

Action Minutes Parish Pastoral Council Meeting - 8 March 2023

Present:

Fr Francis Antwi-Darkwah		Martha Moroney-Lewis
Emma Ahern	Maureen Kelly, Secretary	
	Christine Lambert, Chair	Jackie Tominey
Nick Dodd (communications' officer)	John Lambert	
	Elizabeth Lizzio, Vice-Chair	

Apologies:

Teresa Clarke	Mark James	Peter Godwin
Eamon Rafferty		

1.	Matters Arising from Minutes of 17 January 2023: <ol style="list-style-type: none"> 1. Focus and Planning – Parish Events Calendar (see below) 2. Heating Costs for Parish Hall Warm Hub-this information is still awaited. <p>Action- Chair to share with members when information is available. It is being looked into by Finance Committee (Angela)</p>
2	Parish Events Since the January 23 Meeting : <ol style="list-style-type: none"> 1. Circle of Friends Party Jan 2023 -see update prior shared (attached) 2. Remap Charity Cake Bake Feb 2023 – see Building Community update prior shared (attached) 3. St Barts Food Pantry – Social Justice ongoing report shared today by Jackie Tominey (attached) 4. St Barts Monday Warm Hubs – Social Justice update will be given by Mark James for the May meeting (Unfortunately Mark is not able to provide for this meeting) 5. South St Albans Churches Lenten Groups-These are underway with 33 people attending across the 5 churches of St Stephens, St Julians, Greenwood URC, St Barts and (the Redeemed Christian Church of God)RCCG Rehoboth (joined SSAC in October 2022). These sessions have offered a Zoom and in person sessions during the day and in the evening.
3	Focus and Planning Calendar 2023 Sign Off: The latest version of the Calendar had been prior shared and was agreed by all present (attached) The calendar is an evolving document across the year. Thanks to Nick Dodd for his work on this.
4	Upcoming Events: <ol style="list-style-type: none"> 1. Building Community – See update prior shared (attached). Revised Welcome Booklet is nearing completion and issue. Agreed 100 copies to be printed for new parishioners joining the Parish and those without e mail contact. <p>Action: Maureen Kelly will share finalised draft with all members shortly.</p>

	<p>2. Ecumenism - Adopt A Plant event will take place after our masses on the weekend of the 22 and 23 April. Advertising for parishioners to grow seeds and to split some of their existing plants to share with the local community without charge but donations for Earthworks are welcomed. This goes to our mission of evangelisation and responsible caring for God's kingdom. We would aim to encourage involvement of our children as well through the growing plants.</p> <p>3. Social Justice – There was discussion to supporting Sunday's Fairtrade Lunch in the unforeseen absence of Mark James . Post Meeting: Further discussion with Mark James, who is the central figure for these lunches , led to decision to postpone the lunch until Mark can fully participate. Immediate contact was made with those who had bought tickets and ongoing messaging in the Parish Newsletter towards a new date.</p> <p>4. Spirituality -See update prior shared (attached)</p> <p>5. Youth -See update prior shared(attached). Increasing involvement of our St Adrians' children years 3-6 joining our weekly St Barts masses on 22 and 24th March and continuing support to the Sunday Childrens' Liturgy.</p> <p>6. Catechists and Ministries-Fr Francis will initiate an extended Liturgy Group meeting to agree Holy Week services. He will look for representatives of our readers (Maurice Lyons)/eucharistic ministers /FHC catechist (Bernadette O Shea/Jolanta Oles)/Confirmation catechist (Sinead Hughes/Katya Rios)/music (Peter Godwin and Maureen Kelly). Post Meeting: The first extended Liturgy Group Meeting was held on 15.03.23</p> <p>There is continuing need of more parishioners to come forward to share the work of catechists and ministries. After significant messaging in our weekly newsletter, 2 have come forward as counters-appreciated. In particular we now have only 2 catechists for our First Holy Communion programme.</p> <p>Action: <i>Chair to speak with Sinead Hughes for encouragement of our Confirmation candidates to come forward for these.</i></p> <p>NB: At the Extended Liturgy group Meeting Katya Oles confirmed that the confirmation group would be encouraged to join allocated Welcomers to cover this role across all of our Holy Week Masses and services. The Confirmation candidates also to be encouraged to join for the music lead at the Palm Sunday and Easter Sunday 10.30 Masses.</p>
4	<p>Maintenance Update (John) :</p> <p>1. Heating update-An electrician has attended this evening and had discussion with Fr Francis, John Lambert and Eamon Rafferty. The underfloor heating is operating currently but cannot now be turned off or it is likely that it will not be able to be restored again. As contingency, If the underfloor heating cuts out and we cannot restore it, we have now temporary fan heaters which will keep the chill off. We are looking at alternative ways of heating the church including large fan heaters which can be cabled. We are awaiting costings for this. This would seem the most viable option. The Diocese is involved and will now run this project. The proposed alternative heating is expected to be less costly than the current underfloor heating. It is likely to take time to identify the heating system to be installed. There will be an additional meeting of the Finance Committee to decide how much can be spent for the continuous heating of the Church. Martha Moroney suggested that it would be helpful to see the proposed heaters in use in another premises.</p> <p>2. Other electrical work needs to be done also.</p>

	<p>3. Asbestos has been identified which is not exposed but in a sealed box. This does need to be removed. This is likely to be very costly for the Parish-quotes are being sought currently.</p> <p>4. Baby Change- This is expected to be fitted tomorrow morning in the cloakroom at the church entrance. It will take the weight of baby up to 11 kilogrammes.</p> <p>5. Microphones-There has been impressive improvement for the choir loft area with the new system. Some checks and feedback being sought as to sound quality in the main body of the church.</p> <p>6. Church benches/kneelers – Chris Blandford has kindly been repairing these.</p> <p>7. Health and Safety (by Precision) An inspection took place on 8 March 2023. As expected there is a list of recommended actions to work through but we have come out of the inspection positively for the work undertaken in response to last report. Going forward, the ownership of H&S will be undertaken by the Diocese. It was acknowledged that a great deal of time for meetings and follow through by Eamon has been undertaken in relation to heating over many weeks.</p>
5	<p>Any Other Business:</p> <p>1. Church Porch Information Layout-There was suggestion followed by initial sharing of thoughts as to the layout of information in our Church porch entrance. Nick Dodd and Chair had had a discussion on this and also Nick has taken photos and discussed with Jackie. We believe we can upgrade the information layout to the right of porch and noticeboards. Emma is liaising with the Headteacher St Adrian's' (Aideen Porter) to update their section of the notice boards. Action: <i>The Chair and Nick Dodd will work on the display and content of the porch information and will speak to Sinead Hughes for ideas, too. Members ideas to be given to the Chair and Nick Dodd.</i></p> <p>2. Communications – The Chair encouraged all members to make postings on the Parish Facebook page to keep it live. Permission at events to be sought and especially in relating to children.</p>
	<p>Date of Next Meeting Wednesday 10 May F2F at 8 pm (meet for Benediction together in church for first 15 mins) then move to parish hall NB: Change of date</p>

2023 PPC Meeting Dates: Wednesday 10 May (F2F) 8 pm; Tuesday 4 July (Zoom) ; Weds 6 Sept (F2F) 8 pm: Monday 6 November (Zoom)