

Action Minutes PPC Meeting 17.05.2022

Present:

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	

Apologies

Deacon Justin Cross	Deacon Paul O Connor	Eamon Rafferty
Jackie Tominey		

1	<p>Actions from Minutes of 23 March 2022:</p> <p>An update from Justin that on Saturday 18.06 there will be a mini-retreat for those performing liturgical ministries including our welcomers; sacristans; musicians; flower arrangers; readers and Eucharistic ministers. This will start at 09:am with adoration of the Blessed Sacrament and Benediction followed by reflections by our clergy.</p> <p>Recommissioning of readers and Eucharistic ministers will take place at all masses on the following weekend 18th and 19th June.</p> <p>Action: Led by Fr Francis and Deacon Justin</p> <p>Outcome of Prayer Garden Location Survey:</p> <p>Maureen confirmed that under SurveyMonkey and subsequent returns, the views of PPC Members were now at 2 for middle garden and 6 for front garden area.</p> <p>There was suggestion that the front part of the garden may not be the most appropriate although the front garden area is the best for evangelisation location.</p> <p>Action: Maureen to update Mark (Unique Landscapes) that area not likely to be decided until July and will update on location decision then for a quote to be proceeded with. Next meeting to discuss further.</p>
2	<p>Priorities of the Awayday Meeting on 26 March</p> <p>Minutes of the March meeting had been prior circulated to all.</p> <p>Priorities Identified at the March Meeting included:</p> <ol style="list-style-type: none">1. There was a pressing need for volunteers from our parishioners to deliver as Catechists especially to allow the resumption of our Children's Liturgy at Sun day masses and for Welcomers especially at our Saturday 18:00 masses. At the March meeting it had been agreed that the way forward was to plan sessions during the Pentecost season, promoting information on the work of the groups, to recruit and to train new volunteers and to recommission continuing catechists. <p>A discussion followed with suggestions including-</p> <ol style="list-style-type: none">a. A need to take forward identifying a pool of people for the various areas needing to be delivered ie: First Holy Communion and Children's liturgy.b. An approach to parents of the primary schools whose children are likely to be in scope for attending the childrens' liturgy. These parents will have good understanding of best ways of engagement of children within scope.c. It was considered important that prospective catechists were reassured that they will be properly supported by prior training and given access to source materials.

	<p>d. To date messaging in the parish newsletter had not received much response.</p> <p>e. Messaging probably fits best after the Sunday 10.30 mass which is the mass most attended by in scope parents and children</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. To advertise in St Adrian's Bulletin for children liturgy catechists 2. To continue advertising in our Parish newsletter 3. Teresa will message Chris, Inga, Pam and Hazel to check if they can be the contact people for new catechists 4. To convene a Parish Fayre 26 June after 10.30 mass. <p>Post meeting – PPC Chairman and Fr Francis decision refer to later in the year.</p> <ol style="list-style-type: none"> 2. The need to support Fr Francis in the Parish Office administration. Some support over recent weeks had been given. By Christine, Lizzie, Maureen and Jacque. Dawn Pace had been successful at interview for the Parish Support Officer role and was hoped to be in place next week. 3. The need for continuing Deacon support for Fr Francis and the Parish. We said farewell to Deacon Paul O Connor at Easter and will greatly miss Deacon Justin Cross when he leaves the Parish after the 17th July on a move of his family home. There are current discussions at Bishop's Office level for a potential deacon to join St Barts. 4. A further priority identified was the sufficiency of support for the pastoral care of our parishioners. This to be reflected on and thoughts shared at our next meeting. 5. The final priority is the strengthening of the relationship of St Adrian's school with our Parish. <p>Action: Martha and Emma agreed to lead with Aideen on building up further this relationship between St Adrian's and St Barts. Fr Francis and the Youth Group will support.</p>
2	<p>Update on Parish Groups and Events held and upcoming</p> <p>Social Justice : Mark updated that the Fairtrade Lunch-£260 was raised and allocated between CAFOD and Pax Christi.</p> <p>Ecumenism : Teresa updated-</p> <ol style="list-style-type: none"> 1. Lent Groups 2022-there were 3 ecumenical lent groups for South St Albans churches. These all discussed Desmond Tutu's book: 'God Has a Dream'. Pam McElroy and Teresa hosted a group in our Parish hall. Two chapters were reflected upon each week in Lent. 2. Walk of witness-This went well with a good balance of mood achieved. 3. Adopt a Plant -Although there were not many plants donated £210 was raised for Earthworks. Having the tables near the car park worked well to attract our parishioners after our masses across the allocated weekend. <p>Building Community – Maureen updated on the 24.04 cake bake 24/4 funds for Ukraine-</p> <ol style="list-style-type: none"> 1. We worked hard to contextually decorate the hall to create the right atmosphere for such an important cause. The event was well attended and feedback was that the hall decoration captured the theme well. 2. £425 was raised and we are awaiting a possible further contribution too before confirming total raised to the Parish. 3. There was some concern that there were a reduced number of cakes available. Perhaps a slightly different approach for the August cakebake 4. Thanks again to members of Building Community and their spouses for their magnanimous help on the day. <p>Action: Building Community group to meet in June to identify focus for the 14 August cakebake.</p>

	<p>Youth –</p> <ol style="list-style-type: none"> 1. The main current focus is the involvement of St Adrian's primary school in our parish liturgical celebrations with particular focus on the schoolchildren 60th anniversary procession in October. The suggestion of the Anniversary Planning Committee was for an exhibition and drinks and cake to follow after the liturgy. Action: Youth Group to meet in June to consider further details. 2. The Rite of Election Confirmation place will be at the Saturday 28.05 18:00 mass when our Youth parishioners will be invited to lead in readings and delivery of. Music supporting that mass. This will be followed by a barbeque for them all. This has been channelled by the 60th Anniversary Committee and our musical lead of the Youth Group 3. This year there will be a single First Holy Communion Mass on Saturday 02/07
3	<p>60th Anniversary Weekend Planning Update -</p> <p>Christine shared an update with all prior to meeting. Her briefing today included:</p> <ol style="list-style-type: none"> 1. Financial Planning- The generosity of parishioners, specific donations and some awaited transfers bank transfers plus the sum signed off by the Parish Finance Committee meant that costs for all elements were covered/ 2. Masses and Music & Programmes –The Parish Liturgical Group and Deacon Paul O Connor had considered the detail of the liturgy for our anniversary Saturday and Sunday Masses. Draft programmes had been compiled and were being reviewed by Jo Walker before sending for printing after approval of the Bishop's office for the Sunday programme had been given. Action: There would be further messaging next week that the Saturday 18:00 mass on 28.05 was a parish mass open to all. Maureen & Anne McCarthy were leading on arranging the make-up and delivery of a teabox on the afternoon of the anniversary Sunday for parishioners unable to attend in person the Sunday Mass and reception. Subsequent Note: 19 teaboxes were delivered on Sunday 29/05 3 Commemorative Anniversary Items-The smart TV is now installed in the hall and the Marian Chapel enhancements are underway and on course for completion for the blessing at the Sunday 29.05 Mass. 4 Parish Hall Exhibition – This is being led. by Carole Cooper and is on track. 5 Sunday Procession led by Bishop Paul – This is on track with council notified. Volunteers to assist with management of the procession on. The day to contact Christine or John Lambert. 6 The pallet for carrying the statue of Our Lady has been completed. 7 Emma and Martha are leading for the St Adrians school party & bouncy castle 8 Communications Planning – Nick Dodd is now supporting the communications team. Final comms going out on 21-22 May sharing the detail of all arrangements for the anniversary weekend. 9 Logistics – Paula Dilger has taken on leading logistics for the Anniversary weekend events and managing of congregation attending our liturgies. It was suggested that Mark J contacts KSC towards assisting in car parking, procession and movement to school reception stewarding. 10 Further volunteers for delivery of all aspects especially managing of car park, prep for tea boxes on Sunday am, setting up decorations in St Adrians, Sunday am and clearing up are welcomed.
5	<p>Maintenance Team update-</p> <p>John Lambert delivered update which included:</p> <ul style="list-style-type: none"> • We are working towards the appointment of a part time handy man/gardener for the Parish buildings and garden. • Blessed Earth have ceased their contract for the rest of this year.

	<ul style="list-style-type: none"> • We are looking to Parishioners to volunteer to help with garden upkeep as an interim measure. • The smart TV is now in place and working in the hall • We are looking to identify a regular window cleaner
7	<p>Any Other business</p> <p>Churches Together in St Albans- 27 06.22 at 20:00 Baptist Church Forum on Refugees - This is intended to be opportunity for sharing experiences: it is planned as a 'Refugees Information Exchange'. This event is open to all to attend. It will comprise of short addresses on shared experiences.</p> <p>Action: <i>Teresa will draft newsletter entry.</i></p> <p>Moving to face-to-face meetings-Suggestion was made that PPC meetings move to face-to-face meeting. Views were shared which included:</p> <ol style="list-style-type: none"> 1. Face to Face in total. 2. Experience of meetings split between face to face and zoom is that they do not engage all attending well. 3. Looking to the future we need to keep the membership of PPC open to all Parishioners and our meetings format should allow active engagement and involvement of all. We now are all more used to engagement in digital meetings. 4. Zoom works much better for evening meetings when this makes the difference for some members of the PPC between being able to join the meeting or not attending. 5. A few meetings a year in person at weekend. <p>Chairman suggests to go with one Saturday face to face and one weeknight face to face starting at 20:00</p> <p>St Albans Procession 25.06.22 Agreed to encourage presence of St Barts to attend. Peter will lead on the Parish messaging.</p> <p>Cafod Event-Next campaign is on Fix the Food System. Mark suggests a couple of Wednesdays at end of June with services in the Church followed by food in the hall.</p> <p>Action: to link up with Peter as involving Social Justice and Spirituality groups to see if this is possible and there are no clashes with other events, and sufficient volunteers to help.</p> <p>Feast of St Bartholomew 24/08– Suggestion was made for a prayer card to mark this feast day.</p> <p>St Bart's Together – A special Anniversary edition for July 2022.</p> <p>Action: Peter Godwin agreed to undertake leading this edition..</p>
8	Date of Next Meeting – Weds 15/6 19:30 zoom
	Closing Prayer

2022 PPC Meeting Dates: Wed 15/6, Mon 18/7, Tues 13/9, Wed 12/10, Mon 14/11, Tues 13/12