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

***Meeting Minutes***

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| **Meeting:** | Monthly Meeting |
| **Date & Time:** | 03 March 2022 |
| **Location:** | St Bernadette’s |

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| **Attendees:** |  |
| Clare Barnes (CB) | Andrea Reid (AR) – Chair |
| Laura Doyle (LD) | Sean Thorpe (ST)  |
| Gillian Howarth (GH) | Angela Still (AS) |
| Helen Sivills (HS) | Liz Sheader (LS) |
| Father Steven Parkinson (FrS) | Kirsty Seaborn (KS) |
| Claire Colman (CC) | Jules Greene (JG) |
| Rachael Scully (RS) |  |
| Amila Thomas (AT |  |
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1. **Short prayer**
2. **Matters Arising**
* Fr S updates the PPT regarding the Deanery Conference- specifically referencing the Activity for Youngsters (13-16yrs and 6th Form) Review
	+ Sister Linda will co-ordinate and promote two nominated Days to engage the YP
		- 2nd April @ St Michael’s for 13-16 years
		- 26th March@ St Thomas More, Alkrington- 16 -18yrs old
	+ A Promotional Video, Fliers and advertising will be prepared targeting High Schools, Holy Cross and Schools with 6th form provision. It will also be advertised in church newsletters.
* Also, Post Synod, re-establishing local contacts and connections across the Diocese is prioritised. As a first step, Lenten Masses will be offered
	+ 17th March at 7pm @ St Bernadette’s
		- Tea and Coffee to be served in the Social Centre afterwards- AS to arrange biscuits and paper cups
		- PPT will help set up and be represented- AR, LD, KS, and HS provisionally agree.
		- Fr S will ask Luke to play at Mass.
		- The Thursday morning Mass will not be offered to encourage attendance in the evening.
	+ 31st March at Sacred Heart, Rochdale.
* Sunday Church Attendance continues to improve.
* Covid Protocols were confirmed (in place in our Parish)
	+ Hand Sanitiser provided
	+ Social Distancing removed- Churches can welcome capacity
	+ Face Coverings are encouraged/endorsed
	+ Hymn Books in circulation and singing encouraged (wearing of face masks preferred)
	+ Face Masks and Hand Sanitisers for distribution of Holy Communion
	+ Ashes administered.
* Musical accompaniment appreciated at 6pm Mass at St Bernadettes. Volunteers for 9.30am at St Michael’s sought- Steph Ling and David to be approached.
1. **PPT Targets for 2022**
* Having reviewed 2020/21 strategy, the following priorities for PPT were agreed:
* Encouraging a return/re-engagement in Mass attendance
* Engaging the Youth of the Parish (11-16 years; 17-21 years)
* Whilst the difficulty in achieving these ambitions is acknowledged, the importance of doing so was agreed and ideas and initiatives to kickstart the engagement are welcomed.
* High Schools and 6th Form are recognised as key areas to focus on
* ST shares pre-Covid successes, notably in St Monica’s Community Interactions. The ambition of the Head (and widely endorsed by Governors) to re-ignite Community Presence and interaction gives hope that ties can be re-established e.g., Charity Work in the Parish, Attendance at Mass on Holy Days.
* The PPT will seek to identify other “outreach” style initiatives, including the potential of Specialist Masses e.g., for the Family, For The Youth.
* The importance of engaging Parents, particularly of younger children is recognised as a means of securing longer-term and on-going engagement.
* Re-introducing the Children’s Liturgy at 11am Mass at St Bernadette’s (during Term Time) is endorsed. Laura Bushell, Alex, and Michelle Easton will be approached to manage, KS will assume an active role also.
* Children’s Mass Packs are to be refreshed- new crayons are needed for each pack.
* Developing connectivity with St Michael’s school is a priority. Whilst the HT Mat Leave presents difficulties in developing initiatives, Sharon is a key stakeholder who can help!
	+ Developing a new/specialist Bulletin for the Schools is understood to be a potentially powerful tool for communications and engagement.
	+ However, the PPT needs also to consider how we can ask Families what they would find useful and interesting- rather than us assuming!
		- CB shared an account of the low awareness of Ash Wednesday/Ashes amongst parents as a stark reminder of what we are facing.
		- KS reminded us that many children are simply out of the Mass habit and recall of responses and behaviours in Mass is limited.
		- JG recalled the impact of children’s active involvement in Mass in encouraging parental and extended family attendance and engagement
			* The Children’s Liturgy and more active presence in Mass may be a powerful hook- it needs to be promoted in Schools.
			* Issuing specialist Mass Reminders as to responses etc is to be considered.
* Beyond the re-engagement of the Youth of our Parish, the PPT will also seek to reach out to the Sick and Vulnerable of the Parish- including the recipients of the Bulletin during Lockdown.
* A Mass for the Sick, followed by Afternoon Tea will be scheduled for the Summer (July 2nd at 2pm at St Michael’s is agreed as a provisional date). Mary Clerkin to be approached to help.
* **Relaunching the Newsletter**
* Pre Covid, re-designing the style and content of the Parish Newsletter was on the agenda and it has re-emerged as a priority. Introducing edited versions for specific audiences and to suit digital access are of importance. A sub Working Team of RS and GH will develop some thoughts to be shared and developed at the next PPT Meeting.
1. **Easter Plans**
* Fr S has reached out to Sally at W/F Methodist Church to plan the Good Friday Walk.
* Easter Services will be held at St Bernadette’s. Stations of the Cross will be offered at St Michael’s on Good Friday (morning). The PPT will offer support throughout.
* The re-introduction of Easter protocols e.g., Washing of Feet, Veneration of the Cross will be sought. It was suggested that Parishioners Bow or Genuflect rather than kiss the Cross considering Covid.
* Promoting Palm Sunday Foliage will be encouraged- including on fb- the Parish group boasts 300 members!
1. **Forthcoming Events**
* Planning of the International Mass (scheduled for 26th June) will be discussed at the next PPT
1. **AOB**

**The Retiring Collection on the 1st Sunday of the Month**

* Fr S shared thoughts as to re-introducing the Retiring Collection on the 1st Sunday of the Month- heavily influenced by the crisis in Ukraine- which will be the beneficiary of the Retiring Collection this Sunday.
* 2 options in how the funds raised could be distributed were discussed:
	+ Via CAFOD, utilising the Disasters Emergency Committee Humanitarian Support Scheme, which sees the Government match every £1 donated.
	+ Via Caritas Internationalis
* CAFOD was unanimously preferred, given the obvious gain in monies raised and the familiarity and trust of CAFOD within (and beyond) the Parish.
* The Retiring Collection will be promoted via numerous channels and links will also be shared on the newsletter and the Parish Website to widen reach and encourage donations. It was agreed this Retiring Collection would be kept open for 2 weeks, enabling Parishioners the opportunity to donate should they not be able to on the 1st Sunday of the Month. Stewards will collect donations at the end of each Saturday/Sunday Mass.
* The recipient for the April Retiring Collection will be Mary’s Meals.

**Spiritual Support and Reflection for Ukraine**

* The PPT will co-ordinate and help manage a Prayer Vigil for Ukraine on Friday March 11th at St Bernadette’s.
* The Vigil will provide an opportunity for Parishioners to offer their prayers and reflections between 3.30 and 7.30pm, encouraging attendance by young children and their parents immediately after school.
* School Children and Parishioners will be invited to write and offer their prayers, which will be collected and posted on “Trees” to be provided by JG.
* CB will print Sunflowers to be coloured in by school children before/during the Prayer Vigil. Children will also be encouraged to make/draw their own Sunflowers for display during the Vigil.
* The Church will be lit by Candles and Lanterns and include readings and reflections by the PPT throughout the Vigil as follows
	+ 4.00pm Jessica Barnes
	+ 4.30pm TBC
	+ 5.00pm JG
	+ 5.30pm GH
	+ 6.00pm LD
	+ 6.30pm KS
	+ 7.00pm HS
* The Prayer Vigil for Ukraine will be widely promoted
	+ ST will post on fb
	+ RS will produce a flier to accompany the Newsletter
	+ CB will communicate in St Bernadette’s school
	+ ST will communicate in St Michael’s school and St Monica’s.

**SVP**

The PPT will seek to identify and share SVP donation needs/priorities.

**PPT Social**

The success of the recent social activity was shared and we look forward to the next one!

**Accompaniment**

ST reminded us of the forthcoming Accompaniment Event- March 5th at Thornley College, Bolton

**A Polite Reminder- PPT New Member Profiles**

* AT, HS, and KS to provide JG with photos and brief introductory paragraphs. JG will forward to RS for update of PPT details. To be completed ASAP please.

**Next Meeting**

* Thursday 7th April, the Lourdes Room, St Bernadette’s @ 7.30pm
* Agenda Items include
* Easter Services and Initiatives Support
* International Mass planning
* Relaunching the Newsletter.