



St Anne's Pastoral Parish Council Meeting Minutes

Meeting held: 15 Jan 2025

at 7:00pm in Presbytery

In attendance: YR, Fr G, MS, MMc, MB, CU, RA, TL

Item	Agenda Topics	Discussion/Actions	Person responsible	Date to be completed by
1.	Welcome Opening prayer	Themes of the Jubilee – Pilgrims of Hope – Prayer 'Stepping out to act'	YR MMc	
2.	Apologies			
3.	Previous minutes Reconciliation service Christmas & New Year liturgy	Accepted. Well attended and received. NYD Mass was well attended/African culture – Midnight Mass starting at 9:00pm. Can we build on this for next year? Good feedback: Christmas Day Offertory by the African community Oli – playing the piano on Christmas Day African community singing after Mass on NYD at the grotto Music Group on Christmas Eve	CU	Ongoing
4.	Communications	Website is updated regularly with new content. Newsletter email continues to be strong with regular views, photos are very much appreciated Livestream going OK – can we make more of it? Make people more involved with it? Sharing the sign of peace; including them in the bidding prayers. Could a wider angle camera be used to be able to include reader/screen/altar?	RA Live streamers Bidding prayer writers	Ongoing Jan/Feb
5.	AV in church	Pulpit talk on Sun 19 th Jan after Communion at Mass. Include some information in newsletter PPC to be available after Mass to get some verbal feedback Check badges for PPC to wear for identification Subject to positive feedback, order the screen Will a screen be available during FHC programme? Ask the schools if they have one available??	MMc/Fr G/MS All PPC MS MMc Fr G	For 26 Jan

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6.	Ministry of welcome	Icebreakers: MB and CU have looked at various ideas to use during the coffee mornings to encourage people to integrate and get to know each other. Form a sub-group to discuss and decide how/what to do Importance of the Ministry of Welcome – Welcome, Communion, Goodbye are all important Still need more welcomers - invite others to join Add MB and CU to rota	MB, CU, YR FR G/all PPC MS	Next meeting
7.	Review of parish events	Rotas – PPT rota – include a request for help with PPTs during the talk next Sunday Coffee morning rota – need to ask others to volunteer Future event – possible hold an ‘International Mass’ at Pentecost followed by a social	MMc All PPC All PPC	19 Jan Ongoing Next meeting
8.	FR – 22 nd March FHC – 18 th May	There are now 10 families 5 prayer sponsors – any other volunteers?	Marion McCabe	
9.	Jubilee Year 2025	Booklet and prayer cards distributed – themes of the jubilee discussed. What can we do as a parish? • Introduce the themes of the Jubilee to the parish. • Can we run some sessions for the parish e.g. ‘Forgiveness’ session(s) during Lent? • Rebrand the Walsingham Pilgrimage as a Jubilee Pilgrimage? • Can we ‘adopt’ the Holy Family parish in Gaza for the Jubilee year? Fundraise/include in prayers - Fr G has emailed parish to ascertain what help we might be able to give https://lpi.org/en/the-patriarchate/diocese/parishes/palestine/gaza-parish-holy-family-church • Aid to the Church in Need could possibly help with ideas of a parish to ‘adopt’ • Use the screen to display different Jubilee prayers to say at Mass • Adapt the official prayer of the Jubilee to say at Mass? Can we adapt the ‘Stepping out to act’ to our local needs? • Have a ‘Jubilee Saturday/Sunday’ on 01/02 Feb – introduce to parish; issue the booklets and prayer cards; use our own parish prayer There are resources on CAFOD/CBCEW website – forward links	Fr G/YR All PPC MS	01/02 Feb 01/02 Feb
10.	Lent 2025	CAFOD Jubilee reflections: discuss possible session for Lent Forward booklet to PPC	PPC MS	Next meeting – 19 Feb ASAP
11.	CMC	Request for info re quota: Proposal has not approved/finalised yet - reply from Fr Paul Chipchase: forward to CMC PB has resigned from CMC as his remit is complete	YR	ASAP

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		BT will speak after Communion at Mass re getting volunteers Employ a 'bookings secretary' has been discussed and approved at a previous CMC/PPC, must be paid through the Diocese Joint meeting	CMC - BT CMC CMC/PPC	02 Feb 27 Feb
12	Safeguarding	No significant updates in the parish Still remains a big topic in the news		
13	H&S	Fire safety training – 2 sessions will be needed to train fire marshals as identified in the Fire Assessment report; this needs to be followed with a fire drill in church. Welcomers and PPC to attend, also volunteers from the parish to act as marshals Evacuation procedure briefly explained. This will be developed further and the procedure put in place.	TL/MS All PPC TL/MS	26 Jan/09 Feb in church 09 Feb
14	Finance	There has been quite a few increases in weekly offertory giving. Include a thank you in the newsletter 100 Club – still some outstanding subscriptions!	FRG/MS MS	19 Jan Ongoing
15	Buildings update	Martin Turner to redecorate the sacristy, hallway, corridor to meeting room, meeting room, store room including treating the damp walls.		Feb
16	PPC course, development etc	YR – continuing with course RA – learning through doing SOWHC with JC MS – The Artists Way MB about half way through her Spiritual Accompaniment course, needs more people though!		
17	AOB	Send a card to PB and LC for their work on PPC/CMC Thank KS/NB/LC/PB for the service to the parish in the newsletter	YR Fr G/MS	End Jan 19 Jan
18	Date of next meeting Opening prayer Minute taker	19 th Feb 7:00pm to discuss Lent Jubilee prayer	 MS	