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**St. Michael’s and St. Bernadette’s Parish Pastoral Council**

***Meeting Minutes***

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| **Meeting:** | 29 |
| **Date & Time:** | 11th April 2016 (7.30pm) |
| **Location:** | Lourdes Room, St. Bernadette’s |

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| **Attendees:** |  |
| Paula Browne (PB) | Alison Taylor (AT) |
| Christine Duffin (CD) Chair | Daniel To (DT) |
| Catherine Davies (CMD) | Maura Green(MG) Secretary |
| Father Chris Lough (FrC) | Mary Clerkin(MC) |
| Mark McLear (MM) | Alexandra Gilmore (AG) |
| Jane Reynolds (JR) | Jenni Byrne (JB) Secretary |
| Nicol Connaughton (NC) | Sue McAvady (SMc) Vice Chair |
| Kerry Winter (KW) | Winifred Dunn (WD) |
| **Apologies** |  |
| Tony Smith (TS) | Andrew Nuttall (AN) |
| Brian Connor (BC) | John Mallon (JM) |
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**Minutes**

*1. Apologies for Absence*

 Tony Smith Andrew Nuttall Brian Connor John Mallon

2. *Initial Prayers*

 The opening prayer was led by DT.

*3. Minutes of Meeting 28 held on the 22nd February 2016*

The minutes of meeting 28 were considered and a few minor alterations were made and then they were passed. Hard copies of these minutes will now be placed in both church porches and a soft copy will be placed on the Parish website.

 ***Action: PPC Secretary to distribute hard and soft copies of approved minutes. (JB)***

*4. Matters arising*

 4.1 *Update on Parish Website –* CMD suggested the Parish Pamphlet now be removed from Action Log. She reported that the communications group had met 3 times and had considered Facebook and Twitter accounts. FrC said he had opened a Twitter account and though there are only a few followers so far felt it would be useful in the future as it links into the big picture. CD suggested the Twitter information should go in the school newsletters. AG explained that Twitter accounts can be linked to Facebook.

 ***Action: Help needed on considering emailing the newsletter out to parishioners in a similar fashion to school newsletters – Fr C***

 4.2 *Parish Engagement with Young Families*. PB reported there had not been a meeting – it was planned for next Monday. MC said the Crafty Church group had met and planned an event for the 12th June at St.Michael’s. They were to meet again on the 18th April.

 ***Action: Crafty Church planning meeting 18th April (MC)***

4.3 *Jubilee Year Of Mercy*. CD had been to a meeting at St. Monica’s to plan the Music and Dance Festival for the evening of 19th October with pupils from St Michael’s, St Bernadette’s and St Monica’s – the theme will be Mercy.

FrC reported that there had not been much interest yet in the all night vigil and that it would need further planning. Lorraine Leonard (Diocesan Youth Coordinator) had offered support. The timing was discussed in relation to the exam period – CD felt Pentecost may be a difficult time for young people, maybe June/July may be better. It was decided to plan for the 2nd weekend in July. Kelly Pastore (Lay chaplain at Holy Cross College) to be contacted. FrC suggested a meeting to plan the event with Lorraine Leonard. KW wished to be involved. CD suggested that younger children could be involved earlier in the evening.

FrC’s first talk for Year of Luke was well attended (mainly by our own St Michael’s and St Bernadette’s parishioners). The next talk in the series, given by Fr Michael Winstanley, would take place on April 14th. The 3rd talk, by Edel McClean, would be on May 5th.

PB has had suggestions from parishioners that we could display Year of Mercy banners in each church – she would get a draft and a quote for consideration.

MC outlined the outreach group plan for the Refugee evening with the Boaz Trust on the 29th April at St Bernadette’s. Felicity Brangan is to speak at parish Masses on the 23rd/34th April and with help give out flyers. The planning group will make up packs of toiletries for refugees. Cakes are requested from those who can help.

 ***Action: All night vigil planning meeting (FrC)***

 ***Refugee and asylum seekers awareness event to be organised for the 29th April (MC)***

 4.4 *Week Of Guided Prayer*. FrC said he had heard nothing – he would continue to follow this up.

 ***Action: FrC to contact Fr Byron. (FrC)***

4.5 *Update on Response To The Refugee Crisis*. MG had contacted Mark Wiggin at Caritas who had suggested the parish may like to help support a Syrian family to settle here. It was agreed and MG to seek further information.

 ***Action - MG to contact Mark Wiggin for potential action plan (MG)***

4.6 *Promise for Lent*. MC reported that 36 had made promises at St.Bernadette’s and 24 at St.Michael’s, but little response to following up. CMD suggested putting a notice in the parish bulletin to ask if anyone would wish to continue. KW thought it might help to ask readers again. MC felt that readers may need mentoring – SMc and CMD could be the points of contact for each church.

 ***Action: CMD to put notice into church bulletin. (MC/SMc/CMD)***

 4.7 *Lenten Reflection*. PB said it had been very successful and it was pleasing to see new faces. They felt it would be good to plan something similar for Advent. Sr Catherine was prepared to come again.

 ***Action: PB to plan Advent Reflection (PB)***

*5. Reorganisation of Parishes in the Diocese Meeting.*

KW felt that the meeting minutes did not say anything about the future of the parish. FrC commented that many of the attendees from both churches were aged over 60. CD thought the meeting was affirming and PB added that it showed what the parish was doing. FrC said the deanery were meeting soon to make plans for reducing parishes. He felt that each church had grown in the process of coming together. He suggested the PPC put forward a statement to the deanery expressing their views. CD and PB would meet to do this. AT reported that some members of St.Michael’s community felt worried that St Michael’s church might be chosen to close. There was a discussion around the size/capacity of both churches

 ***Action. CD, PB and JR to meet to draw up statement for the Deanery (CD PB JR)***

*6. Caritas Network Parish Representative.* FrC reported this is Felicity Brangan.

*7. Parish Pilgrimage to Schoenstatt Shrine*

This is planned for 21st May. PB said someone was needed to organise it – perhaps those who originally suggested the idea would continue organising it.

FrC suggested another pilgrimage later in the year to Wardley Hall.

 **Action: Fr C PB WD NC CD TS to have a planning meeting 7.00 Friday 15th April.**

*8. Any new matters raised via suggestion boxes*

AT had a request from St Michael’s for an umbrella stand – it was agreed she would purchase this.

FrC said there had been some suggestions from the parish meeting and he would add them to the next PPC Agenda.

10. Date of Next Meeting - 16th May 2016

11. Closing Prayers

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| Action No. | Action | Date | Owner | Status |
| Standing Action 1 | Hard copies of approved minutes from Meetings 28 (22nd February 2016) to be placed in both church porches and a soft copy will be posted on the Parish website. |  | PPC Secretary | Open |
| Standing Action 2 | All agenda items for the next meeting should be sent to the PPC Secretary no later than two weeks before the meeting. Agenda items for May’s meeting should be with the PPC Secretary by Monday 2nd May.  |  | All PPC Members | Open |
| Standing Action 3 | Prayers for future meetings:May 16th ReflectionJuly 2016 MMAugust 2016 ATSeptember 2016 CMDNovember 2016 NC |  | All PPC Members | Open |
| 52 | Prayer Groups: include the subject of prayer groups highlighted in the newsletter periodically.  | 2 Sep 2014 | FrC | Open |
| 246 | Parish Website: Contact Jenny Redmond to update website with Parish Group information. | 17 Aug 2015 | CMD | closed |
|  | Closed Actions (remain on action log for one meeting then are archived in PPC Historical Actions Log) |  |  |  |
|  | Planning meeting for Pilgrimage | 15th April |  PB WD NC CD TS FrC | closed |
|  | *CD, PB and JR to meet to draw up statement for the Deanery*  | 15th April | ***(CD PB JR)*** | closed |
|  | AT to purchase umbrella stand for St Michael’s  |  | AT | open |
|  | Fr C to ask for adult volunteers and to arrange a vigil planning meeting  |  | ***(FrC)*** | open |
|  | ***CMD to put notice into church bulletin to ask if any of the Promise for lent volunteers would like to take on a role longer term***  |  | ***CMD*** | open |
|  | ***PB to plan Advent Reflection*** |  | PB | open |
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