

Minutes of Parish Pastoral Council
Wednesday 9 July 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
Katharine Ferguson	Anne Gibbons	Shaun Howard
Kenneth Maimo	Marion McGuire	Mary McNab
Jan McTague	Simon Mwanje	Marie-Danielle Tichbon
John Weeks		

Associates: Freda Crookall, Lorraine Christie, Peter Hancock, Krzysztof Szymaniec, Miranda Joyce, Trevor Keeling

1 WELCOME

Simon welcomed all present to the meeting. Associate members were also warmly welcomed especially Marion McGuire who has taken up the role of parish Safeguarding Representative. Simon thanked Marion on behalf of the PPC.

Mary also announced that with regret, Michelle Woodhead has resigned from her role as Co-ordinator to the Sick and Housebound. On behalf of Fr. Danny and the PPC, Michelle was thanked for all the work she has done in this role over the last six months.

Simon reminded everyone that future PPC Meetings have been timetabled through until December, on 2nd Wed of each month apart from August when there is no meeting.

2 PRAYER AND FORMATION

Fr Danny read a brief section from **Pope Francis' EVANGELII GAUDIUM** and challenged us all to see if we could spot the sentence in the reading that made him think, "Wow!"

Loving others is a spiritual force drawing us to union with God; indeed, one who does not love others "walks in the darkness" (1 Jn 2:11), "remains in death" (1 Jn 3:14) and "does not know God" (1 Jn 4:8). Benedict XVI has said that "closing our eyes to our neighbour also blinds us to God",^[209] and that love is, in the end, the *only* light which "can always illuminate a world grown dim and give us the courage needed to keep living and working".^[210] When we live out a spirituality of drawing nearer to others and seeking their welfare, our hearts are opened wide to the Lord's greatest and most beautiful gifts. Whenever we encounter another person in love, we learn something new about God. Whenever our eyes are opened to acknowledge the other, we grow in the light of faith and knowledge of God. If we want to advance in the spiritual life, then, we must constantly be missionaries.

The work of evangelization enriches the mind and the heart; it opens up spiritual horizons; it makes us more and more sensitive to the workings of the Holy Spirit, and it takes us beyond our limited spiritual constructs. A committed missionary knows the joy of being a spring which spills over and refreshes others. Only the person who feels happiness in seeking the good of others, in desiring their happiness, can be a missionary. This openness of the heart is a source of joy, since “it is more blessed to give than to receive” (Acts 20:35). We do not live better when we flee, hide, refuse to share, stop giving and lock ourselves up in own comforts. Such a life is nothing less than slow suicide.

273. My mission of being in the heart of the people is not just a part of my life or a badge I can take off; it is not an “extra” or just another moment in life. Instead, it is something I cannot uproot from my being without destroying my very self. I am a mission on this earth; that is the reason why I am here in this world. We have to regard ourselves as sealed, even branded, by this mission of bringing light, blessing, enlivening, raising up, healing and freeing. All around us we begin to see nurses with soul, teachers with soul, politicians with soul, people who have chosen deep down to be with others and for others. But once we separate our work from our private lives, everything turns grey and we will always be seeking recognition or asserting our needs. We stop being a people.

274. If we are to share our lives with others and generously give of ourselves, we also have to realize that every person is worthy of our giving. Not for their physical appearance, their abilities, their language, their way of thinking, or for any satisfaction that we might receive, but rather because they are God’s handiwork, his creation. God created that person in his image, and he or she reflects something of God’s glory. Every human being is the object of God’s infinite tenderness, and he himself is present in their lives. Jesus offered his precious blood on the cross for that person. **Appearances notwithstanding, every person is immensely holy and deserves our love.** Consequently, if I can help at least one person to have a better life, that already justifies the offering of my life. It is a wonderful thing to be God’s faithful people. We achieve fulfilment when we break down walls and our heart is filled with faces and names!

3 APOLOGIES

Apologies received from Maura Holt, Carole Mayes, Hilary Bone, Nicki Craggs, Theresa McDougall, Louise Birley, Claudia Wing, Michelle Woodhead.

4 APPROVAL OF MINUTES FROM THE MEETING ON 11 JUNE 2014

The minutes of the meeting dated 11 June 2014 were acknowledged as being a true and fair record.

5 ACTIONS ARISING FROM THE MINUTES

03/4 Parish Welcome/Prayer Card Competition. **Ongoing - End of Summer Term.**

- 04/5** Source information about youth gatherings. In Hilary and Megan's absence, it was decided to defer this until the next PPC meeting. **Report next meeting.**
- 04/8** Photographs on website. Marion advised that the main consideration here is to ensure that permission has been gained from those involved. For minors this involves written permission and there are Diocesan forms that we can use for this purpose. Simon suggested that those PPC members who are not comfortable with having their image shown on the notice board or website should inform Mary via the parish office email. **Refer to Action 07/1 and 07/2.**
- 05/4** Census information on-line. Census form is currently being redesigned with a view to having a 'Census Weekend' probably after the holidays in September where Mass goers will be asked to update their details which will include asking people what parish activities they would like to be involved in. That Census form will also be available on-line going forward.
Ongoing. Report next meeting.
- 05/5** Sion Parish Mission Negotiations. September 2015. A quote has been received (£4000) which has been approved by the finance committee. However, in addition to that we'll need parishioners to host our visitors on a bed and breakfast basis but they also expect to have a collective lunch and a collective dinner each day. We don't yet know the full cost but all are agreed that we should go ahead. In due course, we will be looking for volunteers in our community to host our visitors. The two schools are also having their missions simultaneously. More news to follow.
Ongoing. Report next meeting.
- 05/7** Parish Fayre. Planned for 7 September 2014. Renata asked that we ensure that there are enough display boards available. Marion recommended having a look at a felt-like product that comes in squares and simply sticks to the wall and can be removed and re-used.
Refer to Action 07/03
- 05/9** Query Transport to All Hallows School. There has been no meeting of the Finance Committee since our last PPC meeting. Raised at the Finance Meeting of 3 July 2014. **Action completed.**
- 06/01** Transport to Catholic Secondary Schools. Peter has had a meeting with the heads of both schools to discuss this matter. Peter has also asked Nicki Craggs to join him on a small sub-committee and would like one more volunteer to look at getting this range of issues into some clarity of thought. This could potentially include some sort of subsidy or bursary. Peter said this would involve a couple of one hour meetings over the next month. Trevor Keeling kindly volunteered to join the sub-committee. **Update next meeting.**

06/2 Training for Ministers of the Word. We are looking to run a training course/workshop in September/October 2014. Hugh Gibbons has kindly sent in material that he has used in the past and has offered his support and advice if needed. **Update next meeting.**

06/3 Days of Reflection for Eucharistic Ministers. Three dates have been booked at Douai Abbey: 13 September, 27 September or 5 October. **Action completed.**

06/4 Increase Ministers of the Eucharist at the 1030am Mass. A good number of new young people have come forward and are being mentored by somebody who has been doing it for a long time. **Action completed.**

Krzysztof brought up the point that this 'mentoring service' or some method of guidance should also be expanded to the Altar Servers. Fr. Danny recommended that Paul Adams take on this role. **Refer to Action 07/4.**

Fr. Danny commented that not one of the first Communion children this year has volunteered to serve. Simon suggested that an appeal is made through the newsletter for new servers. **Refer to Action 07/5**

06/5 Finalise musical arrangements/practice sessions for 29 June. **Action completed.**

06/6 After Mass Refreshments in the hall after Mass 29 June. **Action completed.**

Simon took the opportunity to thank all those involved in the preparations before, during and after the Youth Mass for their hard work especially Fr. Danny, Kenneth, Sarah, Mary and all the Education and Formation team. Thanks also to Theresa who along with Hilary, Claudia and Anne looked after the food and refreshments afterwards in the Hall and to Hugh Gibbons for the fantastic Confirmation Gallery which now takes pride of place in the Hall. Most importantly of all thanks to all our young people who were there at the Mass and in particular our Youth Band. It was a truly joyous occasion and one which each of us present was so delighted to be a part of!

06/7 Meeting re: KIT (Keeping in Touch). Refer to New Evangelisation Report below. **(Action completed)**

06/8 New Welcoming Display in the porch. Refer to New Evangelisation Report below. **(Action completed)**

06/9 Increase number of Welcomers at 1030am Mass. Jan McTague has volunteered to join the team, thanks to Jan. Simon encouraged all those who attend that Mass to think about becoming part of the existing team because they are low in numbers at present. **Action completed.**

06/10 Research World Youth Day. Mary has signed up to the official World Youth Day website to receive regular updates as things progress. We hope to be able to use the momentum of the current Confirmation group, youth band and potential youth group to generate some interest and organise a trip to Poland in 2016.

6 TEAM REPORTS

- **The New Evangelisation Team**

Report from Renata:

JOURNEY OF FAITH/RCIA - This is a current priority because we need to generate interest before the summer holidays. We will have one large pull up poster ready for display in St Josephs by mid July. At present we are finalising the wording. All the other churches in the pastoral area have agreed to display versions of the poster on their noticeboards. Shaun is preparing a Journey of Faith display leaflet for anyone who is interested to take away. We currently have five participants, three from our parish, and two from Crowthorne and Sandhurst. So far, nothing from Wokingham or Ascot. The programme will start on 23 September 2014 and this will appear on all the pastoral area newsletters.

KEEPING IN TOUCH/KIT MINISTRY - We aim to set up a new Ministry of information, posters, and listeners and possibly groups, in order to generate interest amongst resting catholics to see if they wish to come back into the church and to give them a warm welcome.

Having met with Father Danny, the plan is to launch this ministry in September with pull up posters which will replace the Journey of faith poster on display in the summer. Shaun and Mary are working on a draft over the next few weeks.

Shaun has a short list of parishioners who he will speak to in the next few weeks regarding being a listener in this ministry. Shaun is also going to email people who have completed the Journey of faith over the past two years to see if they are interested in being a volunteer and he will mention KIT to house groups too.

At this PPC meeting all parishioners interested in becoming a volunteer were invited to approach either Father Danny, myself or Shaun.

Mary is preparing some draft KIT leaflets based on those from the Windsor parish. Shaun will be sending details of our KIT programme to all the other churches within the pastoral area asking them to display posters and to have leaflets on display to give out to anyone who is interested.

We also plan a Come Home for Christmas campaign in Advent with an invitation to attend an informal get together on January 10th 2015. At present we think this will take the form of a pizza/buffet lunch starting at 1.00 pm. Parishioners could

be asked to contribute a plate of food with the parish taking up any shortfall, if needed.

SOCIAL MEDIA - With regard to our evangelisation the most effective way of getting a message across these days is via social media. There is a new local social media site known as Street Life (www.streetlife.com) specifically tailored to promoting local activities. If we are agreeable to this, Shaun will draft an announcement regarding Journey of Faith/KIT to see what interest is generated. We would have to have a means of contact so interested people can contact the Parish office.

Renata asked if PPC members agreed that we should try this means of evangelisation. All agreed that it was a good idea and that the parish email address only would be used as a point of contact (not the telephone number.)

On the subject of Social Media, Simon took the opportunity to tell PPC members that our parish now has a Facebook page *St Joseph & St Margaret Clitherow Bracknell* and encouraged all PPC members and parishioners to  Like it!

- **Education and Formation Team Meeting**

Report from Kenneth:

Kenneth reported that the focus for the Education and Formation team continues to be on our Youth to do everything we can to get them together; to gel; to get to know each other; to eventually grow into a Youth group.

At the moment a good number of the musical youth are meeting on Friday evenings in the hall to practice, to worship and to socialise. We are hoping that other activities will grow from this and that the young people themselves will come up with their own ideas as to what they want to do.

We would also like to see them get involved in the SVP but we will take our cues from them.

So far, there is a lot of passion for a number of different things: dancing, lawn tennis, table tennis, swimming, gaming. All of these ideas are just coming from general conversations so far. Kenneth is also currently mentoring a couple of the young people on leadership skills.

Fr. Danny suggested that the parish pay for a table tennis table. **Refer to Action 07/6**

- **Contemplative Life Team**

Report from Simon on behalf of Louise:

Days of Reflection for Ministers of the Eucharist

Three days have been booked at Douai Abbey for 20 people on each day:

- Saturday, 13th September
- Saturday, 27th September
- Sunday, 5th October

The days will be led by one of the monks and will include tea / coffee and biscuits plus a lunch of main course, dessert and cheese. The cost to the parish will be £20 per person.

Catherine has circulated those dates to our Ministers.

Parish Mission

This has now been booked for 26th Sept to 11 Oct 2015. The Sion Community currently asks for a donation of £3950 for a two week mission plus they ask for their team members to be hosted by parishioners. The missions to the schools will be arranged separately with them.

Life in the Spirit Seminars

As part of the Contemplative Life activities, Simon gave an update on the recent Life in the Spirit Seminars that were held in during May/June 2014. Over half of the PPC members took part in these seminars. The attendance was much better than expected. The first seminar saw 120 people attend. After that, 80 on average each week. Questionnaires were distributed at the end of the seminars and one of the suggestions for the future was the set-up of House Groups which Trevor had offered to coordinate.

House Groups

Trevor reported that 25 people from the Life in the Spirit seminars expressed an interest in joining some sort of House Group; either day time or evening and mainly on weekdays. By the start of the autumn term, he will have organised probably three House Group and House Group leaders. The House Groups, once formed, will elect what day of the week they will meet, how long they meet for etc.. The leaders will be expected to attend a meeting once every 3 or 4 months, hopefully with Fr. Danny if he has time, to make sure that their House Group and the leadership is on track, so to speak.

Friendship Sunday

The bric-a-brac and cake sale in the hall after all Masses last weekend was very successful and raised £450 for Fr. Jaya. Thank you to Freda and all those involved for a job well done.

7 Living our Faith

Peter gave a brief update: There will be sessions in the parish hall where people can come and see what Living our Faith is all about. We are going to adopt a softly-softly approach rather than a hard sell approach even though that is against the advice of the professional organisers. The material to be displayed and given out is being developed during July/August with a view to a launch one weekend in September after all Masses to allow parishioners to see what the appeal is for, where the money will go, and what this parish can gain out of it, for example, paying for the Mission in our parish next year.

8 AOB

- a. Re: Coordinator for the Sick and Housebound: Instead of finding a replacement for Michelle, going forward, Fr. Danny would like to take on this role (with support from Mary) so that he has a clear idea of who our sick and housebound are and to ensure that he himself visits them on a regular basis. Jan offered the support of the SVP in a 'visiting' capacity if needed which Fr. Danny was very happy to accept.
- b. Shaun reiterated that in order for the new KIT programme to work, he needs a reasonable number of people who are prepared to get involved. It won't be a huge commitment. The more volunteers there are, the less pressure there will be upon everyone. Shaun also asked PPC members to tell other parishioners that he is looking for help in this area. He estimates that he needs 8-10 people at least.
- c. Marion told us that there is a parish Safeguarding Book that we can all use as a resource. There are forms available that we can use, we do not have to re-invent the wheel. But we do have to seriously think about the Safeguarding implications surrounding any activities involving under 18's as well as going out to visit people. Going forward, Marion would like to meet with or set up some sort of discussion with the people in our parish that run the various groups, so that everyone understands what their responsibilities are from a Safeguarding point of view. Marion iterated that she is there to offer advice and support to enable our parish groups to grow in their ministry.
- d. St. Margaret Clitherow Feast Day Saturday 30 August 2014. We will mark this special day with morning Mass dedicated to our patron saint

followed by teas and coffees in the hall afterwards and perhaps a display on the life of St Margaret Clitherow.

9 Closing Prayer

Following the news that Bishop Philip's father had died yesterday, Fr. Danny led us in prayer for Bishop Philip, that the Lord will bless him at this difficult time, and for his father we prayed: Eternal rest grant unto him, O Lord, and let perpetual light shine upon him. May he rest in peace. Amen.

PPC ACTION LIST

	What	Who	When
03/4	Welcome Card Competition	StJ / StMC School Reps	End of Summer Term
04/5	Source information about youth gatherings	Megan and Hilary	Report at next meeting
04/8	Photographs on Website	Mary / Maura / Michelle	Ongoing. Report at next meeting
05/4	Census information on-line	Mary / Michelle	Report next meeting
05/5	Sion Parish Mission Negotiations	Louise / Peter	Report next meeting
05/7	Parish Fayre	Maura	Report next meeting
06/1	Query Transport to All Hallows School	Sub-Committee: Peter / Nicki / Trevor	Report next meeting
06/2	Arrange Training for Ministers of the Word	Fr Danny/Mary/Louise	September/October
06/10	Research World Youth Day 2016 Poland	All	Report next meeting
07/1	Photograph Permission: Inform Mary if not comfortable with image being displayed on notice board/website.	All	Before next meeting
07/2	PPC Photographs	Mary	Before next meeting
07/3	Display options for Parish Fayre	Mary	End August
07/4	Ask Paul Adams to mentor the Altar Servers	Fr. Danny	Before next meeting

07/5	Appeal in newsletter for new Altar Servers	Mary	Now and again in September
07/6	Purchase Table Tennis Table	Kenneth / Mary	Now