

## Action Minutes-PPC Meeting 14.11.2022

### Present:

|                          |                              |                      |
|--------------------------|------------------------------|----------------------|
| Fr Francis Antwi-Darkwah | Mark James                   | Martha Moroney-Lewis |
| Emma Ahern               | Maureen Kelly, Secretary     |                      |
| Teresa Clarke            | Christine Lambert, Chair     | Jackie Tominey       |
|                          | John Lambert                 |                      |
|                          | Elizabeth Lizzio, Vice-Chair |                      |

### Apologies

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| Peter Godwin | Eamon Rafferty | Nick Dodds (communication officer) |
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1. **Matters Arising from Minutes of 18 October and outstanding**
  1. **St Barts Food Pantry** -Food donated since harvest weekend has been given to the new Sopwell Community Centre and some to SVP recipients. Given the tough cost of living challenges facing all of our parishioners this Winter we want to extend the sharing of donated foods and hygiene items to any of our parishioners where this would make a difference too.  
Actions:
    - Jackie Tominey will lead on the messaging for this including announcement at our masses this weekend, newsletter and website entries and displayed message on donation table
    - Jackie Tominey and Mark James will manage the food/hygiene items table and taking of items to the Sopwell Community Centre
  2. **Hymn Books**- The congregation being able to join in with our hymns and mass settings is an important part of involvement by all at our masses. Fr Francis has approved to proceed with the purchase of 100 Laudate hymnbooks given the time passed since our current hymnbooks were purchased and the need for all of the congregation to have access to the up to date version.
  3. **Finance Committee Update-**
    - Funding for local Asylum seekers- a further £250 is being provided to the bicycles project with part provided by St Barts Parish and £150 to Churches in St Albans Together
    - A baby changing facility in the church porch cloakroom has been approved at £260
    - There will be repair and update of the Church acoustic system, including a new connection to the speakers in the organ gallery. It is expected this work will eliminate the noise distortion and greatly improve the overall quality and clarity of diction.
    - The pizza van proposal is not to be proceeded with
    - Care is to be taken to manage the costs of heating the church this Winter. The timer for the Church heating has now been altered to mostly run at night time rates ie: Sunday to Thursday 12am to 6 am and Friday and Saturday 2am to 8 am. The thermostat will be set at 19 degrees

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| 2 | <p><b>Recent events and Upcoming events 2022</b></p> <ol style="list-style-type: none"> <li><b>Harvest Festival Weekend of 22 /23 Oct</b> -A lovely display on the altar over this weekend. Foods donated were given to Sopwell Community Centre and SVP recipients.</li> <li><b>St Barts Food Pantry</b>-See above.</li> <li><b>Childrens' Liturgy</b>-This is now restarted for the Sunday 10.30 masses. Sinead Hughes and Ruth Newman leading. There are 4 others who have confirmed they will support as catechists if need arises. The first session was lively and engaging for our children. Mention was made of the displays of the children being placed on the altar steps at the time of the Offertory except on occasions when other displays were already placed there.</li> <li><b>Ecumenical Advent Groups</b>- Teresa Clarke confirmed that promotions of these groups over the four week period of Advent was in progress. The final number of those signed up across South St Albans Churches is 32.</li> <li><b>Warm Winter Hubs</b> -The Chairman updated that this was a shared conversation across churches in St Albans. Monday was the day allocated to St Barts. We will extend our weekly Monday bread and soup lunch to a wider pool of people targeting senior aged people. There will be promotion of the St Barts Monday Warm Hub lunch across St Albans including the display of posters as well as in our own Parish messaging systems.<br/>Mark James is making a funding application to Caritas (£1000) and our Chairman has made application to Hertfordshire Community Trust (£2000).<br/>The Monday Warm Lunch Hub will be launched next week and continue through until Christmas. If it is a success then it is likely to continue through until March 2023.</li> <li><b>Christmas Eve Family Mass</b>-This mass will again take place this year. It is a very well attended mass of Christmas with focus for our younger children.</li> </ol> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><i>Martha Moroney will liaise with Aideen Porter for the Catholic Childrens' Eve mass Gospel reading which a group of our younger children can deliver as a mime as it is read</i></li> <li><i>Elizabeth Lizzio and Maureen Kelly will liaise with Sinead Hughes and Ruth Newman to prepare the childrens' group for the Gospel mime</i></li> <li><i>Jackie Tominey to lead on simple refreshments after the mass</i></li> </ol> |
| 3 | <p><b>Planning 2023</b></p> <p>A groups' summaries document of action proposals for 2023 had been shared prior to the meeting (see separate document). It was thought that the 5 priority groups of Building Community, Ecumenism, Social Justice, Spirituality and Youth worked well in bringing together key focus areas and actions to underpin our Parish commitment to evangelisation.</p> <p>Fr Francis confirmed that our focus is on our Youth between ages of 14-20. In recent months there has been success in focus on our pre- school and primary aged children through:</p> <ol style="list-style-type: none"> <li>St Adrians pupils taking an active part in our masses. Aideen Porter (Headteacher of St Adrians) and Martha Moroney are leading together to build further on this by the involvement of St Adrians' pupils in masses at St Barts on Holy Days of Obligation. Aideen requests these could start at 09:15. Aideen Porter would also support the pupils involvement for a special occasion Sunday mass.</li> <li>The return of Childrens' Liturgy at 10.30 Sunday Mass .</li> </ol> <p>Fr Francis confirmed our lead mission of evangelisation.</p> <p>The discussion on engagement of our young parishioners aged 14-20 included suggestions of:</p> <ol style="list-style-type: none"> <li>Exploring our young parishioners sharing with St Alban and Stephen activities organised through their dedicated Youth worker</li> </ol>  |

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|   | <ol style="list-style-type: none"> <li>Exploring the dedicated youth worker having some input specifically for St Barts young parishioners</li> <li>Confirmation catechists giving feedback from the confirmation group as to what activities or involvement will make a difference for them and they have interest in.</li> <li>Encouragement of our young parishioners to take on being readers at our masses or becoming Eucharistic Ministers.</li> <li>St Albans' Churches Together Summer 2023 event includes a focus session: 'What Youth Think could be helpful'.</li> </ol> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li><b><i>Fr Francis/Chair to approach Fr M O'Boy on the possibility of sharing in activities with St Alban and Stephens' Youth or sharing their new youth worker with St Barts offering a contribution.</i></b></li> <li><b><i>Request to Sinead Hughes for feedback from confirmation catechists</i></b></li> <li><b><i>To discuss with Maurice Lyon a promotion of young parishioners joining the readers at our masses</i></b></li> <li><b><i>Social Justice Group to confirm proposed plans for 2023</i></b></li> <li><b><i>Chair and Vice Chair to review the first iteration of proposed activities for 2023.</i></b></li> </ol>  |
| 4 | <p><b>Maintenance Update</b></p> <p>Eamon Rafferty provided the below summary:</p> <ol style="list-style-type: none"> <li>Smart meter for the Church is now up and running.</li> <li>The two floodlights in the Church have now been replaced at the back with warm white lights.</li> <li>The disabled emergency system in the entrance toilets has been replaced and updated.</li> <li>Church acoustic system-see under finance above.</li> <li>Church and hall gutters will be cleaned in the next 4/6 weeks.</li> <li>The faulty radiator thermostat in the Committee Room has been replaced and the others have been checked and repaired as needed.</li> <li>In response to enquiries from Parishioners asking when the Church is open on week days Sinead has been requested to design an information board/stand to be placed outside the front doors advising that the Church is now open. This will avoid having to keep the front door open and save energy and avoid heat loss. This is similar to St. Alban and St. Stephens</li> </ol>  |
| 5 | <p><b>Any Other Business</b></p> <p>5.1 It was agreed unanimously for Nick Dodds to join as a member of the PPC-<b>welcome Nick</b></p> <p>5.2 PPC Constitution in early 2023- after 2 years service, PPC Members have the option to step down or continue for a further 1-2 years. Up to 1/3 of PPC Members can step down at this stage. The Chair and Secretary have a nominal 3 year term. All members are asked to consider and advise preferences by the end of Nov 2022 to Fr Francis and Chair.</p> <p>5.3 Updates on activities for local asylum seekers-Teresa Clarke updated :</p> <ul style="list-style-type: none"> <li>Yesterday 14 asylum seekers joined for a meal at St Saviours. The Mayor of St Albans and a councillor attended too. All of the asylum seekers helped with the cooking and the meal was eaten together by all. There was a very special feel to the occasion.</li> <li>The Ardmore House Hotel is now home for 40 women and children.</li> </ul> <p>Mark James informed that there are now 770 asylum seekers homed in Hertfordshire. All are in need of support.</p> <p><b>Action:</b></p> <p><b><i>Teresa Clarke and Martha Moroney will explore leading on the giving of small Christmas gift bags to refugees living at The Noke</i></b></p> <p>5.4 The Circle of friends Christmas party will be held on the 14/12 between 14:00 and 16:00. Any of our parishioners who live alone, feel isolated or are elderly and would like to come are welcome</p> |
|   | <b>Next meeting 17.01.23 19:30 Zoom</b>   |

