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

***Meeting Minutes***

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| **Meeting:** | Meeting |
| **Date & Time:** | 09 December 2021 (8.15pm) |
| **Location:** | St Michael’s |

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| **Attendees:** |  |
| Clare Barnes (CB) | Andrea Reid (AR)  |
| Laura Doyle (LD) | Sean Thorpe (ST) - chair |
| Gillian Howarth (GH) | Angela Still (AS) |
| Benjamin Imafidion (BI) | Amila Thomas (AT) |
| Father Steven Parkinson (FrS) | Kirsty Stewart (KS) |
| Rachel Scully (RS) | Jules Greene (JG) |
| **Apologies** |  |
| Claire Coleman (CC) | Liz Sheader (LS) |
| Peter Purdue (PP) |  |

1. **Short prayer**
2. **Matters Arising**
* Mass attendance – numbers stable
* Change to PHE guidance – mask wearing now mandatory. **To be communicated via various channels (ST/ RS).**
* It was observed that the stewarding of communion should be adhered to – there had been some disorganisation at certain masses. **Priests to emphasise in mass (FrS).**
* A diocesan event on Accompaniment is being held on 5th March which will help with our objective of expanding the rule of the steward. **Details to be distributed (ST)**
1. **Team succession planning**

The arrangements for the new year were finalised, to be formally adopted at the first meeting of the new year:

* Chair – Andrea Reid
* Vice Chair – Laura Doyle
* Secretary – Jules Green / Angela Still
* New members
	+ Kirsty Stewart
	+ Amila Thomas
	+ Helen Sivills

The members that are stepping away from the team are recoginised for the great contribution they have made.

1. **Christmas Celebrations:**

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| Friday | 24.12.21 | Private Prayer | St Bernadette’s | 2-4pm |
| Mass  | St Michael's | 6pm |
| Mass | St Bernadette’s | 6pm |
| Mass | St Michael's | 8pm |
| Mass | St Bernadette’s | 8pm |
| Saturday | 25.12.21 | Mass | St Michael's | 9.30am |
| Mass | St Bernadette’s | 11am |
| Sunday | 26.12.21 | Mass | St Michael's | 9.30am |
| Mass  | St Bernadette’s | 11am |

Mass of Christmas week will be 10am every day, and an additional mass at noon will be held at St Michael’s.

Donations to Caritas / Red Door would be made via collections and at the afternoon tea.

1. **Synod**

A short discussion was held on how to engage the wider parish on the consultation:

* Post a weekly question and invite responses – **Facebook / newsletter**
* Hold drop ins n the new year if possible – **agree at next meeting**
* Engage schools to reach out to parents – **Fr S to approach**
* Engage groups within parish -
* Encourage individual responses - **Facebook / newsletter**
* A special email box is to be set up to capture responses – **(RS)**

We also discussed ecumenical and inter faith engagement and saw this as a good opportunity to reconnect. A synagogue visit was agreed.

1. **AOB**

We will try to arrange a social evening in the new year.

**Date of Next Meeting: Thursday 5 January 2022 @ 7.30pm**