

## SACRED HEART PARISH PASTORAL COUNCIL MEETING

Thursday 1<sup>st</sup> JUNE 2023 in the Parish Lounge

<p><b>1. Welcome</b></p> <p>The meeting opened in prayer at 8.05pm.</p> <p>Present were: Ruth Naylor (Chair), Eleanor Bowman (Youth Minister), Rachel Purvis, Jude Mariadoss, Christopher Woodward (for the Finance Committee), Sr Dorothy Perrott, Maria Christopher, Teresa Engley, Julian Burling, David Hurst, Primavera Moretti (taking minutes), Fr Joseph Donkor, Max Toone (observing) and Milan Surendra (observing).</p> <p>Apologies were received from Siobhan Heffron and Annette Campbell-Black.</p>	
<p><b>2. Minutes of 4<sup>th</sup> May meeting</b></p> <p>Status on actions which were not going to be picked up in agenda items</p> <ul style="list-style-type: none"><li>● Inviting Rachel Marshall (<u>Action: Ruth will invite her to a PPC meeting in the future</u>). Still to action.</li><li>● Checking with Finance Committee about putting in a proper double or triple compost bin behind the shrubbery and adding more shrubs to provide foliage for flower arrangements (re cost of planting and maintenance) (<u>Action: Chris</u>). Still to action.</li><li>● Environmental Group: (Action: Ruth to discuss with Eleanor what's happening in schools and whether this is something the young people could pick up). Eleanor explained that she ran the group when Sarah Tobin stepped down, but it was too much for her to do it to the same level. Eleanor publicises initiatives from CAFOD when they send resources, but no one has taken the group on, so it's effectively been dormant for a year and a half now. This should be discussed when we revisit the vision/mission of the parish. Volunteering is an issue. Can we tap into DofE as lots of kids struggle to find volunteering, especially for Bronze as they're often as young as 14 and not many organisations take volunteers that young. Eleanor said she has quite a few DofE volunteers and some stay even after they've completed their DofE hours. Sr Dorothy also mentioned that Fr Joe had thanked the three servers at the noon mass last Sunday who had managed on their own without Rehana and Paul. <u>Action: Primi to put on agenda for next time.</u></li><li>● David is updating the lobby notice board. He was encouraged to put up any new information asap. <u>Action: David</u></li><li>● <u>Paul</u> Davis contacting Catholic Clocks re: out-of-date information. Ruth has managed to edit Catholic Clocks herself. It seems that</li></ul>	<p>RUTH</p> <p>CHRIS</p> <p>PRIMI</p> <p>DAVID</p> <p>RUTH</p>

<p>there's still a 7.30am mass showing on Catholic Clocks, the "Catholic Mass" app is out of date. The photos on the website are also out of date, but we will wait for new parish priest before doing updates.</p> <p><u>Action: Ruth</u></p> <ul style="list-style-type: none"> <li>● Plan of site boundaries for Diocese (Chris) <u>Action: Chris continuing to liaise.</u></li> <li>● PPC commissioning mass is now postponed until we've spoken to the new priest. Action: Ruth, Fr Joe</li> </ul> <p>The minutes of the last meeting were accepted as a true record and signed by the chair. They will be uploaded to the website shortly.</p>	<p>CHRIS</p>
<p><b>3. Updates from the clergy</b></p> <p><b>Supply priests</b></p> <p>Fr Joe offered his thanks to the PPC for our 'massive support'. He also thanked Chris and the finance committee for the way they have structured things for the priests in the house regarding budgets. Fr Joe has applied for a supply priest. We have found someone suitable, coming from Spain as soon as he can arrange a Visa, so it's unlikely he'll be here until end of June. He will stay until end of August. We will need to pay him.</p> <p><b>Handover to new parish priest.</b></p> <p>On 22<sup>nd</sup> May when Fr Joe took Canon John to the airport the first thing he did on behalf of the parish when he returned was to convey his congratulations to the new parish priest, Fr David Gibbons. Fr David spent 2 hours here yesterday (31<sup>st</sup> May 2023) looking round the premises and having lunch with the team. He's going to write to us regarding arranging the accommodation to his requirements. Canon John has donated his furniture. Thelma will liaise with Chris to clear Canon John's library and David is clearing out the garage for Fr David's car. Fr David wants to move his stuff her from mid-July onwards, so the sooner we get things ready, the better. We will have a 'garage sale' in the Lower Hall 1<sup>st</sup>/2<sup>nd</sup> July to enable parishioners to take items which are of interest to them, in exchange for a donation. We will need volunteers to clear out the stuff and take it to the Lower Hall and people there to keep an eye on the money. The rest will be disposed of in other ways (such as charity shops/the dump). <u>Action: Ruth to check booking of hall and then draft something for newsletter.</u></p> <p>Fr David will start officially on 1<sup>st</sup> September – but exactly how this works depends on the priest that's taking over from him in Sevenoaks.</p> <p><b>Sacramental Programme</b> (update offered by Eleanor)</p> <p>This year has been difficult because the first holy communion cohort was bigger than we could manage . We're getting a lot of people coming here because they're not challenged about whether they 'belong' in this parish.</p>	<p>FR JOE</p> <p>RUTH</p>

<p>From September it's going to be done differently: there will be criteria for admission which have been developed with the Diocese and with conversations with the catechists. Numbers will be limited to 100. First preference will be given to people regularly attending this parish. Then people at Donhead, Ursuline Prep and Sacred Heart. Then anyone else living within the parish boundary. It should be noted that first communion is an important step to coming back to mass. We're moving towards the Diocesan vision for family catechesis. This is the structure that Fr David's parish already use so should be easy to implement. It involves 6-7 meetings just for parents who are given a resource pack. They follow it at home with their child. Every half term the whole family comes together for community days involving 1.5-hour sessions doing hands-on activities and social times which follow on from what they should have been doing at home. Catechists can tell if they've been doing what they're supposed to have been at home and offer follow-up extra support where it looks like the child isn't getting the input they should. There's a special group for special needs families, done on a one-to-one basis, specifically tailored for them. Registering in July so can use summer hols to get ready for the large numbers that will sign up. Will be publicised next week, bearing in mind that some private schools finish really early for the summer compared to state schools.</p> <p>Confirmation will still be done on a family-led basis. Doesn't start until January so not yet confirmed in detail but will follow a similar structure.</p> <p>PPC offered Eleanor thanks and congratulations for the good work she has done this year.</p>	
<p><b>4. Sacred Heart Feast Day – 16<sup>th</sup> June</b></p> <p>It was agreed that there is too little time now to organise a good feast for the Sacred Heart on 16<sup>th</sup> June. Sr Dorothy suggested having a plan/calendar of events that bring the parish together, organised well in advance which. Each event would be run by different volunteers so doesn't always fall to the same people. The events would be advertised well in advance online, so the list wasn't just in people's heads or the collective memory. All events involving the wider community such as pantomimes and musicals would be on it. Do we need an 'events manager' who would keep a diary up to date? This would be signposting <u>official</u> parish events (vs stuff that's going on in the hall) if you publicised everything it would be confusing, with too much choice and it would be hard to spot the important whole-community events. It would be really good if the group leaders would populate their calendars on the website, but many don't feel confident to update the website. The training was a long time ago now. Fr David's induction will be the next big event.</p> <p><u>Action: David volunteered to set up a calendar / diary if this is what is required</u></p>	<p>DAVID</p>

<p><b>5. Safeguarding</b></p> <p>We don't currently have a safeguarding lead, so it falls to Fr Joe at the moment. Ruth has spoken to Jenny Cairns, who used to be the coordinator. She will be very supportive of anyone new coming in. Fr Joe has reached out to someone who is considering it. Over the years we've always had more than one person, so we need more volunteers but it's not the kind of role you advertise. We can still process DBS checks through Amy. Jude asked if there was a Roles and Responsibility document as it would be useful to have this to be able to pass round. Eleanor said it should be on CSSA website. <u>Action: Ruth will find it and circulate it and put a carefully worded ad in the parish newsletter. Fr Joe to follow up with the individual he approached.</u></p>	<p>RUTH</p>
<p><b>6. Parish Community initiatives</b></p> <p>David is looking for people to support – Tue 13<sup>th</sup> June 8pm upper hall. David talking to the residents' association about what we do in the community.</p> <p><b>Merton Citizens</b>  31 May hosted council housing officer training with users from Wimbledon YMCA followed by celebration of Merton Citizens' achievements at Morden Civic Centre; 5 June 'Be Well Hubs' celebration at Trinity URC, Mansell Road. On 13 June David will be presenting parish community work, including Merton Citizens, in the lounge to Edge Hill Area Residents' Association. Max is inviting young adult Catholics (YAC) living at 9 Edge Hill. Future events: 20 June National Refugee Week celebration, music and stories on the theme of compassion; 4-5 July Community Organising training; London Mayoral Elections May 2024 17 Oct manifesto workshop to agree shortlist of 'asks' to put to mayoral candidates; 5 Dec national delegates' assembly to confirm 'asks'; 24 Apr 2024 London Accountability Assembly – 6k attended 2016 event at the Copper Box! The co-ordinator, Vitoria Russo-Gaino, would like to meet interested PPC members. Ruth suggested she come to Continental Breakfast which could be announced in the newsletter. <u>Action: David</u></p> <p><b>Defibrillator</b>  How do we insure it and make sure it doesn't get stolen? St John Fisher have theirs directly under the porch directly by the door – they have a locked one with a number you dial, and you're given the code to unlock it and they talk you through what to do. And there's still the question of training – who to train, and how. David spoke to people at Motspur Park but didn't get through to the right person. We could talk to the St John's Ambulance centre on Kingston Road. <u>Action: Teresa and David</u></p> <p><b>Hillside Ward Safer Neighbourhood Panel (SNP)</b>  Sept 2023 enquiry re SHP hosting the first Hillside Ward Safer Neighbourhood Panel AGM. <u>Action: David to find out if there is a budget to hire a hall.</u></p>	<p>DAVID</p> <p>TERESA, DAVID</p> <p>DAVID</p>

<p><b>Ukrainian family</b>          Their tenancy ends 7<sup>th</sup> August; the parents are going back to Ukraine, but the mum and daughter are staying. The mother is still looking for employment to cover the costs of the rental. She's in IT. She's working remotely in her old IT job in Ukraine, but it doesn't pay enough by UK standards. The daughter is starting in year 7 in Ursuline in September.</p>	
<p><b>7. AOB</b></p> <p><b>Parish evangelisation plan/Some Definite Service next steps</b>          Eleanor explained that Bromley Parish has done a pilot plan; they chose one of the areas and the Diocesan Team came into the parish and helped them come up with a plan with actions. Their main action was to form cell groups. We can get in touch with Mark at the Diocese and could be up for being one of the next pilot parishes to do a parish plan. It is the archbishop's hope that, in time, every parish in the Diocese will have some kind of plan. The wider conversation should probably be saved until Fr David arrives and we can get all four of the reps involved. We're hosting an event for the parish priests titled <i>Called To Bear Fruit</i> about how priests can implement <i>Some Definite Service</i> is being hosted here. After this Fr Joe might be able to explain a bit more to us. Each parish should have a mentor under each of the headings.</p> <p><b>Coffee after mass</b>          Sean Jones will be restarting coffee after family (10am) mass on the weeks there's no continental breakfast. We could occasionally have a 'meet the PPC' there If anyone wants to do after the 8 or the 12, they can! Max knows someone who's interested in doing coffee after the 12. Baptism classes start in the lounge at 2pm but the coffee people should be done by then (i.e. it can only be for about half an hour).</p> <p><b>Social Club</b>          Meets after 8pm mass on Sunday for a drink in the lounge. Sr Patricia wants help relaunching it.</p> <p><b>Tea/coffee for PPC</b>          Primi asked if anyone else was willing to arrive early to do the teas and coffees as she has her hands full getting ready to take the minutes. Rachel and Maria offered to help next month. <u>Action: Rachel and Maria</u></p> <p>Exhibition proposed by the Communion and Liberation Group          Giovanni and Andrea have asked whether they can do an exhibition on Padre Luigi Giussani and shared examples of similar exhibition with Ruth. They could leave it out e.g. in Lower Hall / Lounge during June and man the exhibition and offer refreshments. We suggested 17<sup>th</sup>/18<sup>th</sup> June. It could be</p>	<p>RACHEL, MARIA</p>

<p>tied into the Sacred Heart Feast if they choose, or the weekend after if that doesn't work for them. <u>Action: Ruth to suggest it to them and make sure they check with Thelma about availability of rooms.</u></p> <p><b>Eucharistic Ministers</b>  Chris reported that he'd had a query through website from the sister of a lonely elderly person who will now be visited through SVP. She had been told that there's a waiting list for taking communion to the housebound. Teresa confirmed that there's a bit of a shortage of Eucharistic ministers and explained that it is also because the person doing the rota only assigns two visits per person so that it doesn't take up too much of their time. Sr Dorothy explained that quite a lot of the old ministers don't feel able to do it anymore. Visitors need to be DBS checked, properly trained, inducted etc. Primi, who was a minister elsewhere in the past, has volunteered to be put forward but explained that she hadn't done this before as she feels it's a special ministry and many people wouldn't feel it was their place to suggest they would be suitable for it. Milan pointed out that there can sometimes be panics around numbers of ministers for mass. Some people are happy to do at mass, but fewer are happy to do home visiting. <u>Action: to be revisited in the context of a conversation round volunteering. Primi to add to the agenda programme.</u></p> <p>11<sup>th</sup> June is the Feast of Corpus Christi when traditionally we do the renewal of the commissioning of ministers. At 10am there's a 1<sup>st</sup> Holy Communion mass which is already going to be very long. The commissioning is only two minutes, so it could be added to the end of the bidding prayers and the bidding prayers shortened. The Commissioning happens at all of the masses, so ministers don't have to go to the 10am mass. <u>Action: Sr Dorothy and Eleanor.</u></p> <p><b>PPC Membership</b>  Ruth thanked Max and Milan for joining and observing. <u>Action: Max and Milan to consider whether they'd like to join the PPC permanently.</u></p> <p><b>Communion under both kinds</b>  Jude asked when we will go back to communion under both kinds? Fr Joe replied that he got a letter from CBCEW about this recently which left the decision is left to the discretion of the priest. Fr Joe explained that we will continue just under one kind for the moment for health and safety reasons. Eleanor reminded everyone that we didn't even offer communion under both kinds before Covid; it only happened at certain masses.</p>	<p>RUTH</p> <p>PRIMI</p> <p>SR DOROTHY, ELEANOR</p> <p>MAX, MILAN</p>
<p><b>8. Date of Next Meeting</b></p> <p>Thursday 6<sup>th</sup> July 2023 at 8pm in Parish Lounge.  Fr Joe sends his apologies.  Rachel and Maria will help with tea/coffee before the meeting.</p>	

Note: there will be no August meeting.	
<b>9. CLOSING PRAYER</b> Rachel read a prayer and Deacon Julian offered a blessing. The meeting closed at 9.40pm.	