

## MINUTES OF THE PASTORAL COUNCIL MEETING

HELD ON MONDAY 2nd MARCH 2020

AT 7:00 pm in ST. ANNE'S PARISH CENTRE

**PLEASE NOTE – all required Actions are listed at the end of the Minutes.**

Present:

Paul Bakaki, Ann Barton (chair), Deacon Des Bill, Anne Corrin, Elaine Corrin, Will Daunt, Terry Graham, Margaret Johnson, Fr Boniface Moran, Susan O'Halloran, Irene Slack, Fr Godric Timney

Minutes Secretary: Brian Farrimond

**1. Opening Prayer:** Deacon Des.

**2. Apologies:**

Claire Reed, Jacqui Sellek

**3. Safeguarding:**

- the parish audit has been sent to LACE and been accepted
- safeguarding officers' names now appear on the bulletin
- investigation into safeguarding presence on the web site is ongoing

**4. Report from 21 January 2020 meeting:** accepted.

**5. Reports from Members:**

- A rota for **Stations of the Cross** has been sent out
- **Reflections on the Sunday Gospel** sessions have been organised and advertised in bulletin.
- **Old Testament** session has been organised for 23 March and will be advertised in the bulletin.
- **Prayer Group** are delaying their evening session for parishioners until around May, as there are several prayer opportunities in Lent.
- A second "**Church Pilgrimage**" has been postponed since Lent is already very busy.
- A very successful **Candlemas Service** was held. Thanks to the schools taking part and an article in the Catholic Pictorial to be arranged.
- New **Welcoming Card** to be published at Pentecost. A refresher day for welcomers is to be held.
- A successful supper for **Edge Hill Students** was held in the Priory on 1 March. A possible follow-up event within the University is to be explored.
- Engagement with the **Edge Hill University Chaplaincy** is to be explored. Advice from the expertise within the Archdiocese is to be sought.
- Guidance for the organisation of **baptisms, weddings and funerals** at St Anne's to be put on the web site.

- PPC now liaises with the **parish Finance Committee** and their discussions included maintenance and finance, car parking, and property management.
- Reorganisation of the **church narthex** is to be commenced.
- Next meeting of **Churches Together** to be attended.
- The first of the refresher sessions for **Readers** took place on Saturday 29th Feb. 11 people, including 2 newcomers, attended.

**6. PowerPoint presentation on “Engaging Volunteers”**

A PowerPoint presentation on Volunteering was shown and discussed in the context of recruiting a CAFOD representative and how the project to reorganise the narthex might work.

**7. Any other business:** notified at the meeting.

- 7.1 **Year of the Word** will be discussed at the next meeting.
- 7.2 The Archdiocesan **Environmental policy** in the parish and the home will be discussed at the next meeting.
- 7.3 The **minutes** and **agenda** of these meetings will be placed on the web site.
- 7.4 The **photograph** of the PPC members will be placed on the web site, in the Pastoral Centre and in the narthex.
- 7.5 An election for the **PPC vice-chair** will take place before the next meeting via email coordinated by Brian.
- 7.6 The PPC will lead on the **parish Annual Meeting**, planned for June.

**8. Next meeting**

- 9.1 **Monday 27th April 2020**, 7 pm in the Parish Centre Lounge.
- 9.2 Opening prayer – Jacqui.

**9. Closing prayer** - Fr Godric.

**Actions Required:**

<b>1</b>	<b>Coordinate update of web site item on Safeguarding</b>	<b>Terry</b>
<b>2</b>	<b>Bulletin notice about prayer at Holy Hours in Lent</b>	<b>Fr Godric</b>
<b>3</b>	<b>Thanks to the schools taking part in the Candlemas Service and an article in the Catholic Pictorial to be arranged.</b>	<b>Irene</b>
<b>4</b>	<b>A follow-up to 1<sup>st</sup> March supper for students at EHU to be explored.</b>	<b>Paul, Fr Godric</b>
<b>5</b>	<b>Engagement with Edge Hill University Chaplaincy to be explored</b>	<b>Fr Godric</b>
<b>6</b>	<b>Guidance for the organisation of baptisms, weddings and funerals at St Anne’s to be finalised for the web site.</b>	<b>Sue</b>
<b>7</b>	<b>Continued liaison with Finance Committee</b>	<b>Will</b>

8	Attend Churches Together meeting, 3rd March	<b>Margaret</b>
9	Continue work on the web site via Steve Dolan, in particular: <ul style="list-style-type: none"> <li>• setting up an email address for the PPC, similar to <a href="mailto:ppc@st-annes-ormskirk.or.uk">ppc@st-annes-ormskirk.or.uk</a>, web site security, photos of PPC members for the web site</li> </ul>	<b>Sue, Ann, Brian</b>
10	Lent - Prepare the parish for the Service of Reconciliation	<b>Frs Godric and Boniface</b>
11	Start process of recruitment of CAFOD representative, creating a job description.	<b>Sue</b>
12	Start consideration of the reorganisation of the church narthex	<b>Irene, Anne, Elaine</b>
13	Year of the Word and Environmental Policy to be on the agenda for next meeting.	<b>Ann, Sue, Brian</b>
14	Minutes, agenda and photo to be placed on the parish web site.	<b>Ann, Brian</b>
15	Election of PPC vice chair to be coordinated before next meeting	<b>Brian</b>