**St Aidan’s Parish Pastoral Council**

**Minutes of Meeting held 5th June 2017 in the Presbytery.**

**1. Present**: John Hannacher (JH, Chair), Fr Ken (KP), Dcn John (JC), Sue Finch (SF), Brian Gallagher (BG), Berni Hassim (BH), Deirdre Lay (DL), Louise Moss (LM), Anne Parsons (AP), Clare Reed (CR), Virginia Wedgwood (VW).

**Apologies**: Shirley Abarca (SA), Vince Smith (VS).

**2. Prayer and welcome**: JH welcomed all and the meeting commenced with a prayer from Fr. Ken.

**3. Minutes**: Minutes of the last meeting 27th March 2017 were approved.

**4. Ministry reports and discussion as necessary**:

**4.1 Finance**. Report from SF:

SF showed a draft copy of the Financial Statement for the forthcoming AGM.

1. At the end of the financial year, the Parish Accounts showed a balance of around £54,000. This is a reasonable healthy balance and there is money available to spend if projects require it.

2. The social and cultural group maintain their own cash float, and with the exception of large events such as the May Fayre, money from their events does not go through the Parish accounts. A recent finance meeting had raised a concern that the Parish may be vulnerable from an insurance standpoint, i.e. following illness after a Parish Lunch, or theft of items bought by the group, as their activities are ‘invisible’ to the Diocese.

However, it was noted that the extra burden of maintaining formal accounts would be disproportionate to the small amounts of money concerned and would probably lead to the death of events such as Parish Lunch. Action: Finance Committee to discuss at their next meeting.

3. There was concern from the Finance Committee that rent, generated from the Parish Hall and car park, may make the Parish liable to pay Business Rate Tax. Action: Finance Committee to confirm with the Finance Office in Northampton.

**4.2 Liturgy.** Report from JC.

JC shared the minutes from the most recent Liturgy group meeting, and drew attention to the following:

1. The Liturgy group had reviewed the Lent, Holy Week and Easter services with feedback being mostly positive.

2. There will be a Corpus Christi procession at St Aidan’s on 18th June, led by our First Holy Communion children. This procession is open to the whole Pastoral Area, and a note for the other churches newsletters has been circulated.

3. The liturgy group would like St Aidan’s to be able to ‘live stream’ our Masses to the housebound. This will require upgrading to BT infinity, adding internet in the church and purchase of a video camera and other equipment. DL offered to set up a working party and speak to Graham Wood about what would be required, and costs. Action: DL to arrange a meeting with Graham.

**4.3 Formation.** Report from BG and JC

1. The latest Baptism Preparation course has just finished, and JC is now stepping down as co-ordinator. Suzette Harris has kindly agreed to take over.

2. The First Holy Communion Mass was celebrated on Saturday 20th May, and all extend their thanks to the choir at Our Lady’s School and the catechists who worked so hard to make it such an uplifting service.

3. The Confirmation programme was a joint Pastoral Area effort, which concluded with 2 Masses at St Joseph’s on 21st May. The church was packed and St Joseph’s were very welcoming hosts.

The course followed was ‘Together in Christ’, and there will be a meeting with the catechists next week to discuss and review. Attendance from the young people was generally good, and there was a positive attitude in the sessions. The course is long, but it was felt this was a positive as it allowed a longer audience with the candidates. Running parallel sessions with St Joseph’s worked well, as it meant less missed sessions. It was felt that next year the Confirmation Mass should be in a different Parish to St Joseph’s – important for the Pastoral Area for every Parish to be involved.

4. JC has now stepped down as Pastoral Area co-ordinator for marriage preparation. Samantha Canning is going to take over this role.

**4.4 Social and Cultural.** Report from DL

1. Parish Lunches are currently continuing, but more people are required for the rota.

2. The St Patrick’s Social was well supported and money raised through a raffle was donated to the CAFOD appeal.

3. Coffee after Mass continues to do well, the money raised is donated to De Paul.

4. Despite the weather, the May Fayre raised an excellent £7,300, which will be split between the Parish, the Hospice of St Francis, and the CCCC. Donations totalled £3501.89, and expenses were down on previous years which helped the final total. Although 22 people expressed an interest in helping with preparations, there were very few new faces helping out over the weekend

JH proposed a vote of thanks to DL and her husband Jon, without whom the Fayre would not have happened.

5. There is a desperate need for more adults to take responsibility for the AV system. Other than DL, there are currently only 4 adults on the rota, none of whom are available very often. DL has been on the AV system for both Saturday and Sunday Mass for the last 2 weeks due to unavailability of others.

It was suggested that anyone who is on more than one rota should see the AV system as the priority – it is easier to stand down from reading or EM duty and find cover to help out on the AV. It was also suggested that if no-one is available then the AV system should remain off for that Mass – this would send a very powerful message to the parishioners that help is required! KP asked each member of the PPC to identify and speak personally to 3 people during Mass, asking if they would help.

**4.5 Maintenance.** Report from VW.

1. Window and gutter cleaning – quotes have been received and work will be booked in soon. DL requested that cleaning the glass in the gallery is added to this job, as the cleaner is unable to reach.

2. Outside lights – the new tall ones are great and easily seen by cars. It was agreed to leave the smaller ones on the Parish Hall side.

3. Acoustics – This issue is still outstanding. Ann Masat has agreed to help, and tests will be commencing soon.

**4.7 Ecumenical.** Report from CR

1. The AGM for the CCCC is on 4th July at the Amersham Free Church, and all are welcome. Action: LM to publicise in newsletter.

2. There is a ‘New Neighbours’ scheme which delivers a welcome pack to all new residents of the area. Including our Parish Leaflet in this would cost £40 +VAT. CR to check whether other churches are participating as we shouldn’t be the only church not represented.

**4.8 Youth.** Report from BH

1. There was a COMPASS advisory meeting on 4th April, and a survey has been sent out to all families who attended to seek their views on the future. The next meeting will be at the end of June. It was thought that if the parents were willing to get involved then the group would probably re-start, but at a much lower frequency than weekly.

KP asked if the parishes of the Pastoral Area could employ a youth worker between them to co-ordinate COMPASS and other youth events?

**4.9 Pastoral Area Council.** Report from JC.

JC shared the most recent minutes from the PAC meeting held on 9th May 2017, and drew attention to the following:

1. The School House at Our Lady’s – This is owned by the nuns and rented by the diocese. It is in dire need of repair. The Chair of Governors of Our Lady’s School will speak to the PAC to help progress the matter.

2. Proposed changed to the Pastoral Area – After the previous PAC meeting a letter was prepared and sent to Bishop Peter expressing the thoughts of the PAC on the proposed changes. There has been no feedback or decision from the Bishop so far. There will be a meeting between Bishop Peter and the clergy on 19th June so there will hopefully be more information then.

The Parish Council expressed their thanks to JC for all he has done for the Parish, in his last PPC meeting before retirement.

**5. AOB**

1. Projector in the Hall.

It would be very useful to have a projector or large screen in the Hall, for our own meetings, and also for external groups who hire the Hall, i.e. CAFOD. This item is outstanding from the last meeting, and VS has agreed to investigate costs.

2. Justice and Peace Group.

The Parish has set up a Justice and Peace group, which includes but is not limited to the CAFOD group established several months earlier. JC drew attention to the list of CAFOD events which will be happening over the next few months, in particular, 2 meetings which will be held in the Parish Hall here at St Aidan’s:

Unveiling CAFOD, Tuesday 27th June, 7.30pm – 9.30pm.

Harvest Supporters Day, Saturday 23rd September, 10.00am – 1.30pm followed by a shared lunch.

3. Celebration Lunch 25th June.

There are 203 people on the list so far. The list will have to close this weekend (11th June) so that final arrangements can be made (catering, marquee hire etc.). Action LM to put a note in the newsletter. There are very few children attending, so there will be no need for entertainment – a craft table in the corner should suffice. The team need a few people to volunteer as wine waiters, and are hoping some of the youth will be available to serve canapes before the meal. DL asked JC to speak to Mary and decide whether they would like a raffle on the day, with the proceeds to HCPT. Action: JC to let DL know their decision.

4. AGM – Sunday 2nd July.

All ministry reports, of ideally no more than half a page long, should be sent to LM in the office by Sunday 18th June. These will then be made available on the website to allow parishioners to read and digest the information ahead of the AGM.

Action: All to send reports to LM, and LM to upload to the website and publicise in the newsletter.

JH asked if all members were happy to re-stand: BH and CR would like to stand down, and have agreed to try and find replacements.

**6. Future Meetings**

The date of the next meeting will be Monday 11th September at 7.30pm

**7. Prayer and Close**

JH presented JC with a card and gift from the PPC. JC thanked everyone for their support, encouragement and companionship, on behalf of Mary as well as himself.

Dcn John closed the meeting with a prayer.

Louise Moss

12th June 2017