

Minutes of the Parish Pastoral Council Meeting Wednesday 10th September 2014, 7.15pm in the Hall

For actions arising, please refer to the Action list at the end of this document

Present :

Fr Danny	Ann Burke	Renata Clayton	Nicki Craggs
Katharine Ferguson	Anne Gibbons	Shaun Howard	Maura Holt
Marion McGuire	Hilary Bone	Louise Birley	Kenneth Maimo
Serafina Delmundo	Patrick Doherty	Jan McTague	Simon Mwanje
Marie-Danielle Tichbon			

Associates: Freda Crookall, Peter Hancock,

1 WELCOME

Maura welcomed all present to the Meeting and expressed the hope that everyone had enjoyed a good summer break. Associate members were also warmly welcomed. Maura thanked Simon for chairing the last PPC meeting in July. As mentioned at that meeting, Marion McGuire is our new Safeguarding Rep and Maura thanked her for her advice and guidance to date.

Maura thanked Nicki Craggs for agreeing to be the minutes secretary this evening in Mary's absence.

Future PPC Meetings have been timetabled through until next July on the 2nd Wed of each month - **8 Oct, 12 Nov, 10 Dec 2014**

- **14 Jan, 11 Feb, 11 March, 8 April, 13 May, 10 June, 8 July 2015.**

Maura read an email received this week from Megan Perrett, the youngest member of our PPC, in which she says:

I am writing to you to thank you for having me on the Parish Pastoral Council. I am so happy and excited to see the amazing steps the Parish has been taking and am very excited for the future of our Church. It has been wonderful to be able to sit on the council for this short time and I'd like to thank you all for the opportunity.

**However since I will be leaving for university this month, I regret that I will no longer be able to attend the council. Although, I still very much hope to be an associate and help out in the Parish in whatever way I can. I will keep the PPC and all their work in my prayers and look forward to getting involved when I come home!
Megan**

On behalf of the PPC, Maura thanked Megan for sharing her gifts and talents and particularly for ensuring that the voice of our young people was heard over the past 9 months. Everyone wished Megan well in her future studies.

2 PRAYER AND FORMATION

“We bring ourselves, our gifts and talents to this meeting. We are a community of faith at the heart of our Parish and we are here to serve”.

Maura commented that it was just over a year since Fr Danny had arrived in Bracknell as our Parish Priest and what an exciting year it had been! “We are very blessed to have you with us and we thank you for all that you do for us.”

Reading from Thomas Merton’s ‘New Seeds of Contemplation’, Fr Danny then led us in our 15 minutes of prayer, reflection and discussion.

3 APOLOGIES

Apologies were received from Mary McNab, Claudia Wing, Maria Illingworth, Theresa McDougall

4 APPROVAL OF THE MINUTES FROM THE MEETING OF 9th July 2014

The minutes of the previous meeting were agreed as a fair and accurate record.

5 ACTIONS ARISING FROM THE MINUTES

03/4 Welcome Card Competition entries. Father Danny showed some of the work done by the children of the Parish Schools for the ‘welcome card’. All the entries were wonderful and showed some thoughtful words. **Action completed.**

The decision was made that the five ‘final’ entries were all equally well done and it was not easy to choose between them. It was therefore decided that all five designs would be used and people could choose for themselves which design of card they would like. **Refer to Action 09/1**

04/5 Youth gatherings. Hilary reported that the youth band/group is now growing and, as it is currently expanding and most of these events take place in the spring-summer months, it would be more pertinent to re-visit the idea of taking the youth to events etc next year. Fr Danny gave a couple of examples of places they may wish to visit such as Kintbury and Fanning the Flame. **Action completed.**

04/8 Photographs on Website. **Ongoing. Report at next meeting.**

05/4 Census information online. Census weekend will move to October. **Ongoing action. Refer to Action 09/2. Report next meeting.**

05/5 Sion Parish Mission. This has been booked from 26th September 2015 - 11th October 2015 and the deposit has been paid. **Action completed.**

05/7 Parish Fayre. This took place last weekend. Maura thanked all those who helped before or during the Fayre. It was felt that the event had gone well with people attending signing up for Parish ministries and to join Parish Groups. It is hoped to make this an annual event. **Action Completed.**

06/1 Query Transport to All Hallows School. A subcommittee was set up and met to discuss the issue in detail. Peter recapped on the background to this meeting regarding the transport to Catholic Secondary Schools. The summary of the meeting had been emailed to members of the PPC prior to this evening's meeting. **Action completed.**

Peter also suggested that money could be provided to the Head teachers to use for the purposes of those moving to Secondary school and this would be at a lower cost instead of a bursary scheme.

Maura mentioned that it had been brought to her attention that one Year 7 pupil who started All Hallows this term had received some kind of bursary from Bracknell Forest which meant their train fare has been subsidised.

As extensive discussion has been carried out on this matter it was decided that the matter should now pass back to the Finance Committee to discuss the sums of money involved and make a decision as to what, if any, financial support should be provided and how. **Refer to Action 09/3**

A Parishioner has also spoken to Fr Danny about the requirement of a Catholic Secondary school for Bracknell. Fr Danny had written to Bishop Philip but the response is at this time negative.

06/2 Arrange Training for Ministers of the Word. It is hoped to timetable this for October. **Update next meeting.**

06/10 World Youth Day 2016. Mary has signed up for this so we will continue to monitor the information provided. **Ongoing. Update next meeting.**

07/1 Photograph Permission. One PPC member contacted Mary to inform her that they were not comfortable with their image being displayed on noticeboard/website. **Action completed.**

07/2 PPC Photographs. Photographs still need to be taken of the members of the PPC. It was suggested that each person could email a picture of themselves to the Parish Office. Fr Danny suggested, however, that we use a group photograph which will be taken at the next meeting. **Refer to Action 09/4**

07/3 Display options for Parish Fayre. No one had contacted the office. Presentation and planning may be a consideration in future and can be addressed prior to the next Parish Fayre. **Action completed.**

07/4 Altar Servers. Paul was asked if he was able to take on the training/mentoring of the altar servers but is unfortunately unable to do so due to heavy work and Scouting commitments. **Action completed.**

One of the older Altar Servers is at present acting as a mentor to the younger children until someone is found who is able to take on this role. **Refer to Action 09/5**

07/5 New Altar Servers. Fr Danny said that there are now a number of new Altar Servers. **Action completed.**

07/6 Purchase a Table Tennis Table. A table tennis table and a pool table have been donated for the youth group to use and this has also proved popular after Mass with adults as well. **Action completed.**

However, this has led to some complaints from other users of the hall, who feel that the younger members of the Parish have too many 'items' in the hall and this is causing them issues. Fr Danny has expressed his wish for the hall to be a 'usable' place for everyone and, as such, it was agreed that the table tennis and pool tables would be set up on a Friday for the band/youth group and would be put away on a Sunday evening. Discussion was also raised that the table is of an older style and not easy to keep putting away. It was suggested that a new style table would be lighter, on wheels and therefore make moving of it, for the benefit of other hall users, much easier. Hilary is going to investigate what table might be most suitable and the Finance Committee approached to provide the funds. **Refer to Action 09/6.**

6 TEAM REPORTS

- **The Contemplative Life Team**

Report from Louise:

Days of Reflection for Eucharistic Ministers

Three days are booked with Douai Abbey. Our first date is this Saturday, 13th September when 14 members of our community will attend. The day will start with coffee at 10am and end with Mass by 4 pm. A full lunch will be provided by the Abbey. We have 13 people booked to attend on 27th September and 16 for the 5th October. I believe this makes about a 75% take-up for our provision of this opportunity. Ministers have been generous in responding to requests for rides

which is much appreciated. A special thanks must go to Maura for coordinating the car sharing. Fr Danny noted that some people had not yet responded to the original letter and he has written again. Eucharistic Ministers who have not signed up to one of the dates will be expected to book their own date.

Parish Mission

This is booked from 26th September 2015 - 11th October 2015. A Pre-Mission Co-ordinator should be assigned shortly to work with the Parish in preparing for the Mission. The Co-ordinator will be the first line of contact between the Parish and Sion Community. At various times between first contact and first meeting, the Pre Mission Co-ordinator will contact the Parish to gather information and establish a working relationship. As an integral part of Mission preparation, the Parish Priest and 2/3 Parishioners will be invited to attend the Priest and People forum. The event, normally held in mid-January, takes place over a 24 hour period. Louise mentioned that she would be unable to go as she will be away at that time. The Living Our Faith July 2014 update (see attachment) includes a reflection by Fr Tom Grufferty of the Sion Community led Parish Mission to the Havant Pastoral Area towards the end of 2013. The Mission was fully funded by **Living Our Faith**.

Catechist Support

Members of the Confirmation team will attend a Diocesan special day (27 September 2014) to consider approaches and resources.

- **The Education and Formation Team**

Report from Kenneth:

Kenneth provided a recap on the groups 'first year'. The group have discussed what they have done, how and what works and why. The youth group(band) are currently meeting once or twice per week, usually Wed and Fri. It was felt that this would probably fall back to being just a Friday meeting as the children settle back into school with the pressure of work and exams etc. The meetings are held in the hall between 5.30 and 7.00pm and these meetings are opened with a prayer. It was suggested that this could be a shared activity that all could take a turn at as and when they feel ready. The band practice is generally about an hour of this meeting and then those present enjoy downtime of games, table tennis etc. The meeting then closes with a prayer.

A new drum kit is required for the youth band – the approximate cost will be in the region of £300-£350. It has been suggested that the young people will raise half of this amount through charitable events, such as car washing (they will plan this

themselves) and that the Eduform group would approach the Finance Committee of the church via the PPC to match the money raised. **Refer to Action 09/7**

A longer term goal is to separate the band from the youth group as and when numbers become greater. In order to achieve this it was suggested that Friday meetings could be extended so that other young people who do not wish to be part of the band could come along for the 'games' section of the evening. It was suggested that this should be left to the young people within our parish to decide for themselves how this should proceed. Also proposed that the last Friday of each month could just be a youth session where those partaking could decide what they wish to do i.e. games, pizza evening etc. Kenneth is going to meet with other Youth Leaders in the local area to share ideas/practice and to try and get the youth to attend other groups in order to inspire them. **Refer to Action 09/8**

School Insets – both schools have mentioned and agreed to work together on RE insets if appropriate. It was noted though that Inset dates are agreed by each school and due to their own needs and focus areas are not necessarily the same dates. Insets for the academic year have already been set. The joint Year 6 end of term event was a great success and one which everyone feels is valuable to ensure keeps happening and it was suggested that this could be extended to other Key Stage 2 year groups especially years 4 and 5. This would help build relations between the children particularly for those who may end up at the same secondary schools in the future.

Maura passed on her thanks to the youth band for the music at the 6pm Mass last Saturday evening at the start of the Parish Fayre weekend. A youth Mass will be held on the last Sunday of every month at 5.30pm. Fr Danny thanked Kenneth and the Education and Formation team for their work.

Fr Danny also gave feedback on the start of the First Holy Communion journey which started last Sunday. They had a very positive start with approximately 79 children registered for this year's programme. The new programme is parent/home led with the support of the Catechists. Those taking part have been provided with details of their 'journey' and Fr Danny reiterated the very important role that parents play. The Catechists are very positive about this new programme. The First Holy Communion Masses will take place the weekend of Corpus Christi, with one Mass on each day. There will also be three events held during the journey and a celebration party at the end. Parents have been asked to ensure, with the support of their Catechist, that their child/ren are ready to take this important step.

- **The New Evangelisation Team**

Report from Renata:

RCIA and Come and See – spiritual formation

Invitations have been sent out to those who have taken the Journey of Faith as a reunion and a come and see evening on Tuesday 23rd September. There will be a complimentary buffet and drinks. The journey of faith attendees from the previous course have been asked to invite friends and family to this occasion and anyone who they may feel may be interested in knowing more about the Catholic faith. The occasion is called “our catholic faith evening”.

The Journey of faith sessions start on Tuesday 30th September from 7.30 to 9.00 pm in the parish hall.

Number of participants on the RCIA programme: - We currently have 9 participants, 6 from Bracknell and 3 from Sandhurst/Crowthorne.

Keeping in touch ministry

This ministry will be going ahead once the Journey of faith/RCIA is up and running. 10 Volunteer listeners have been recruited and the Keeping in touch leaflets are already printed. A training session will be arranged, probably in early October. The KIT ministry can then be launched working towards considerable publicity during the lead up to Christmas, with the Back to Church for Christmas campaign. We hope to have large numbers attending the lunch on 10th January 2015. Shaun requested that parishioners could take two or three of the leaflets for the KIT ministry and hand them out/leave them in places where people may be interested in reading them. During this update discussion was held over the necessity to have DBS checks and Safeguarding training. There is Vulnerable Adult and Child Protection Safeguarding Training at St Edwards in Windsor on 27th September and Refresher Training in Bracknell on 20th September 2014.

Street life Media

It is difficult to know if anyone has been encouraged to return to Mass as a result of the mention. There have been further entries for our SVP ministry. Shaun plans to insert mentions about a week before any major parish events, including the parish Fayre and the Come and See evening.

Maura mentioned that on 21st September 2014 the Bishops of England and Wales invite parishes to celebrate **Home Mission Sunday** to encourage every Massgoing Catholic to respond urgently to the call to evangelise. With most Massgoing Catholics feeling the pain and sorrow caused by a large number of family members

and friends not practising their faith, there is an urgency for us all to consider afresh how we might respectfully and joyfully reach out to our absent brothers and sisters in Christ. It is hoped that members of the PPC will be able to distribute the free promotional cards about Home Mission Sunday after all the Masses the weekend of 20/21 September.

7 A.O.B

- 27th September is the Feast of St Vincent de Paul. There will be a special SVP Mass, at which it is hoped that the Youth Band will play, followed by a Fundraising event in the Hall from 10.45am – 2pm. Good quality donations are welcome and raffle tickets will be on sale this weekend – 13/14th September. Cakes are needed on the day and help on the day would be greatly appreciated.
- At 3pm on 19th October, there will be a Service of Healing followed by afternoon tea for the Sick and Housebound of our Parish. This was a very well attended and positive event last time it was held on 1 June and the invitations have been prepared and printed by Mary and will be ready for distribution this weekend.
- Fr Danny notified the PPC that the builders will be starting work on Monday. This will involve a ‘facelift’ for the front of the church, including the cross being painted gold. It is hoped that this will provide a ‘call’ to those people using the town centre. Hugh (Gibbons) has been exploring the idea of having a permanent gallery of figures hanging over the railings at the front of the church - a public gallery created by Bracknell communities for the benefit of everyone. He has also suggested fitting a seat by the lower gate on the ramp up to the church for anyone to use which could be labelled ‘Giving Quiet Thanks’ Seat. As Hugh has suggested this could be part of our contribution to the whole public space outside the Church which he suggests could be renamed Thanksgiving Place. It already contains the war memorial. The ideas should fit well with the ethos of Bracknell Regeneration and Fr Danny thanked Hugh for all the work he has done.
- Simon asked if it was possible to have a Carol service at Christmas – other than the school led ones. Fr Danny is very receptive to this suggestion.

Refer to Action 09/9

This led to discussion on Christmas Masses, the need for ushers and how to maximise space. Concerns were raised about the Children’s Mass at Christmas and Patrick has agreed to meet with Fr Danny to plan the space and logistics of this event to ensure as many who want to attend can.

Refer to Action 09/10

Fr Danny expressed his thanks to Maura at the end of the meeting for her work chairing the PPC.

8. CLOSING PRAYER

The meeting closed with a prayer.

PPC ACTION LIST

	What	Who	When
04/8	Photographs on Website	Mary / Maura	Ongoing. Report at next meeting
05/4	Census information on-line	Mary	Report next meeting
06/2	Arrange Training for Ministers of the Word	Fr Danny/Mary/Louise	October
06/10	Research World Youth Day 2016 Poland	All	Ongoing. Update next meeting
09/1	Print and laminate School Welcome Cards	Mary	Before next meeting
09/2	Arrange Census Weekend	Mary/Fr Danny	Report next meeting
09/3	Transport to All Hallows School	Finance Committee	Report next meeting
09/4	Group photo of PPC members	All	Next meeting – 8 th October 2014
09/5	Find a trainer/mentor for Altar Servers	Fr Danny	Report next meeting
09/6	Investigate the possibility of buying a lighter table tennis table, possibly on wheels.	Hilary/Finance Committee	Report next meeting
09/7	Fundraising for new drum kit	Kenneth/Education and Formation team/Youth Band	Report next meeting
09/8	Meet with other youth leaders to share ideas/practice	Kenneth/Education and Formation team	Report next meeting
09/9	Carol Service ideas	Simon	Report next meeting
09/10	Christmas Children's Mass	Fr Danny/Patrick	Report next meeting