**SACRED HEART PARISH PASTORAL COUNCIL MEETING**

**8.00 – 9.30pm Thursday 5 January 2023 in the Parish Lounge**

**MINUTES**

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| 1. **Welcome**   **Present:**  Ruth Naylor (Chair), Eleanor Bowman (Youth Minister), Jude Mariadoss, Christopher Woodward (for the Finance Committee), Sr Dorothy Perrott, Maria Christopher, Teresa Engley, Julian Burling, David Hurst, Primavera Moretti (taking minutes), Canon John Clark, Fr Matthew Donnelly. Also in attendance were Jenny Cairns and Bella the Cat (from Memory Lane)  **Apologies for absence** were received from:  Anette Campbell-Black,  Siobhan Heffron,  Rachel Purvis  Fr Joseph Donkor  The opening prayer was led by Deacon Julian Burling |  |
| 1. **Minutes of 1 December meeting**   The chair asked to clarify who would put out the agreed box for past copies of The Tablet. **Julian agreed to provide a box containing past copies of The Tablet with an explanatory notice** and see how it goes for a month. If it fills up with other items, or there’s no interest, it will be removed. Note to be reviewed at the next meeting.  Chris has written to schools regarding cost-of-living points.  The minutes were approved with the addition of the notes from David. | JULIAN |
| 1. **Parish Groups**   The PPC aims to have a closer relationship with the Parish groups.  Jenny Cairns from the Memory Lane Club came to speak to us. See Appendix for notes provided to the meeting. Her update was circulated with the agenda. Jenny brought Bella the cat and explained how people in the early stages of dementia understand it’s a toy, but people in the late stages don’t realise it’s not real, but they still get comfort from stroking it, like a real cat. There are a range of diseases which come under the umbrella of dementia, and it often comes alongside other illnesses. Jenny explained the causes of the disease and how it manifests itself in a range of problems, not just memory loss. Most people come to the club with a relation (although some with paid-for carers). The aim is to help people to live well – both people with dementia, and their carers, who can feel excluded and isolated and benefit from sharing experiences with others in a similar situation. People feel safe and happy at the club. The aim is for them to feel they belong. No one is ever turned away. There is a general risk assessment but members always come with someone, so risks are low. Lots of volunteers mean that there are plenty of people for guests to interact with. They need more male volunteers; only 3 out of 22 volunteers are men, but over half of the guests are men and their world of carers, doctors, physios is very feminised, so they very much appreciate male company and particularly enjoy snooker. 2 more male volunteers may have come forward as a result of the recent recruitment drive. Sr Dorothy pointed out the sense of fun that prevails in the group. It is a form of evangelism; not all the volunteers are Catholic/Christian and not all the members are from the parish, but they belong to our community. There’s very little other local provision and people are referred to this group by the council and NHS. There is no charge as it’s the parish’s gift to the local community, although donations are invited, and Chris mentioned that it’s one of the few parish groups that makes a substantial contribution towards its own costs. The main challenge is leadership and succession – the volunteers are all over 65 and happy to give some time, but not take on the full responsibility of running the group. Jenny is looking at some possible alternative options of how to keep the group going, including support from the NHS or Merton Dementia Hub but this would take it away from being a purely voluntary parish-run group. Ruth thanked Jenny for her presentation. | Ruth Naylor |
| 1. **Updates from Canon John**   As of 1st January 2023, we have a new Dean, Fr Simon Peat. The role of the Dean is to support and develop activities within the deanery. Sadie Smith has been our representative to the deanery for some years. It was agreed we should wait and see how Fr Simon wants to run things before asking if Sadie would be prepared to continue. |  |
| 1. **Christmas Debrief**   Christmas Lunch  Fr Matthew and Theresa commented on the superb quality of the catering and the lovely atmosphere at the event. David, who coordinated the event, reported that there was a team of 18 volunteers setting up and 26 volunteers on the day catered for 75 eating, including 49 guests. All volunteers have been thanked and invited to Epiphany Party on Saturday 7 January. The Esteve family did the catering superbly. Fr Joe made an excellent Fr Christmas, assisted by elves. Musicians John, Annabel and James Marshall and Giles Kennedy performed and have been thanked in writing. Jan organised the drivers, the hidden volunteer activity of the event, which involved coordinating 11 drivers. Marian decorated the room, tree and tables. The Deputy Mayor of Merton, Agatha Akyigyina attended and has been thanked. There was a lot of perishable food left, so people took it home and it was taken to the nursing home. The non-perishables will be used at the Epiphany Party. **David is working on a handover hard copy file and memory stick in order to save huge amounts of planning time next year**. He emphasised the need to **advertise for a 2023 co-ordinator in September** as he won’t be doing it next year. **Ruth to add to meeting topic schedule for July.**  Travelling Nativity  This was the first year that every household filled in a page of the reflection journal (mostly written by the children). The simplicity of the children’s faith and their comments was moving, for example, the children being excited to ‘have Mary for a sleepover’ and talking to each other about it at school. Next year is a very short advent. There were people on a waiting list this year, so should have enough households involved to have two sets going round the parish next year.  Talks  Advent talks were well received. **Lent talks** have been requested.  Christmas liturgy  Busiest crib service in a good number of years; Eleanor had to buy extra emergency extra costumes! Parishioners have commented that it was very moving. | DAVID  RUTH/ALL  ELEANOR |
| Crib Collection  Ends on Sunday 8th January, raising funds for Care for Calais which cares for 240 refugees (including 84 children) in Colliers Wood. David was disappointed that the charity wasn’t good at communicating didn’t give us any information to hand out. The collection isn’t finished yet but when it is, **Chris will arrange to send cheque to them.**  Schools  Siobhan sent these comments before the meeting: “Pupils across KS2 made Christmas cards for parishioners. Thank you for allowing the children to be involved in this again, they very much enjoy it! Thank you to Eleanor for leading the Advent retreats for Y1-6. These were held at the SH school for KS1 and in the parish hall for KS2. Thank you to Canon John for the opening & closing prayer for the SH Carol Service in December and thank you Eleanor for helping on the evening.” | CHRIS |
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| 1. **PPC communications**   Ruth wished to discuss how we can be more visible in the parish.  David reported that the noticeboards are not up to date yet but should be ready in a week. Chris suggested an annual commissioning service for the members, which will not only increase visibility but might encourage new members. Jude suggested an open meeting once a year, with directed topics which would be a listening event for people’s views – Primi asked how this would differ from the Synod meetings. **Ruth will draft some copy for website that would be more invitational and add a web form for comments**. **A notice in the newsletter** of each PPC meeting would invite people to make comments/suggestions to be considered at the next meeting.  Paul is coming to February meeting to discuss the website.  There’s a generic email address for the PPC but we were not sure who has access to it or where it goes. It was thought that maybe Ann Waldron set it up and has access. Eleanor suggested that it should be an official .rcaos.org one. **Ruth to find out where the other one is advertised and check with Paul if he knows where that goes and have the redirected to herself in the first instance.**  Facebook page is active and both Ruth and Eleanor have access to it.  David suggested an open day for all the groups on the Feast of the Sacred Heart, to wish new parishioners in particular would be invited.  Alision Lobo mentioned to Eleanor that there’s a Facebook page called People of New York which has snippets about random people. Could we do something like this about all the different groups, including the PPC?  Group photo to be done in a meeting. John Stone and both the Lobo sisters are good photographers who won’t charge. We’ve already got some head shots on the PPC page. **Any new members should provide their own to Ruth**. **Ruth to get John’s contact details from Chris** **and arrange group photo.**  We discussed the PDF / PPT which Ruth sent round before the meeting outlining the mission and purpose of the PPC and agreed it was useful. There was a discussion about the use of ‘community’ – does it refer to the parish community or the wider community. It was agreed to leave it ambiguous – where it really means parish, it does say this. Chris called it a “A brilliant summary” and Sr Dorothy praised its succinctness. **Ruth will load this onto the PPC page and the mission statement page to replace what’s there.**  It was pointed out that we should thank Ann for time as chair. **Ruth will send her a formal thank you, wishing her well.** | RUTH  RUTH  NEW MEMBERS/Anyone who doesn’t already have a headshot on the website  RUTH  RUTH  RUTH |
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| 1. **Parish charitable initiatives**   **Merton Citizens**  David reported that the November 2022 newsletter is available for achievements on four key issues being addressed. There will be a meeting with chief executive, Hannah Doody on Tue 26 Jan. Eleanor believes the launch of ‘Be Well Hubs’ at Wimbledon library is the last weekend of January. We’re hoping to launch our own one by Easter. We’re waiting for a date for the deputy Labour leader and member for Civic Pride, Ellie Springer, to discuss ‘Borough of Sanctuary’ and ‘Lift the Ban’ coalition. David asked for support with representation to the Merton Citizens meetings.  **Merton Winter Night Shelter**  David provided this report:   1. over £50k raised from 10 venues, including £500 from SHP 2. started Monday 5 December nightly to Sunday 12 March 2023 in two blocks of 7 venues. We start in w/b 23rd January. 3. currently 10 male guests with 1 lady pending 4. from 8.00pm to 8.30am in the lower hall on Thursdays 26 Jan, 2, 9, 16, 23 Feb, 2, 9 Mar 2023 5. Remedial work on lower hall water damage is in progress. Eleanor has been told she can use the hall on Sundays, so it’s presumed this is now rectified. 6. we have 22 volunteers; next training for those not already attended) time, date and venue TBC 7. volunteers invited to sign up for THREE shifts including catering and TWO sleeping overnight 8. NB volunteers are requested each Friday from 27 Jan to 10 Mar at St John the Baptist and each Saturday 28 Jan to 11 Mar at Seventh Day Adventist Church   **Defibrillator**   1. defibrillator confirmed from the Benenden Trust 2. **David will follow up his request for installation, training and maintenance details and costs from Bridget Hanley.**   **Ukrainian Families**  Fr Matthew reported that the girl aged 10 is integrating into the school. The mother is making friends through the school. Neighbours have been welcoming and they seem well settled. There are another 2 families being hosted by 2 couples in the parish. **David will make to contact through Alain to get a report.** Chris mentioned that finances could start to become an issue and we might need to fundraise more. The hope was that the mother would be able to raise her own income and would be self-sustaining, but it’s not proved as easy as hoped.  **Church renovation fundraising**  Julian reported that we’re still waiting for conveyancing to take place. And will have to redraft the invitations for the surveying as the next quinquennial is due. **Chris will chase Diocese to see how the paperwork is progressing.** Julian noted that the concert last June raised £1,000 but we can’t systematically ask for any more money until the conveyancing is sorted out and we can legally spend the money on the building. | DAVID  DAVID  CHRIS |
| 1. **AOB**   Eleanor noted that confirmation preparation for 70 candidates starts next week. There were 139 children who received their First Holy Communion last term.  **Circulation in Church**  Primi mentioned that a tendency has developed for people from the side aisles to cut across the pews to reach the centre aisle, stepping over people’s possessions and pushing into the queue. This is undignified, impolite and spoils the contemplative atmosphere of communion. All agreed they need a reminder to circulate correctly down the side aisles and up the middle. We should start with the priests making announcements before communion and hope that this works, if not, we’ll need to consider re-introducing marshals, which we’d rather avoid. **Eleanor and Sr Dorothy will work on a script for the priests to read out just before communion and an occasional item in newsletter**  Councillor Susie Hicks sent an invite for a representative from SHP to attend the Safer Neighbourhood Panel meeting on 19th January to Thelma and to Louise Cooper. **David will go if he’s available. Ruth to forward details to David.**  David commented on the successful Songbirds concert and asked that the PPC thank Katie for her outstanding work. The group includes people from outside the parish. **Eleanor will send details to Ruth so Ruth can send a thank you.** | ELEANOR/ SR DOROTHY  RUTH/DAVID  ELEANOR/RUTH |
| 1. **Date of next meeting**   Thursday 2nd February at 8pm | All |
| The meeting closed with the Lord’s Prayer |  |

**APPENDIX**

**Memory Lane Club – Update for PPC**

**Who is it for?**

Memory Lane Club is a friendly lively social Drop-in for those in the local community who have been diagnosed with dementia AND their carers.

Dementia is a terminal illness. It is an umbrella term used to describe a wide range of symptoms eg, memory loss, behavioural changes, caused by brain diseases. The most well-known cause is Alzheimer’s disease.

**Aims?**

1. For those with dementia – to offer varying dementia-friendly activities providing stimulus, engagement, entertainment and fun.
2. For carers - to offset some of the loneliness and isolation they experience by providing relaxed social interaction, fun and mutual support.

We recognise that the support we offer is only appropriate for those in the early and mid-stages of dementia.

**When and where?**

50 weeks of the year - every Wednesday morning from 10.30am to 12.30pm in the Parish Lounge

**What happens?**

Chat, music, bingo, snooker, refreshments as well as various other games and activities which change weekly - all in an informal and welcoming atmosphere.  Special activities earmarked for January and February include Musical Mobility, Beetle Drive, Show & Tell, Tai Chi with Paul, Craft & Chat, Indoor Sports.

**How many people come?**

Attendance each week averages between 11 to 15 people with dementia - plus their carers. Referrals come from the Dr Shah, Consultant Psychiatrist Merton Memory Clinic, local GPs, the Kingston Dementia Nurse and via word of mouth. MLC publicity is a regular feature of the parish newsletter.

**When did it start and who runs it?**

The Club opened in March 2015 and has run continuously since then other than when it closed because of the pandemic. Interestingly we found that, once we resumed operation after the pandemic, numbers of attendees quickly returned to pre-pandemic figures.

The Club is run entirely by volunteers and relies on donations to fund its activities. Currently there are 22 volunteers. All have received Disclosure & Barring Service clearance. On average about 10 – 15 volunteers attend each week which enables us to maintain an effective ratio of attendee: volunteer.

**Any challenges?**

Yes, sustainability is the key challenge. Organising the club is time-consuming and succession planning in this context is difficult since all the volunteers are in the 65+ and over age range. They readily give their time and effort to assist with the day-to-day running of the club but understandably, for a variety of reasons, do not wish to take on or commit to leadership roles.

Jenny Cairns, January 2023