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

***Meeting Minutes***

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| **Meeting:** | Virtual Meeting 15 |
| **Date & Time:** | 13 October 2020 (8.15pm) |
| **Location:** | Zoom |

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

**Minutes**

1. **Check in**
2. **Short prayer**
3. **Matters Arising** 
   * 1. Lockdown – watching brief.
     2. Attendance to-date – steady figures.
     3. Rota – may need amending for Holy Communion.
     4. Any changes needed – decision around trialling Sunday Mass on 1 November.
     5. Discussion around Holy Souls – suggestion to ask people to email photo of people who have died this year to ask for peoples’ prayers in November. Note in newsletter and put into one banner for the whole parish.
4. **Hope in the Future**
   * 1. Bishop’s “Holy Hour” streaming. This can be viewed via a link for our website, reflection on a difficult time.
     2. Celebration booklet distribute. Stage 4 has been postponed. Message will be ‘proclaiming the Good News’. See parish website for updates.
     3. Newsletter – potentially redesigning the newsletter to fit in more information. DJ, BS and RS to take a look and feedback.
5. **Sacramental Programme**

Zoom preparation sessions now happening for parents. Programme is going well. Preparation is happening in school and although a very different approach it has been well received.

1. **2020 Advent Period**

Advent starts on 29 November. List of suggested activities reviewed:

* + Christingle – post video on Facebook (LD) (how to make a Christingle) ask children to make their Christingle at home and take a photo (for Facebook) or bring to Mass to have them blessed.
  + Crafty activity, (CB) co-ordinate with Cath Fleming for fundraising.
  + Posters AS to distribute draft poster for comments.
  + Christmas poster for people to display in homes. Get hold of some copies (FrS).
  + Advent reflection booklet, FrS has ordered copies.
  + Advent reflection, not in a position at the moment to do this in person.

1. **Any Other Business (AOB)**

* NHS Track and Trace – do we get a QR code for our Masses? No diocesan guidance. Decided not for the moment.
* Pews in StB’s – wood is losing its varnish. Think about solutions.

**Date of Next Meeting: Tuesday 27 October 2020 at 8.15pm**