

Sacred Heart PPC Meeting
8.00pm Thursday 1 October 2020 via Zoom
Minutes

Present

Canon John
Anne Waldron, chair
David Hurst, secretary
Maria Christopher
Clare Hobart
Ruth Naylor
Siobhan Heffron
Sarah Tobin
Deacon Julian Burling
Sr Dorothy
Fr Dennis
Fr Joe (part of meeting)
Chris Woodward, finance committee
Eleanor Bowman, youth minister
Kelly Hockey, adult faith formation

Apologies

Julian Burling
Sr Francis

1.0 Confirmation of new member of the PPC

Anne welcomed Maria Christopher as a new member and confirmed her appointment with immediate effect. Maria is well known in the Parish and has been involved in many activities including at Diocesan level. We are delighted she has joined us.

2.0 Minutes of meeting of 3 September 2020

- Anne invited any amendments to the September minutes, to be submitted by 8 October
- The minutes will then be published on the website and the church notice board
- *Minutes published on the website on 16th October*

3.0 Current activities and priorities; managing through Covid

(NB all subject to update following new lockdown for England announced on 31 October)

Canon John reported that there continued to be a great deal of work to do, not least in keeping up with the changing rules around management of Covid 19. Another new document on Covid related restrictions had just been published by the Diocese. The PPC noted the importance of Parish compliance with the Covid restrictions.

Sacramental programmes and weddings:

- **Baptisms:** Thelma had worked hard to contact families with children for baptism. Baptisms (max 6 people) were continuing and were now booked through to the end of November
- **First Holy Communions** were underway, and taking place at the weekday 6.30pm Masses. These Masses had attracted quite a few parishioners. Eleanor, Kelly and Guido had been instrumental in enabling the FHCs to take place
- **Weddings:** Thelma had also contacted all couples booked in for weddings. Weddings were continuing, now with up to 15 people permitted to attend; a number of couples had postponed their weddings to next year

Sick and vulnerable parishioners:

- A new document on the Pastoral care of the sick and housebound has been published. Eucharistic Ministers are now permitted to return to their previous functions in attending parishioners at home; has been announced in News & Views.
- The Parish has run a volunteer services though few have taken this up, probably because there are a quite a number of 'competing' services locally e.g. the Dons Action Group. The Priests and Deacon Julian have continued to telephone parishioners to offer support; and the Presbytery may be contacted for prayer requests for the sick which will be published in News & Views.
- The new parishioner registration from invites parishioners to make known any needs.

Stewarding of Masses, private prayer and other events:

- A request for more stewards will appear in News & Views and in Mass notices; a number of new stewards have already come forward (*as at 31 October c20 new volunteer stewards*)
- Parishioners are not always observing social distancing at Holy Communion and on leaving church after Mass. Agreed the focus now needs to be on stewards acting as marshalls. Eleanor and Anne will follow up with Alison to figure out a plan which could be trialled the weekend of 3/4 October and then communicated and implemented from the weekend of 10/11 October. *Canon John, Alison Lobo and Anne met on 6 October to work out a new arrangement*
- Noted that keeping the Church doors open during the colder weather as required under Covid rules will make the church cold, even with the under floor heating on

Re-opening parish halls

- Updated Risk Assessment (RA) has been submitted to the Diocese for approval (*now approved and available on the website*)
- Sarah will issue guidelines for the safe use of the 3 halls by parish groups (*guidelines for Lounge and Lower Hall now available and on the website*)
- Some groups are happy to use the halls again e.g. uniformed groups; others less keen especially if the groups include the elderly. Clare suggested holding November PPC meeting in person to encourage others **TBC** (*new lockdown will mean we can't now meet in person during November*)
- Online options for holding meetings could be encouraged – already being used by some groups

4.0 Planning for Christmas 2020

- To be discussed at the November PPC meeting
- Sadie Smith and Louise Cooper have met to discuss possible options for an alternative to the traditional Christmas dinner

5.0 Parish renewal: a focus on communication

- At Canon John's suggestion the PPC had begun a piece of work on Parish renewal and priorities for the future. A small group (Anne, Ruth, Clare and David) had met on 11 August to identify topics, and a further discussion had taken place on 14 September with a wider group of the PPC to gather ideas and perspectives. Anne will write up a paper to summarise the various strands of our thinking; and we will also draw on the Diocesan Development Plan (currently in draft format) for catechesis, evangelisation and formation.
- A wide range of topics had been identified and many ideas shared. One recurrent them was communication and how we could improve and develop our communication in the Parish – both in terms of 'broadcasting' information and in terms of broader engagement. Anne suggested that we make a start with this topic. There were potentially many areas to address – the website, newsletters, and other communication channels. One area we needed to do better at was social media and Anne had asked Ruth to develop a social media strategy and recommendations.

- Ruth delivered a presentation on social media for the Parish – why, how and what. Social media was now a mainstream mode of communicating and engaging with people, and used extensively across society by individuals of all age groups, businesses and other organisations. There were significant opportunities for us to engage with the demographic that used social media regularly and in preference to e.g. email communication; and also to evangelise within and beyond our Parish community. Her presentation covered the following:
 - examples of how we might use social media – e.g. to communicate essential information (like Mass times); to make connections with the wider Church and community (e.g. Papal announcements); to inspire people about the work of the Parish and the Christian faith (e.g. news of the Environment Group’s work); to engage and interact with parishioners in a conversational style (e.g. to get feedback on new ideas or to encourage volunteering).
 - examples of different social media channels and how we might use them, focusing on Facebook and Twitter. She recommended that we start with Facebook (both the existing Parish FB group and a new Parish FB page to mirror the website), Twitter and Instagram. These would all be Parish accounts rather than individual Priests or parishioners communicating under their own names
 - recommendations – that we run a trial project using social media over a period of 4-6 weeks, preferably in the period before Christmas, and then evaluate. The pilot project would involve a small team contributing ideas for regular communication by social media, and Ruth then curating that content and overseeing regular updates
 - we would also establish clear guidelines and protocols for the efficient and safe use of social media (using any existing Diocesan guidelines and drawing also on other useful sources e.g. from the Church of England)
- All were very supportive of the recommendations presented. Ruth will run the pilot project and as a first step will invite a small group to contribute ideas for a 4-6 week programme of managed social media content.

6.0 AOB including any feedback from parishioners

- David has taken Night Shelter clothing from the garage to Trinity Church for local refugees
- The coordinator, Siobhan Hurley, will let us know of the funding and other refugee needs where we may be able to help

7.0 Dates of next meetings

- Next meetings: 8.00pm on Thursday November 5 then December 3
- Format by Zoom or live, to be confirmed (*given new restrictions announced on 31 October meetings will continue to be by Zoom*)