

St Anne's Pastoral Parish Council Meeting Minutes



Meeting held: 27 Nov 2025

at 7:00pm Meeting Room, Presbytery

In attendance: TL, MMc, GD, MS Fr G, YR

Item	Agenda Topics	Discussion/Actions	Person responsible	Date to be completed by
1.	Welcome and opening Prayer	Gemma opened the meeting with a prayer		
2.	Apologies	Rob Aldous		
3.	Previous minutes	No matters raised		
4.	PPC meetings	Leadership Team, who meet monthly will focus on Safeguarding, Finance, Liturgy and Vision. PPC to focus on Social, Quinquennial Report, Visiting/pastoral care, Collections/banking, Rotas, Mission as agenda items for future meetings. All 4 churches to follow the same agenda format. 1 faith/2 priests, 3 parishes, 4 churches. Suggestions for sharing of best practice between the 3 parishes Mass times during January when Fr Benjamin is away – no change as Fr Frank Carvill will cover the Masses in NM and MB.		
5.	Christmas Mass times	Christmas Eve/Day children's group. The children will sing Away in a Manger round the crib at the Offertory. Parental consent forms have been received so the children can appear on the Livestream. Welcomers to wear high viz vests so that they can be easily identified; need to be sourced. Doors open in case of emergency evacuation Collectors needed for both Masses	GD GD Welcomers MS	Christmas Pre-Christmas
6.	Rotas	New rotas have been circulated. Readers, welcomers etc needed for Christmas Eve and Mass – volunteers requested.	MS	Pre-Christmas
7.	Social	Social event possibly in the Clubhouse? 6 social events p/y: e.g. International Food event, St Patrick's Night – March, Shared table supper – May, Quiz night – Autumn Christmas Fair/Carol concert with the choir/schools Family Day at the Briars? Research, canvas opinions. Awaiting literature from the Briars. Introduce processions – May procession/Blessed Sacrament. Check diary dates	GD PPC, CH, CO'N GD Fr G/MS	Next meeting Dates for next meeting Next meeting
8.	Quinquennial	Report to be given to Fr Greg Small group to be set up for buildings/maintenance etc	MS MS/TL	ASAP Jan 2026

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9.	Mission	Church being open is being well received Leaflet for visitors to the church – with history/church details Visitors book being looked at Church notice – at the front of church Social media presence – Facebook – approx. 700 followers. Possible link to Instagram? Enabling our Mission Campaign – to be launched on 30 November, with a parish census	MMc/AC RA/YR/MS RA MMc Fr G	Next meeting ASAP Ongoing Next meeting 30 Nov ongoing
10	Counting/banking	Can the rota for counters team be expanded, perhaps to help with the banking	MS	ASAP
11	Visiting/Pastoral	Visiting group already established - some people's needs are quite complex, but we need to make ourselves aware of anyone who would like to be visited. Use the sick list as a starting point with the visiting group – speak to IT/JC Involve the people who are joining us on the livestream in the bidding prayers	All MS MS/Marion McCabe	Ongoing ASAP
12	Date of next meeting Opening prayer Minute taker			