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

***Meeting Minutes***

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| **Meeting:** | Virtual Meeting 10 |
| **Date & Time:** | 28 July 2020 (8.15pm) |
| **Location:** | Zoom |

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| **Attendees:** |  |
| Laura Doyle (LD) | Rachael Scully (RS) |
| Benjamin Imafidion (BI) Chair | Ben Shatliffe (BS) Vice Chair |
| Dan Jones (DJ) | Father Steven Parkinson (FrS) |
| Andrea Reid (AR) | Liz Sheader (LS) |
| Sean Thorpe (ST) | Angela Still (AS) |
| Jane Reynolds (JR) Secretary |  |
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| **Apologies** |  |
| Clare Barnes (CB) | Peter Purdue (PP) |
| Claire Coleman (CC) |  |

**Minutes**

1. **Check in**.
2. **Short prayer**.
3. **Matters Arising**
	1. **Newsletters:** a few new names added to the distribution list, still going well.
	2. **Facebook:** quiet at the moment, keeping regular input going. Maybe good to add a few photos of what Mass looks like at the moment to reassure people.
	3. **WhatsApp group:** working well.
	4. **Virtual Coffee Mornings:** numbers are falling, possibly people are starting to become busy with other things. But agreed to keep this going until normal Sunday Mass is resumed.
	5. **List of achievements**: FrS carried out a Baptism this week! Great to have all the procedures in place to start this again. Gift Aid boxes have also been delivered out this week. Statistics for Mass and private prayer attendance are being gathered for trend analysis.
	6. **Rostering Mass stewards:** ST to co-ordinate this moving forward. Every fortnight ST will send requests out for volunteers for the following two weeks.
	7. **St Bernadette’s Social Centre update**: Quotes received. Setting up Just Giving page. Working out logistics of fundraising, possibly online / bingo etc. Difficult to fund raising when we need to social distance. Need lots of support and ideas.
4. **Churches re-open for celebration of Mass** (All)
	1. Looked at statistics to look for trends. Possibly numbers may rise again as people who have been shielding are coming out of isolation. Suggested a few future Friday evenings will be needed for RCIA sessions. Suggestion to keep going as is for the coming week, then following week change Mass times slightly to accommodate FrS holiday. Private prayer to be held on the Sunday (16th Aug).

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| **Worship** | **Date** | **Venue** | **Time** |
| Mass | Tuesday 11 Aug | St Michael’s | 10am |
| Mass | Wednesday 12 Aug | St Bernadette’s | 10am |
| Mass | Thursday 13 Aug | St Michael’s | 7.30pm |
| Mass | Friday 14 Aug | St Michael’s | 10am |
| Mass | Friday 14 Aug | St Bernadette’s | 7.30pm |
| Private Prayer | Saturday 15 Aug | St Bernadette’s | 10.30am |
| Private Prayer | Sunday 16 Aug | St Michael’s | 10am |

Week commencing 17 August, rota to revert back to normal but with no Mass on Friday night.

1. **Churches open for Private Prayers**
	1. Noted above.
2. **Hope in the Future** - **Stage 3**

Group to think about how we can summarise our activities during the COVID 19 crisis to send as an update to the HITF team. Consider in readiness for discussion next time.

1. **PPT Champions – updated**
	1. AS assigned to Catholic Women’s League, BI for Cleaners & Flowers, CB for St Bernadette’s School.
2. **General**
	1. **Schedule of PPT meetings**: don’t change just yet as we are still building up slowly.
	2. **Consider classical / instrumental hymns prior to starting masses**: will try this.
	3. **Shielded/vulnerable groups out of lockdown** (01/08/20). Hopefully these people will feel comfortable but it is down to individuals to make decision as to attending private prayer or Mass.
	4. **Stewarding/support priest on other events** – e.g. Baptisms, funerals, etc. FrS will ask if support needed.
	5. **PPT members photos back to churches**; not yet, just keep on website
	6. **Note some Masses for the intention of thanks to key workers**: DJ to post on social media to advertise. Thursday 6 August, Feast of the Transfiguration – RS to also note this on website.

**Date of Next Meeting: Tuesday 18 August 2020 at 8.15pm**