

<b>Meeting of Tuesday 4<sup>th</sup> December 2018 @ 8.00pm in Hartley Hall : ending at 9.30pm</b>		
<u>Attendance:</u> <b>Fr Antony</b> - Parish Priest; <b>Ossie Folkes</b> -Chair/ Catechesis; <b>Lesley Allen</b> - Pastoral Care; <b>Joe Baptiste</b> - Welcome; <b>Piero Finaldi</b> –Ongoing Formation; <b>Sue Hooper</b> – Finance & Maintenance; <b>Anne Mellis</b> - Liturgy; <b>Gwen Williams</b> - Minutes Secretary.		
<b>Apologies:</b> - <b>Angela Allen</b> -Hartley Hall; <b>Mary Baldwin</b> - Administration; <b>Rob Dunbar</b> – Family Life & Marriage; <b>Kath O’Sullivan</b> - Justice, Peace and Development; Giovanna Finaldi – School.		
<b>1. Opening Prayer: taken from the Commissioning of Holy Cross Parish Council 2012 – see attached agenda. Prayer offered for Mary B and her husband Steve who was taken ill today and is in hospital.</b>		
<b>Agenda items</b>	<b>Discussion/ agreement</b>	<b>Action – who / when</b>
<b>2. Matters arising</b>	<p>Thanks to all who contributed to Fr. Doug’s farewell and Fr. Antony’s Induction ceremonies and celebrations and for pulling together to support the work of the parish during this recent transition period</p> <p>Ossie has received an email from Kath O’Sullivan resigning her position on the Parish Council and relinquishing the roles she has held. Thanks are recorded to Kath for her years of service to the PC. Other matters arising from minutes of 18<sup>th</sup> June 2018 deferred to end of this meeting.</p>	
<b>3. Group leaders’ reports/updates</b>	<p><b>Sue H- Finances:</b> the Parish House letting has been reviewed: consideration was given to a rent increase however this has been deferred as the current charges reflect the market: the tenants will remain for a further year. Overall finances reviewed and found to be in good order. Parishioners have responded well to the 2016/17 Gift Aid campaign which saw some increase their DD contributions and others opting to initiate DD payments for the first. Figures will be provided to the next meeting.</p> <p><b>Lesley- Pastoral Care-</b> highlights; a summer Holiday at Home scheme was run over three weeks respectively from The Brownhill Road Baptist Church, St Andrews and Holy Cross; this proved very popular with up to 120 attending over the period. An Anointing of the Sick Mass was held in July and was followed by a reception. The Third Thursday Time (TTT) Group was launched in January; attendance is increasing as is the variety of activities being offered. Grants have been secured from Catford Local Assembly and the group is registered to receive support from the Co-Op Community Funds. The Diamond club has been granted funding to provide 12 activity sessions during the coming year. As a Dementia friendly Parish, Lesley is offering to facilitate awareness raising sessions to parish groups.</p> <p>Visits to Care/ Nursing hopes to be resumed with Fr. Antony.</p>	<p>Sue</p> <p>Lesley to liaise with group leaders to take this forward.</p>

<p><b>3. Group leaders' reports/updates</b></p>	<p><b>Ann- Liturgy: First Holy Communion group</b> is progressing well- having the parents and children together proved successful last year and is continuing this year. First Reconciliation takes place this weekend. As Catechists move on the aim is to recruit more and encourage our young adults into these roles. Christmas Liturgy: Planning and rehearsals for the annual Carol Service are under way; many groups from our diverse parish community are preparing to present Carols and songs from their own cultural traditions. The service will take place on Sunday 23<sup>rd</sup> at 4.pm followed by refreshments in Hartley Hall. It is intended to coordinate the music across the weekend Masses so there is more cohesion.</p> <p><b>Joe –Welcome:</b> As some members of the team have left the aim is to recruit and train more of our young people into this role; Ossie advised that there is a Deanery Formation day for Welcomers and Ushers on 02/03/19: roles will be kept under review and evolve as needed. Presently Joe is facilitating the Saturday 6.30 and both Sunday Masses. Some concern expressed about elements of church maintenance – eg the main front door of the church. Proposals to modify the physical access between the Sacristy / main church and Hartley Hall remain a cause for concern.</p> <p><b>Piero- Formation:</b> The Confirmation programme is under way and running well. There is a large group, including some from another parish. The Service Projects being undertaken by the candidates are being kept under review. Closer liaison is needed between the Catechists and some group leaders.</p> <p><b>Ongoing Formation:</b> a short course offered last year was not well attended: PC to consider how we can engage a wider participation. Further discussions needed on how to follow up on Adoremus, dealing with the Mystagogia period post RCIA / Baptism: Suggestion that regular gatherings between Readers and Extraordinary Ministers of the Eucharist be arranged. We need to begin planning for 2020 – designate as the Year of Scripture in England and Wales.</p> <p><b>Ossie – Coordinating Stewardship:</b> Kath's departure leaves a gap in the Baptism and Children's Liturgy programmes. This crystallises the urgency for creating a culture of service and tapping into the talents of a wider body of parishioners. In recruiting additional young people more flexibility will need to be built into the structure to take account of their study and family commitments- they may be more forthcoming if new recruits are asked to serve on a rota (monthly /6 week cycle) Designated coordinators to manage and monitor. A personal approach/ invitation is felt to be more valuable and effective. Recommendations can be made to Fr. Antony.</p>	<p>Ann and team liaising with community group reps. Angela &amp; Gwen</p> <p>Piero to lead review</p> <p>Fr. Antony, Ossie and PC members</p>
<p><b>4. PC &amp; Coordinator vacancies</b></p>	<p>There are presently a number of vacancies on the Parish Council and in service roles (see agenda): On the PC leadership <b>of Youth/ Young people</b> –this is a long standing vacancy; names of individuals involved in</p>	<p>Fr Antony to move</p>

	<p>“Faith in Action” programme suggested also use of resources produced by Bromley: <b>Mission-</b> more coordinators needed: <b>Marriage and Family Life-</b> Rob has stepped down from this role. Marriage preparation is a Diocesan programme. Family Life is a multifaceted portfolio and a programme needs to incorporate the diversities; parenting and how parents are supported in our communities has to be a major feature; also support for families in Masses.</p> <p>Coordinators are needed for each Mass; also for the weekend <b>Altar servers:</b> suggestion of a meeting with weekend Altar Servers and their families to encourage more participation. <b>Sacristans</b> are needed – presently Gwen services the weekday morning Masse- cover is needed for Saturday pm and both the Sunday services – Joe is currently overseeing the weekends: <b>The Repsitory:</b> Caroline C will continue until Christmas then step down after many years. Ideally it needs to be open and accessible more often someone needs to be in charge and organise stock rotation and ordering.</p>	<p>forward with conversations with individuals to assess their interests and likely commitment.</p>
<p><b>5. GDPR, Security/ CCTV</b></p>	<p>Fr. Antony has identified a number of gaps in GDPR practices. – e.g. issues with storage- <b>Nothing is to be kept in anyone’s home or in personal emails;</b> emails are to be sent via a central source – this is being addressed and parish groups will be issued with a dedicated parish email addresses in due course. <b>All paper records are to be kept in the secure office safe.</b> Advisers from the Diocese have been invited to review and report in order to help us evolve a more comprehensive Parish Policy.</p>	
<p><b>6. Financial Report and forecast</b></p>	<p>Addressed above in Leaders report. Forecast to be dealt with at next meeting.</p>	
<p><b>7. Dates/ Information</b></p>	<p>Dates listed on the agenda and published in recent Parish Newsletters were confirmed as follows:</p> <p><b>PENITENTIAL SERVICES:</b> 15<sup>th</sup> Dec – Lewisham Deanery; 21<sup>th</sup> Dec – Holy Cross @ 7.pm</p> <p><b>CHRISTMAS MASSES: Christmas Eve – Monday 24<sup>th</sup>:</b> Family Mass @ 5.00pm: 7.pm Mass: Carols and Midnight Mass 11pm <b>Christmas Day- Tuesday 25<sup>th</sup>:</b> 10.00am &amp; 11.30 Masses. <b>New Year’s Eve – Monday 31<sup>st</sup>: 11.00pm</b> Blessed Sacrament followed by Midnight Mass.</p> <p><b>FR. JOHN’S MEMORIAL MASS on Sunday 27<sup>th</sup> January @ 5pm</b> followed by refreshments in Hartley Hall.</p> <p><b>PARISH WEEKLY SURGERIES:</b> Meet your Parish Priest (MYPP) no appointments needed: Fridays 5.30 – 7.30: dates to be announced in Newsletters.</p> <p><b>A WELCOME FORMATION DAY:</b> on 2<sup>nd</sup> March led by Margaret Fraher.</p> <p><b>ADOREMUS: Deanery Spiritual Pilgrimage</b> in Sydenham on 1<sup>st</sup> March.</p>	<p>Planning team: Ann to coordinate music, Rob to be asked to coordinate readings; Lesley and Sue to organise hospitality and refreshments</p>



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	<p>Dates have been agreed with a few groups. Suggestion that the 11.30 Mass on the 5<sup>th</sup> Sunday of the month be allocated for these</p> <p><b>Yearly Planning:</b> this will be a main item on the next agenda. All group leaders to email proposals to Ossie at least a week before the next meeting in order to facilitate a structured and timely discussion.</p>	
<b>9. AOB &amp; date of next meeting</b>	<p>Date of next meeting is <b>Tuesday 26<sup>th</sup> February @ 8.00pm</b> in the upper room at Hartley Hall</p>	
<b>10. Closing Prayer</b>	<p>Led by Fr. Antony. The meeting ended at 9.50pm.</p>	