

MINUTES OF THE PASTORAL COUNCIL MEETING
HELD ON SUNDAY 15th MAY 2011
AT 7:00 pm in ST. ANNE'S PRIORY

Present:

James Coleman, Margaret Daunt, Deacon Des, Chris Merriman (Chair), Deacon Mac, Peter Mawtus, Fr Boniface Moran, Fr Godric Timney.

Minutes Secretary: Brian Farrimond

1. Opening Prayer

Chris welcomed everyone to the meeting and Peter led the opening prayer.

2. Apologies

Clare Guidi.

3. Approval of minutes

The minutes of the meeting of 6th March 2011 were accepted as a true and accurate record.

4. Matters arising from minutes of previous meeting

Parish Project

Action: Fr Godric to confirm figures to be used in the letter to groups asking their support for parish projects.

The letter has been sent.

After some discussion it was agreed that ideas about possible new projects should be discussed at the next meeting.

Action: Brian to add Parish Project as a new agenda item for next meeting.

Social Committee

Action: Fr Godric to put Elaine and Clare in touch with the parishioners who have volunteered to set up a Social Committee.

This has been done.

Action Clare and Elaine to report on progress at next meeting.

Prayer paths in Lent

Action: Fr Godric to put the programme in the bulletin.

Done.

Ongoing Action: Clare to consult friend at Christchurch about their House groups with view to collaborating with them on a Lent House Group project

Ongoing.

Action Clare to report on House groups.

Parish Website Support

Action: James to complete the removal of the old web site.

Nearly done.

Action James to complete the removal of the old web site.

Areas for disabled with wheelchairs and parents with buggies in church

Action: Fr Godric to report back on consultation on the feasibility of adding more spaces.

Some discussions have taken place.

Action Fr Godric to consult further and report back.

PPC Membership

Action: Fr Godric to advertise for new PPC members after Easter.

This is a new agenda item. See below.

Welcoming Book

This was held over to the next meeting.

Action: Brian to add this to agenda for next meeting.

Done.

Initiatives for Lent

Action: PPC Members to suggest additional activities to put into the bulletin

Done.

Action: Fr Godric to discuss this with Mike, the Youth Leader, and Clare.

Done.

Roles for Parishioners

Action: Fr Godric to produce a list and invite comments.

Action: PPC members to provide comments.

It was decided that this should be a main topic for discussion at this meeting. See below.

Action: Fr Godric and Chris to consider the need to set up a sub-committee.

It was decided that the PPC would manage the process directly and not use a sub-committee.

Douai Event

Action: Interested PPC members to respond to Fr Godric in the next few days.

Done.

Action: Fr Godric and Chris to consider possibility of an away day for the PPC.

Done. A group went to Douai Abbey.

Easter to Pentecost

Action: Fr Godric to consider further what activities to undertake in the interval between Easter and Pentecost and report back.

The Confirmation course is taking place.

West Lancashire Visitors Guide

Action: Margaret to report back to the parishioner who raised the issue.

Done.

5. **New agenda items**

a) PPC Membership

James was invited to serve a further three years and he accepted. His membership now runs until 29 June 2014.

Discussion of PPC membership was subsumed into the discussion of **Roles for Parishioners** minuted under **Any Other Business** below.

b) Welcoming Book

This was held over to the next meeting.

Action Brian to add Welcoming Book as new agenda item for next meeting.

c) Parish Website Support (Standing Item)

Nothing to report.

d) Status of Parish Centre Development (Standing Item). Fr Godric to report

Nothing to report.

6. Correspondence

A request has been made to put the Parish Mission Statement on the parish web site.

Action James to put the Parish Mission Statement on the parish web site.

7. Reserved issues

None.

8. Matters arising from the minutes not dealt with elsewhere.

None.

9. Any other business

Roles for Parishioners

This item was the main topic for discussion at the meeting.

Fr Godric presented a draft document identifying the roles that needed to be undertaken in the parish. The discussion centred around this document.

Several topics emerged:

Role of the Parish Mission Statement

Points made included:

- should underpin the roles for parishioners
- elements it contained were worship, community and service

PPC Membership

Points made included:

- more people would be available to serve on the PPC if meetings were on other nights as well as Sundays.

- should look for role-fillers as PPC members
- should advertise in the bulletin asking for nominations
- should be talks on PPC activities at Sunday Mass with PPC members available afterwards to answer further questions

Youth Ministry

Points made included:

- the Youth Ministry Management Committee had the roles of Secretary and Business/Funds Manager currently unfilled
- should approach parents of youth community to volunteer

Sacramental Programme

Points made included:

- should show the DVD on the changes in church
- need to emphasise the scale of the operation - about 20 catechists needed
- schools will not, in the future, carrying out sacramental preparation. Fr Godric is to meet the Head Teacher of St Annes Primary School to discuss how the school can support the new programme.

St Elizabeth's and St Anne's

It was agreed that the roles should be duplicated across the two parishes in the first instance. The strategy is to get things going at St Annes first.

A discussion then took place on arrangements to present the Roles for Parishioners to the parish. The following was agreed:

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|------------------|--|
| Sunday 5th June | Show the Sacramental Programme DVD to the parish |
| Sunday 19th June | Seek volunteers for roles in an address at the Masses. A flyer and a form would be made available

PPC Members will be available to answer questions after Mass. |
| Sunday 3rd July | Open session to be held in Parish Centre after 10:30 am Mass |

It was agreed that the 19 June addresses and supporting PPC members will follow the following rota:

Mass	Giving the address	Supporting PPC Members
Sat 7 pm	James	Margaret Fr Boniface
Sun 9 am	Chris	Deacon Mac Peter Fr Godric
Sun 10:30 am	Chris	Peter Fr Godric
Sun 4:30 pm	James	Deacon Mac

10. Date of next meeting

The next meeting will take place at 7 pm on Sunday 3rd July 2011 The meeting should finish at 8.30 pm.

11. Closing prayer

Fr Boniface led the closing prayer.