

Holy Cross Parish Council Minutes

Meeting of: Monday 12th June 2017 @ 8.00pm ending at 9.50pm		
Attendance: Fr Doug - Parish Priest; Ossie Folkes -Chair/ Catechesis; Angela Allen -Hartley Hall; Lesley Allen - Pastoral Care; Mary Baldwin - Administration; Joe Baptiste - Welcome;; Kath O’Sullivan - Justice, Peace and Development; Mary Collins - School; Rob Dunbar - Family Life & Marriage; Piero Finaldi –Ongoing Formation; Anne Mellis - Liturgy 1; Gwen Williams - Minutes Secretary.		
1. Opening Prayer - led by Fr Doug from prayer sheet presented to the meeting; reflecting on Stewardship and Treasure;		
2.Apologies: Mariam Philomin Liturgy 2; Susan Hooper - Finance & Maintenance; Patrick O’Sullivan -		
3. Welcome: Warm welcome extended to Piero and Anne, joining the PC to take up two very important roles; also to Mark Swarbrick – guest to speak on item 6:- Parish Communications.		
Agenda item	Discussion/ agreement	Action – who / when
4. Minutes and matters arising	<ul style="list-style-type: none"> • Proposed Pilgrimage to Aylesford postponed as announced in the Parish newsletter. Concern that PC members had no prior notice of this decision and were unable to answer queries from parishioners some of whom have expressed disappointment. Agreed that in future an email could be sent to give PC members advance notice. Fr. Doug reported there are Pilgrimages planned for Youth, UCM and the Tamil group; also it is intended to lead a Pilgrimage to Lourdes in the near future – possibly Sept/Oct 2018. • Fr.Regis’ impending departure: Farewell event will take place on Saturday 23/9/17 which is will be celebrated as our Parish Feast Day. He has expressed a wish to have a water supply borehole installed at home; the Parish could donate to this as our gift to him. School could do a separate collection as a personal gift for him to use as he wishes. 	<p>Fr. Doug to organise Parish collection over two weekends in September. Mary C to organise school collection.</p>
5. Parish Updates (summarised on attachment)	<ul style="list-style-type: none"> • Finances: Fr. Doug presented a brief summary of parish finances; this was also published in the Pentecost weekend Newsletter. A full report is also published on the parish website. The investment amount results from endowments made by deceased parishioners. Can the Parish match this in order to enable us to use some of our income for charitable purposes in the future. Andy Pollock has stepped down as finance Officer after a long tenure in this role. Thanks were expressed to Andy for his commitment and hard work (also published in Newsletter) Peter Louth has agreed has to take up this role. • A Diocesan year of Prayer was planned for 2018 but the Bishops Conference of England and Wales are organising a National Eucharistic Congress to be held in Liverpool in September 2018. 500+ delegates to attend – including youth reps. 	<p>Fr. Doug and Finance officer to keep under review.</p>

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	<ul style="list-style-type: none"> • Expected that each parish will send two delegates Fr John Mulligan is the Southwark representative Nationally and will lead/ coordinate the Southwark dioceses response. Further information will be circulated. Piero will be present at a meeting with Fr. John and will report back to the PC. Theresa Keogh and others from the Spirituality Commission are producing a document to enable “Prayer Journaling” • Archbishop Peter’s retirement: Deanery Pastoral Council has assembled a list of qualities to look for in the new Archbishop. Discussion on how the Parish consultation will proceed. Agreed that PC members will have discussions with their groups and notice to go into Newsletter. Group leaders to report to PC. Piero to forward further background information to Fr. Doug. • Youth: Lesley outlined initiative to start a Youth SVP group – age 14-18. Joanna Waller- National SVP Youth Coordinator attended a meeting here on May 5th and gave a presentation to SVP and interested parties. Copies of this presentation given to PC members for info. Proposed that meetings held fortnightly. Two young adults have expressed interest in leading and taking this forward. It was felt this is a good follow up for the confirmation group. Following discussion PC members approved the further development of this group. Meeting of the group proposed for 14-09-17. Thanks were expressed to Phil Loughnane for initiating and leading this venture. Suggestion that in future there could be joint events between SVP, the SVP Youth Group and the Mini Vinnies. Fr Doug introduced the “Faith in Action” initiative: this is a National Award Scheme, piloted in dioceses around the country and currently running in the Bromley Deanery. Fr Doug will discuss with clergy n the Lewisham deanery meeting on 13-6-17 with a view to launching in early 2018.following a presentation at the Deanery Clergy Conference in October. The Pin Award is for Y6 so our school could participate. The Bronze, silver and gold awards are for secondary aged youngsters. It is a year long project comprising 4 reflection points. Participants keep a journal of their activities. Moderation is a requirement. – this may well be done by another deanery. Materials produced by CAFOD and SVP are available to support this project. There are some overlaps with the Jack Petchey award scheme and links need to be explored further. 	<p>Group leaders Fr Doug, Piero</p> <p>Lesley to liaise</p>
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	<ul style="list-style-type: none"> • Safeguarding: Pat Barber is now the Parish Safeguarding Officer with oversight of all safeguarding matters. Mary B will continue to input DBS and other data as required. There is a Safeguarding team in place and training is being organised. • Welcome: Plan to have welcomers and greeters at all Masses; aim to put together a weekly rota; develop a programme for engaging more participation from a wider range of parishioners; what opportunities are there to “meet and greet” apart from at Masses? Can we do it differently in Masses during the Peace greeting? wider range of people making announcements about parish events and initiatives. A proposal that Hartley Hall be open for coffee mornings during the July/August holiday period was accepted: Concern about the cleaning: the cleaner has a fortnight break during this time. Volunteers to manage this. Thanks expressed to Angela for organising and managing the coffee mornings throughout the year. 	<p>Ossie to meet with Phil, Joe and John.</p> <p>Ossie, Rod, Lesley & Fr Doug to agree a rota for this period.</p>
<p>6. Communications</p>	<p>Mark Swarbrick presented key questions for PC members to consider in reviewing and improving the quality of our communications. Who; What; How frequently; How to deliver; When; How to manage data: creating and maintaining a database; resources vis time & money critical. Data protection – registered with / via the diocese; password protections in place</p> <p>Assess “fitness for purpose “ of any scheme/ app we adopt. Use of social media? “Churchsuite” app discussed: free 30 day trial then £17.50 monthly for a congregation of our size, for address book or £39.50 for address book and 2 other modules. We need to agree on a timeline for development; examine current methods and how effective they are.</p> <p>Mary C outlined systems used in school for a range of audiences and how data can be manipulated and filtered to target information at specific groups and stressed the need to update regularly</p> <p>Whatever system we adopt regular maintenance and updates are essential for it to be effective. Next steps – a parish census in the new year: Set up an address book that records name- family members and roles in the Parish. Suggestion that volunteers meet with Mark to design census form and bring proposals to next meeting. Piero to look at existing templates we could adopt and report to next meeting. Thanks expressed to Mark for his input and ongoing support.</p>	<p>Ossie & Mary B Mark Swarbrick</p>
<p>7. School</p>	<p>Our school continues to thrive and build on successes, maintaining good relationships and links with parish groups.</p>	

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<p>8. Stewardship</p>	<p>Ossie presented an overview: reminded us that STEWARDSHIP is a Spirituality A quick review of Year 3 TREASURE - Treasure has been hijacked / thwarted by the Financial appeal which occurred at the same time. To refocus and revisit the theme of TREASURE and “<i>the NEED to give rather than give to a need.</i>” in the autumn and right through to next Lent Advent will be an opportunity to develop the theme of Treasure i.e. 3 Kings etc. Forward planning 2018 Lent we come back to TIME cards from Diocese regarding the Eucharistic Adoration. Try to fit some Time into Formation “How to pray’ Lots of ideas for the Pledge cards “I will spend some time learning about ...”. “I will come to Eucharistic adoration ...” In 2019 the next time we cover Talent there is to be a Ministry Fair.</p>	
<p>9 Hartley Hall</p>	<p>Joe reiterated the need to keep Hartley Hall open throughout the summer break and requested that Hartley Hall be used more to generate additional income for the Parish. Suggested activities to be discussed at the Hartley Hall Management Committee meeting on 13-6-17.</p>	
<p>10. AOB</p>	<ul style="list-style-type: none"> • Reminder of arrangements for Parish Walk on Saturday 1st July. • There’s a day of Reconciliation at the Convent at St Andrews on the same date. • Chiara Finaldi has established a group of young Mums within the Parish: They meet on Thursdays at 10.am in the Upper room at Hartley Hall. During lent their focus was on the Devine Mercy. Focus now is on developing a relationship with the Saints. This group can be publicised to the Baptism group. Progress to be reported at a future PC meeting. Thanks expressed to Chiara for her hard work and commitment in leading this group. • Mental health: There is a Bishops Conference Grant to support Mental Health and Spirituality initiatives for which the Parish can apply. Lesley presented a draft questionnaire produced by a small team. It was agreed that once reviewed this should be distributed to the Parish as soon as possible . 	<p>Lesley to meet with Fr. Doug to review</p>
<p>11. Updates</p>	<p>Item suspended due to time constraints.</p>	
<p>12. Date of next meeting</p>	<p>Agreed for Tuesday 4th October 2017 at 8.00pm in the Upper Room at Hartley Hall</p>	
<p>13 Closing Prayer</p>	<p>Shared reading of prayer of John Henry Newman on life’s vocation and reflection “One Minute Wisdom” by Anthony de Mello. Followed by Blessing from Fr. Doug. The Meeting closed at 9.50pm.</p>	