

# Catholic Parish of Belper and Duffield Parish Pastoral Council | MINUTES

Meeting date: 11/01/2017

## Attending council members:

Fr Michael Kirkham	present	Sally Phillips	present
David Barlow (Chair)	present	David Pipe	present
Barbara Waring (Vice Chair)	present	Jannice Richthof	present
Melita Tooher (Secretary)	present	Niels Richthof	apologies
Fiona Cartmell	present	Alan Ward	present
Anne Halliday	apologies		
John McCabe	present		

## 1. Opening prayer

Fr. Michael opened the meeting with a reading.

## 2. Apologies

Apologies received from Anne Halliday and Niels Richthof.

## 3. Minutes of last meeting:

Draft minutes of the meeting held 9<sup>th</sup> November 2016 approved.

**Decision deferred to January meeting regarding on whether planning of St Margaret's Orchard should continue.**

Sally remains concerned about the process of planning for the Orchard following the initial mistake in print of the Duffield Community Association Newsletter.

David B commented that the word 'Community' had been omitted from the description of the Orchard, and that the issues around control of access had now been addressed.

Barbara raised concern about equipment and rubbish being left on site.

David B asked for the plan to specifically include that no pesticide will be left on site, which is stated in the plan.

Sally suggested that the Orchard could be developed at an alternative location to St Margaret's, such as Eyes Meadow.

David made clear the importance of caring for St Margaret's and that the building must be kept in pristine condition. David raised awareness regarding the shortage of younger volunteers in Duffield.

Jannice said that we need to think about the message that we are sending to the local community, and that this message should be warm and welcoming.

Fr. Michael said that the points against the Orchard appeared to be mainly procedural, and that the bigger picture is that it is very much in the Parish's interests to ensure the continued healthy viability of St Margaret's. St Margaret's profile has been raised since the removal of the hedge and the development of the orchard would further help in this respect. Fr. Michael also encouraged the hiring out of the building which will give others in the community a 'stake' in St Margaret's success.

Melita commented that all the concerns raised by the diocese are addressed in the plan and that it was positive to give the local scouting group the opportunity to help care for the Orchard.

Barbara wanted clarification on the amount of trees intending to be planted. The initial proposal states 3-4 trees.

Jannice suggested that the Orchard developers provide a landscaping plan. Fr. Michael clarified that the area beyond the church corner as the location for the tree planting.

David Pipe explained that those planning the Orchard were making a financial commitment to improving the grounds at St Margaret's. Links to Laudato Si were also raised.

David Barlow proposed that the initial plan of planting 3-4 trees be approved, with the agreement that any further development plans be presented to the PPC prior to further planting. David Pipe and Jannice seconded this proposal.

Vote: 7 agree, 2 abstain, 1 against. Proposal passed.

Sally suggested that the Orchard could be also support the Trees for Life scheme run by CAFOD and will liaise with Kathy Gorman regarding this.

### Costed options for outdoor crucifix at St Margaret's (Sally)

Sally presented some options for erecting a crucifix in the grounds of St Margaret's, including costings, for the corner of Hall Farm Road. Agreement that with the financial demands on the Parish following the Quinquennial inspection (which requires works of £50,000 to be completed in the next five years) that the decoration should be as good value for money as possible. Agreement that a sign-written notice board, with a crucifix included in the decoration, listing Mass times would be effective and informative, raising the profile of St Margaret's as a Catholic Church. Sally suggested a competition for design

of the board at St Benedict's. Woodworkers in the parish will be consulted as to their capacity to help with this and Sally will also research costings for next meeting.

### Report on volume issues at St Margaret's (Jannice)

Jannice presented several different options for portable sound systems (not a hearing loop) ranging from £100 - £400. Barbara explained that money was raised to fund a sound system at Duffield four years ago. Jannice clarified that the portable microphone/speakers would be to magnify the readers at the lectern. Alan suggested that those who have difficulty hearing sit nearer the front. Jannice will look at all the options and present the best value for money system at the next meeting.

### Brief feedback on Building and Sites Committee organisation (Niels)

Niels was out of the country, and emailed Fr Michael confirming that the formation of the committee will be progressed at the end of January.

### Life in the Spirit Course proposal (Anne and Jannice)

Fr. Michael expressed his favour of the course running, as this group work based on a DVD course has been approved by the Diocese and encouraged by the Bishop. The course has successfully run in other parishes. The group will run during Eastertide beginning the week of 24<sup>th</sup> April until 5<sup>th</sup> June. Day sessions will be facilitated by Ann Gannon and Jane Schumann and evening sessions by Anne Halliday and Jannice Richthof.

### Confirmation of 2017 Meeting dates

Meeting dates for 2017 confirmed as Wednesday 8th March, Wednesday 10th May, Wednesday 12th July, Wednesday 20th September (N.B. **not** the 13<sup>th</sup>) and Wednesday 8th November. Meetings to be held in the St Benedict's Room at Our Lady's, running from 7pm until 8:30 pm.

## 4. Election of Chair, Vice Chair and Secretary

Fr. Michael led the election, proposing the David Barlow continue to be appointed as Chair, as he is willing to continue. This was seconded by Fiona.

Barbara confirmed that she is also willing to continue as Vice Chair. David Pipe proposed that Barbara continue and this was seconded by Fiona.

Melita confirmed that she is willing to continue as secretary. David Barlow proposed that Melita continue and this was seconded by Fiona.

## 5. Role of the PPC - advisory/pro-active (Fr. Michael)

Fr. Michael presented the document that had previously been circulated for discussion, speaking about the role of the PPC as a pro-active body. There are various different pastoral council models across the diocese. He has urged at recent meetings with the Vicar General and the Bishop that clear guidelines be given so that a commonality of approach can be established across the Diocese.

## 6. Pastoral Provision/Care (Fr. Michael)

Fr. Michael stated that there is a need to focus more on pastoral issues, and is concerned that fund raising issues are not being addressed.

Barbara expressed concern that money is being raised for specific purposes e.g. money was raised for decoration at St. Margaret's, then not being spent on the intended purpose.

Fr. Michael stated that there is a need for the PPC to move beyond an advisory committee.

Barbara confirmed that parishioners are willing to support fund raising efforts.

John questioned if the parish makes full use of the benefits of Gift Aid. Fr. Michael confirmed that donations, including the 'loose plate' collection benefit from Gift Aid, and that Steve Brind has taken responsibility for applying this.

Barbara suggested that parishioners are made aware of the cost implication following the Quinquennial Inspection. Jannice agreed to liaise with the finance committee and to speak at the end of Mass to parishioners. Fr Michael will contact Jannice with dates for the talk. Jannice suggested that a parishioner who regularly attends at St Margaret's may be better placed to speak to parishioners after the Mass in Duffield.

All agreed that different areas of pastoral concern need specific attention. Agreement by meeting to discuss the 'Ministry of Word and Sacrament' at March's Meeting.

Additional Item: Sally raised concern that there was not much notice regarding a recent funeral (taken during Fr Michael's sabbatical by a covering deacon) and that those supporting the service were not informed until the Saturday, with the funeral taking place on the Monday. Sally commented that the offering of a homily at weekday Masses is being appreciated. Fr. Michael confirmed that in the light of other positive feedback he intended to continue whenever possible.

## 7. Planning for Lent, Holy Week and Easter

Ash Wednesday is on March 1<sup>st</sup> and there will be a 9:30am Mass at St. Elizabeth's School, and 7:30pm Mass at Our Lady's Belper. John O'Melia will provide the music for the evening mass.

Discussion regarding First Holy Communion and arrangements for the reconciliation services. Barbara suggested that the reconciliation services be held at Ripley. Fr. Michael will discuss with the First Holy Communion Leaders and Fr. Keogh.

There will be a 7:30pm service on Maundy Thursday, and John O'Melia will provide the music. John will also play on Good Friday. Phil Smith is away and Fr. Michael has not heard back from Ed Turner as to his availability to provide music at other Easter services. Fiona confirmed that she will play if available, cannot confirm this due to personal family circumstances.

The Easter Vigil will take place on 15<sup>th</sup> April, beginning at 9pm.

Fr. Michael confirmed that adoration will take place on certain weekdays before Mass during Lent, at 9am on Tuesdays at St. Margaret's and Fridays at Our Lady's.

## 8. Date of Epiphany

Fr. Michael expressed concern at the recent decision to change the celebration of Epiphany to the nearest Sunday affected the celebration of the Baptism of Christ, which again this year had to be celebrated on a Monday, meaning that few people were able to celebrate this significant feast.

Barbara thought that it was positive that more people were able to celebrate the Epiphany, as this was celebrated on the Sunday, meaning that the crib was in place for longer.

Fr. Michael commented that as there is so much focus on Christ as an infant during Christmastide it was important that parishioners are also given the opportunity to celebrate the Baptism of Our Lord as a mature adult.

Alan queried if we can change the date of celebration of the Epiphany, keeping it to 6<sup>th</sup> January. Fr. Michael explained the decision lies with the Bishops' Conference. Any prospect of change requires representations to be made to the hierarchy from 'the bottom up'. Agreement for Fr. Michael to discuss with other priests in the Deanery and, if they are supportive, with the Diocesan Council of Priests.

## 9. Adult Reception and Confirmation – Confirmation of next teenage group

There has been interest expressed by several adults regarding reception into the Church at the Easter Vigil. Due to the candidates personal commitments it has been difficult for them to meet as a group, but it is hoped that all preparations will be completed in time for Easter.

Key Stage Three students at St Benedict's will be requiring support in their confirmation preparations at the end of 2017/ early 2018 and offers of support with this will be appreciated.

## 10. Finance Report (if available)

Niels had emailed Fr. Michael to confirm that there is no report available.

## 11. Any Other Business

Sally asked for provision of heaters, as it is often cold for the Monday Scripture Sharing Group on a Monday evening. Suggestion that the group move to the smaller room as this is warmer, as fan heaters are noisy and expensive.

John raised awareness that parishioners need to avoid parking near the garage at the parish house as there are repairs taking place. John only knew about this after his daughter was asked to move her car.

Fiona suggested a retiring collection for Derby Refugee Centre. Fr. Michael agreed for this to take place on Refugee Sunday.

Sally suggested that the parish fund raise separately to fund the Sion Mission. David Barlow clarified that the PPC have already agreed to fund the mission from parish funds. Barbara suggested that fund raising efforts need to focus on building repairs following the Quinquennial Inspection.

Discussion regarding sound equipment. Jannice confirmed that there are written instructions displayed on the wall and that a housing is being constructed to prevent equipment being unintentionally moved, as when moved it can result in the equipment causing feedback.

## 12. Closing Prayer

Fr. Michael closed the meeting with a prayer.

Next meeting to be held on

Wednesday 8th March, 7pm until 8:30pm

St Benedict's Room, Our Lady's, Belper.