garden with gazebo.
* Sunday 29th May-It is proposed that the statue of our lady of Lourdes will lead the pavement procession at 10am from St Stephens to St Barts. The main mass of the 60th Anniversary will then follow led by Bishop Paul and will include the blessing of the Marian chapel and the missal stand. After the mass, a reception will follow in the school. It is proposed to also deliver a ‘tea’ to some of our parishioners who are not able to attend at St Barts in person currently.
* Hall Exhibition-Parishioners will be welcome to attend across this May weekend an exhibition in the hall to view the history of St Barts over these 60 years. There will be specific opening times.
* Lady Chapel Embellishment-We are presently awaiting designs of options. When these become available we will share with the Parish for them to express their views.
* 29th May ‘Teas’-Jackie will liaise with caterers re numbers. Maureen and Anne McCarthy/ SVP will lead on the identification of, inputs from and delivery of ‘teas’ for those currently not able to join us in person at St Barts. Drivers to be sought from within a “pool” of volunteers. We propose to include some who have provided a lot of support for St Barts but are not parishioners. We will aim to capture across the age ranges.
* Smart TV-A supporting platform to install and should be in place by the end of April. Currently we understand that the TV, sound bar, and brackets will be a total of @ £1000 + labour c £500 pus a firestick. The total cost is not expected to exceed £1800
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| 3 | **Synodal Pathway****Teresa Clarke, led the briefing which included:** * A 3 pages Diocesan feedback document had been prior shared with all.
* A further helpful document being a summary of Synodal Pathway responses of St Barts Parish which linked points raised in both the Parish Survey and Synodal Pathway had also been prior shared with all.
* It was agreed that Synodal Pathway Responses document with a covering note of ‘This is What our People Said’ should be made available to all of our parishioners.

***Actions:*** Building Community-1. Point 1-it was agreed that Welcoming has a very important role. Currently concern that we have no volunteers for Saturday 18:00 mass. All of the PPC attending this mass will approach personally some of those attending this mass to consider taking on this role. Deacon Paul to encourage those of the confirmation group attending this mass to consider if they could take on the role. Taking on the role for a short period initially would make a difference and may lead to longer term involvement for some. Lizzie will draft a Welcomer’s Guide with Deacon Justin’s input. Raised as a separate point it was agreed for organists to ensure readers know if the psalm and Gospel acclamation are being sung/part sung. This could be included as a general message to the Readers’ Group and reminder given at masses.
2. Point 4 -John Lambert to lead in taking forward drinks after 08:30 once a month
3. Point 6-to be printed at the Parish office and then attached to printed newsletter, shared digitally (Chris B) and displayed on the church porch noticeboard. Point 1-Welcoming very important but no volunteers for Saturday 06:00 -to encourage both those attending this mass to take on and Paul will encourage for confirmation group attending. Lizzie will do a Welcomer’s Guide with Deacon Justin’s input. Organists will ensure that readers know if psalm and Gospel acclamation being sung/part sung-will include as general message to Readers’ Group and remind at masses.

Ecumenism-1. Point 3-Agreed there would be messaging inviting our Parishioners to join the Good Friday Walk of Witness
2. Point 4- entry of the weekly Friday Abbey 12 noon mass and other talks and meetings at the Abbey in our weekly newsletter included in the weekly newsletter. (Additionally-to include St Barts presence in the St Albans June procession organised by the Abbey) .

 Social Justice-1. Point 4 -will speak with Anthony Baker as to appropriate speakers at our masses to promote the credit Union Community Bank
2. Point 5-Boxes for donations of food at the entrance to the church would start again. Mark will lead for Trussell Foodbank and Jackie for the Sopwell Community Trust Foodbank deliveries. It was agreed that there should be a clear message by or on the boxes that any parishioner was welcome to take from the foodbox if this would help them.
3. Point 6-We have already begun and will continue delivering English skills weekly sessions to refuges of the Noke Hotel with 12 to 20. There has been a lot of response to the bicycles appeal with 35 donated to date as well as cycling equipment, monies and offer of ‘good cycling’ training.

Spirituality-1. Point 5-Fr Francis and Deacon Justin are already taking forward commissioning and recommisioning of ministers

Youth-1. Point 2- It was agreed that the availability of young children’s liturgy books at our weekend masses can be restored. Previously Barbara Bliss kindly managed the ‘Childrens’ Library’. We will speak with Barbara to check if this can be continued. The childrens’ books currently in the confessional.
2. Point 3-the Clergy confirmed that monthly meetings of St Albans Deanery are already in place and ongoing.
3. Point 5-We will need the volunteers from parishioners to restore the Childrens’ Liturgy programme during our weekend masses.
4. Point 6-agreed to encourage young people to come forward as altar servers for the Saturday 18:00 mass for 18:00

(Point 7- restarting of 16:00 Family Mass-too many commitments to add this for now) |
| 4. | **Priorties**1. **Admin support for Fr Francis is required urgently**
2. Volunteers - more catechists’ supported sacramental programmes.

How? . Justin is advertising for sacristants, altar servers etc.1. Link to St Adrian’s to get parents involved. Key contact opportunities with those linking with St Barts are at Mass and through our sacramental programmes. We can also let people know they are welcome through other avenues including reassurance that they will be supported to take on roles they have an interest in. Contact messages and sign up lists in church porch/hall (coffee and regular activity times and website). This year, we are moving forward building up a more active relationship with St Adrians and this is essential.

ACTION – It is proposed that during Pentecost and following the 60 th Anniv we can hold a “fair” for all Parish Groups.Contact messages and sign up lists in church porch/hall (coffee and regular activity times and website).NB We did not have sufficient time to reflect in detail on* how we can develop ourselves as Parish Council Members
* understanding the Parish’s Finance
* Ways of Working by Parish Council.

**ACTION - PPC members to discuss how to take this forward** |
| 5. | **Any Other business**1. Prayer Garden Location-

6 votes on survey monkey-3:3. 2 further notified taking to 4:4. This will be discussed further at meeting on 12.041. The Noke Refugees-It has been suggested that we could open our hall for some meals to be shared could be offered.
2. Whilst there is no parish administrator in place assistance is offered by: Christine-Mondays 10.00 to 12 noon + Maureen+Lizzie- Tuesdays, Jackie-Wednesdays 10.30+ 12:00 and Peter.

(Thank you to Christine for swapping some Mondays for Tuesdays with Maureen and Lizzie)1. Bread and soup Monday lunches-numbers attending are growing.
2. The need to encourage a contingency plan so we have a continuing pool to lead out catechist programme
3. The return of collections during our masses was agreed-Eamon will lead for 18:00 and will ask if Phil Ahern can help lead for 10.30 and another at 08:30.

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| 6. | Date of Next Meeting – Monday 11/4 19:30 via zoom |

**Mon 11/4, Tues 17/5, Wed 15/6, Mon 18/7, Tues 13/9, Wed 12/10, Mon 14/11,Tues 13/12**