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

***Meeting Minutes***

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| **Meeting:** | Meeting |
| **Date & Time:** | 2nd November 2021 (8.15pm) |
| **Location:** | St Bernadette’s Lourdes Room |

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| **Attendees:** |  |
| Clare Barnes (CB) | Sean Thorpe (ST) Chair |
| Claire Coleman (CC) | Angela Still (AS) |
| Laura Doyle (LD) | Liz Sheader (LS) |
| Gillian Howarth (GH) | Rachael Scully (RS) |
| Benjamin Imafidion (BI) |  |
| Father Steven Parkinson (FrS) |  |
| Father Samson |  |
| **Apologies** |  |
| Peter Purdue (PP) | Jules Greene (JG) |
| Jane Reynolds (JR) | Andrea Reid (AR) Vice Chair |

**Minutes**

1. **Short prayer**

We remember Jules in our prayers and her family.

1. **Matters Arising**

* Jane is now standing down from the group and the post as Secretary
* Suggested change of meeting day to Thursday from 7.30pm – earlier start as no evening Mass
* Attendance numbers are growing, people understanding routine now. Sat pm Mass not improving poss. Die to weather and dark nights. Approx 350 people over 3 Masses. About half the pre-pandemic numbers. This reflects all the Deanery Parishes.
* Stewards role has changed to Welcoming, rather than managing capacity
* Cleaning after Mass to continue but concentrate on touchpoints
* Sean Thorpe has contacted Fr Daley to lead a workshop – ‘Formation for Stewards’ await response.
* No recent direction from Diocese. Baptisms limited to one family
* Mask wearing still needed – may become mandatory again
* Singing – Fr Steven has made some contact with Musicians at St Bernadette’s, no planned return yet. Will start with singing Gospel acclamation and Final Hymn without music.

1. **Sucession Planning**

* Reworded document read out and agreed by all
* Angela S will stay on team
* Rachael Scully will continue
* Fr Steven will Email Peter Purdue as he has been abroad most of this year
* Jane Reynolds has resigned
* Benjamin Imafidion will leave. The team thanked him for all his years of service
* Nominations needed for Vice Chair
* Andrea Read to take over the chair next year
* Several names were considered for Fr Steven to contact
* It was suggested that the group needs to be transparent and Sean volunteered to prepare a document which he will read out at all 3 weekend masses on 27th/28th November and it will be noted in the newsletter. This will explain the role of the Pastoral Team and invite those interested to make contact.

1. **Christmas Events** 
   * Sunday 21st Nov – Parish Christmas Fair in St Michael’s hall 9.45 – 2.45
   * Monday 22nd November 1.30pm – Sing along with St. Bernadette’s School in church
   * Sunday 5th December – Christmas Craft Fair in St Bernadette’s Social Centre 11am – 3pm
   * Friday 10th December – Christmas Afternoon Tea in St Michael’s hall 3pm – 5pm
   * Sunday 19th December – Christmas Afternoon Tea in St Bernadette’s Social Centre - 3pm
   * Wednesday 22nd December – Christmas Concert 7pm in Church followed by Hot Pot Supper in the Social Centre
   * Christingle - may not go ahead this year due to infection rates in children
   * Possibly a Christmas Charity Collection – Heywood Food Bank was suggested
   * Discussion on help & support needed for these events
2. **Christmas Masses**
   * Christmas Day – Saturday
   * 2 Masses Friday evening Christmas Eve
   * 2 Masses Saturday Morning Christmas Day
   * No evening Mass - Saturday Christmas Day
   * No decision yet on how to control numbers
   * Fr Steven plans to see elderly/vulnerable people in their own homes before Christmas

**Date of Next Meeting – 7.30pm Thursday 9th December in the Archangel Room at St Michael’s**