

Holy Cross Parish Council Minutes

Meeting of: Wednesday 10th January 2018@ 8.00pm in Hartley Hall ending at 9.32pm		
Attendance: Fr Doug- Parish Priest; Ossie Folkes -Chair/ Catechesis; Angela Allen -Hartley Hall; Lesley Allen - Pastoral Care; Mary Baldwin - Administration; 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 .Apologies: - Mariam Philomin Liturgy 2;		
2. Introductions: Ossie extended a warm welcome to Franck Anguibi and introduced him to the meeting. Franck has taken on the role of Parish Webmaster and has begun to redesign and update the Parish website. He advised that his task at the moment was to input all available information about the Parish activities and groups. PC members would then be able to edit and update information for their designated areas. He plans to install new Apps to enable the monthly signing in process and for Parish groups to register attendance at meetings as appropriate- this will speed up some tasks and help reduce the amount of paper work. His contact details will be published on the website so that PC members can send items for input directly to him.		
Stewardship Reflections at the Turn of the Year by Teresa Keogh – read by Rob		
Individual Prayer exercise: Ossie distributed a proforma – Stewarding our relationship with Christ . All invited to reflect on our Stewardship over the past year and priorities for the year ahead & complete the proforma. This may help us to reflect and re-evaluate our Stewardship actions throughout the year		
Opening Prayer- on Agenda sheet – read by Ossie		
3. Notification of Items to be taken under AOB: Mental Health Café – Lesley Church entrance – Piero Church decoration – Fr. Doug Additional item from Philomin via Lesley School – Mary C		
Agenda items	Discussion/ agreement	Action – who / when
Minutes and matters arising	Fr Doug reported that the Parish Safeguarding Policy has been agreed: First Aid Training is being considered. Prices being investigated for the purchase of a Defibulator. The Parish Christmas Concert was very successful and generated lots of positive feedback form those who attended and from participants; described as a “memorable family occasion” £3,148 was raised for our Ghana Project Updating the Parish Council Notice Board: No photos have yet been sent to Piero to enable him to move this forward since the last PC meeting. All members to make this a priority please. Pilgrimage to Lourdes in September: 41 bookings confirmed so there are a few places left. These are being advertised in the Newsletter.	

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<p>5.Parish website</p>	<p>This has been recently redesigned and updated as outlined above. PC members are asked to focus on and address the Directory of the Parish. Fr Doug reminded all that the PC followed a Cabinet model where each member served as a group leader to coordinate activities and liaise with the Parish community.</p> <p>Ossie presented the current Directory on the website with headings, leaders and sub sections in each category.</p> <p>All group leaders must liaise with each of their groups and ensure that a brief summary and contact details are added.</p> <p>There was some discussion on what needs to be added, corrected, reviewed , edited and refined. Where relevant and appropriate photos should be added; links also to be added – some of these will be Deanery and Diocesan.</p> <p>Suggestion that the Welcome section be renamed “welcome, Hospitality and Safety”</p> <p>At present the forms shown are copies and cannot be filled in and submitted on line. This needs development.</p> <p>Gift Aids Forms are to be added and updated.</p> <p>A number of areas were identified for review and updating: Safeguarding procedures to be followed in the use of photos placed on the website.</p> <p>Some information sent through has yet to be uploaded. Some areas will need to be updated regularly to keep information current. All PC members to check and update their areas on the website as a priority and send through to Franck. Final deadline is 31st January 2018.</p> <p>(see additional Appendix for details)</p>	<p>Fr Doug to review The viability of a few existing groups.</p> <p>Gwen can proof read if requested. Fr Dough and Ossie to oversee and monitor.</p>
<p>6. Timing of PC Meetings</p>	<p>This meeting is scheduled to end at 930pm</p> <p>At the moment meetings are held every term – 3 per year. Do we need to meet more regularly? Suggestion that smaller groups could meet more often – how will those discussions be disseminated so that all are kept fully informed and all groups are represented? Leaders to meet with their sub groups so that PC meetings will be kept better informed. Aim to have 4 meetings per year – 2 full and 2 sub groups?</p> <p>Date of next meeting agreed for Monday 19th March 2018 @ 8.00 pm in Hartley Hall</p>	
<p>7. Stewardship Update</p>	<p>Fr Doug reported that Stewardship during Lent will focus on Prayer Journaling as outlined on the Day of Prayer led by Teresa Keogh in December</p>	

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<p>8. Faith in Action</p>	<p>Fr Doug reminded us of this Diocesan initiative which has been piloted in Bromley. Following discussions within the Deanery Catcord and Brockley parishes will launch the project this year beginning with the Bronze award. This requires participants to engage in a minimum of 20hours of service. This can be built through the 10 hours of service the Confirmation candidates have to perform. Fr Doug investigate the funding. Bromley Youth organisations and secondary schools are on board. It is believed that information has been sent to all schools. Our school has not yet received this so MC to follow up with Fr Doug - it may only have gone to the secondary schools.</p>	
<p>9. Eucharist Congress</p>	<p>There are two reps per Parish: A meeting was attended by Anne and Kath. Their notes are available on request. Anne will address all Masses on the weekend of 27th/28th January and prayer cards will be distributed.</p>	
<p>10. Prayer Partnership</p>	<p>Lesley reminded all that to support the Stewardship programme we partner parish groups to pray for each other in their meetings. PC leaders to organise their groups to accomplish this – Groups writing their own prayer. Prayers to be uploaded to the website by 31st January. Prayer Partners as follows: Diamond Club to pray for Baptism group Housebound to pray for RCIA Confirmation Group to pray for First Communion Group School to pray for Diamond Club Communion group to pray for School SVP to pray for Uniformed groups RCIA to pray for Confirmation Group Baptism Preparation Team to pray for Housebound UCM to pray for SVP Uniformed groups to pray for UCM</p>	<p style="text-align: center;">All PC group leaders</p>
<p>11.AOB</p>	<p>Mental Health Café: Lesley reported that an application to the Bishops’ Fund to assist in setting up this project has been partially successful and funds received will go towards training costs for First Aid and Food Hygiene. Other Parish groups can benefit from these training initiatives. Meetings will be held on the 3rd Thursday of every month and the group known as TTT – The Third Thursday group. Talks and activities are being planned. Church entrance – Piero. Playground entrance into church is unsightly due to the toilet</p>	

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	<p>doors always being open (this is due to the radiators being located there and is the only way the porch can be heated) this is not welcoming so a solution needs to be found. Also there are loose disused light fittings.</p> <p>Church decoration – Fr. Doug; a number of areas are in need of redecorating and upgrading: there is a meeting next week and suggestions are welcome: priority is the Sacristy to enable more space for the children’s liturgy group.</p> <p>Additional item from Philomin via Lesley: Praying the Stations of the Cross during Lent will take place on Fridays at 7.30pm and as in the past, be led by different groups weekly. Group leaders please arrange with your groups and let Philomin know so that the rota can be drawn up.</p> <p>School – Mary C reported that at the request of the Diocese governors have agreed that our Primary School enter into a “soft” Federation arrangement with St Augustine’s. Both are 1 form entry schools. Mary C will be the Executive Head of the two schools and a Head of school will be appointed to be responsible for the day to day running of Holy Cross school. Parents were advised of this in a letter from the Chair of Governors before the Christmas break. This arrangement is initially for 1 year. However in light of current trends in recruiting to headship this could become a more long term arrangement Congratulations and good wishes were offered to Mary C.</p>	
<p>12. Date of next meeting.</p>	<p>Monday 19th March 2018 @ 8.00 pm in Hartley Hall</p>	
<p>13. Closing Prayer</p>	<p>Fr Doug gave the blessing using the Adoremus Eucharistic Congress Prayer.</p>	