

Catholic Parish of Belper and Duffield Parish Pastoral Council | MINUTES (draft)

Meeting date: 12/07/2016

Attending council members:

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

1. **Opening prayer** Fr Michael opened the meeting with a prayer
2. **Apologies** Apologies from Alan Ward, Fiona Cartmell and David Pipe. Apologies also from Pat Whetton, Parishioner, who had intended to attend the meeting to discuss the Belper Passion Proposals.

3. **Approval of minutes of the last meeting**

Following correction of spelling mistakes the minutes were approved.

4. **Review of The Gift course**

Fr Michael said that the courses were well attended, including by parents attending the afternoon sessions. Fr Michael attended the evening sessions and found these spiritually renewing, helpful and enjoyable. Fr Michael gave thanks.

Anne explained that feedback forms were completed at the end of courses and is keen to hear further feedback from parishioners. The group may consider some 'catch up' sessions, and the DVD is also available for hire.

Sally commented that she got more from the discussion following the viewing rather than from the DVD itself.

David asked if the course will be run next year – Anne is not sure.

Fr Michael has received some comments that people preferred the 'Celebrate' weekends – agreement that you can't replicate the atmosphere of a live event. There is an event in Newcastle in November and also day events coming up in Leicestershire and Nottingham. Limited flyers are available with the details – Ann suggested that the details go into the Parish Bulletin.

Fr Michael commented that two parishioners have said that the attending the course has supported them in making major steps forward in their faith.

David also gave thanks for those who worked to put on the course.

5. Putting in hand preparations for our 2018 Mission (21 April to 6 May)

Isobel Cameron will help launch the organisation of the Mission efforts, visiting date to be confirmed as soon as possible. [NB: Since the meeting it has been confirmed that Isobel Cameron will visit the parish on 21/22 October]. There is good experience in the Parish regarding an understanding of what organisation is needed e.g. accommodation, meals, visiting, theme. John Kelsall has previously helped with arranging an efficient visiting schedule.

Andy Bunting, who used to lead the music is now with the School Mission. The timing of the Mission clashes with SATs, however Mr Lowe has made it possible for the Mission to spend two days at St Elizabeth's. The School Mission is funded by St Elizabeth's. There was a possibility of an increase in Mission time at St Elizabeth's with additional funding from the Parish, but due to the timing of the SATs, this is not viable.

Discussion on the Theme for the Mission – What does the Parish Need? Agreement that we need a Discussion Forum to understand what Parishioners want from the Mission. To support this, the PPC meeting on 20th September will be extended and from 7-7:30pm Parishioners will be invited to attend to give share their thoughts. To enable Parishioners unable to attend the meeting to contribute, Jannice will give a talk at the end of Masses and provide index cards to enable Parishioner's to share their thoughts. Fr Michael will look at which Gospel readings relevant to the subject. Parishioners will also be encouraged to share their thoughts with any member of the PPC. It is hoped that themes will emerge which will give the Mission direction.

6. Progress of the Quinquennial repair programme: wall repairs: decoration of St Margaret's: new door to facilitate letting of Presbytery garage. Financial position.

David confirmed that the wall replacement has taken precedent over other Quinquennial repairs. This repair has cost £1,900 – Fr Michael is seeking contributions from various avenues, including the local council.

St Margaret's is due to be decorated (lobby and main walls painted) on the week beginning 7th August. Liz Walker has checked the quote and Laurence Ward will complete the works, at a cost of around £2,100. Niels will update the finance committee. Slimming World will need to be made aware of the arrangements.

David has had quotes of £930, £835 and £790 to replace the up and over garage door, which would enable the garage to be rented out. David has a fourth quote due tomorrow, and they have advised that they 'will not be beaten on price'.

Barbara suggested that the garage be removed to enable better turning space and increase car parking availability.

Discussion regarding pros and cons for making improvements to the garage versus removing the garage. Renting out the garage to the scouts would bring in an annual income of around £300. Removing the garage would be costly due to specialist removal of asbestos. It can be dangerous coming out of the drive, and parking is not to be encouraged at the back of the parish house. Less abled parishioners find it easier to park at the back of the parish house and increasing the parking spaces there would be good. It would be good to keep storage space. Should the parish be twinned with another in the future (e.g. Ashbourne) there may be a priest staying at the parish house who requires a garage.

Agreement for David to get a quote for removal of the garage, to include making the space usable. This will be emailed to the PPC members and a group decision made. If we cannot come to a decision following the quote the issue will to be discussed, and a decision made at the September meeting.

Parish Accounts for 2016/2017 – Niels was not at the last financial meeting so could not accurately comment on the amounts, however Fr Michael attended the meeting and advised that the parish account 'just about broke even'. There is £30,000 in savings to fund the Quinquennial repairs. Fr Michael commented that some of the Quinquennial repairs are superficial e.g. cleaning the ceiling windows in the St Benedict room, and that the focus will be on essential tasks, such as repairing leaks.

Barbara raised awareness to the second cracked window at St Margaret's. David confirmed that he has been monitoring the current cracked window – and this is not advancing and safe. David will check the second crack. Barbara also advised that all groups using St Margaret's need to be aware of the NO BLU TAK rule, as this is caused paint damage.

7. Request funding from Churches Together towards a Belper Passion on Good Friday, 30 March 2018

Discussion regarding email request from Churches Together in Belper for funding and effort in developing a Belper Passion Event, sent by David Pipe.

All agreed that the sight of the town coming together and walking up the road following the cross was heart lifting. However there were numerous concerns raised:

- The event clashes with Good Friday Service
- We have the Parish Mission beginning on 21 April – which will impact on availability of Parishioners to dedicate time and energy to the proposed Passion.
- The style of the Passion – which was almost humanistic in its delivery – Jesus did not come across as the main character. The same writer is being commissioned to develop the next suggested Mission.

- We are not in a position to offer £1,000, or any large financial contribution due to our own current Parish financial demands.

Agreement that Jannice will attend the next Churches Together in Belper meeting to gain an understanding of the response of other churches in Belper. Jannice will also give a response from the PPC.

8. Status of Confirmation programmes (Dec 2017 for young people, Easter Vigil for adults)

Eight youngsters have signed up and letters have been sent to 35 baptised youngsters in the parish. There is also one interested adult. It is hopeful that there will be around 20 candidates. Phil Smith and Lisa Walton will lead the preparations.

9. Activity Afternoon Sessions at St Margret's

Sally Philips presented the The Duffield Good Neighbours Wheel Guide <http://www.duffieldparishcouncil.gov.uk/uploads/good-neighbours-wheel-2017-07.pdf> This useful guide provides details of useful services and groups in Duffield, including the new activity sessions that will be held monthly at St Margaret's from 31 July. The group is to promote social interaction through table top games, arts etc. Volunteers to support the group are welcomed, as are attendees. Also any loan of games or art and craft activities would be useful. An announcement will go in the Parish Bulletin.

David commented that the formation of the group was very good and all agreed.

10. Emergency Fire Evacuation plan for Belper

Draft plan discussed. Ideally a new fire door would be fitted in the area where the organ sits, with a ramp leading up to street level. Pending this, agreement that a key should be left in the parish house door, and the sacristy left with the chain across during mass. An assembly point in the garden would aid congregation of the parish, including children who may be in the St Benedict room for Liturgy. There was a discussion of other possible locations for an assembly point, but due to concern around road safety, and access for the emergency services it was agreed that gathering at the back of the garden would be the safest option. Barbara suggested that we should have a fire drill and also reiterated that the fire doors should always be closed when the church is being locked up. Discussion regarding implications for less able parishioners, who may struggle to climb the stairs from the sacristy. Fr Michael will ask the Fire Service to complete a Fire Safety Check and review the plan, asking for recommendations.

11. Preparations for Appointing new PPC members in the autumn to begin service at the January meeting 2018

Under the standing rules Sally Phillips and Barbara Wareing are due to stand down after two consecutive periods of three years as PPC members. At the end of 2017 Alan Ward and David Pipe are both at the end of their three year service, and it is likely that due to other present commitments David will stand down from the PPC. At the end of 2018 David Barlow, Anne Halliday and Neils Richtof will also come to the end of their two consecutive periods of three years service as well as Fiona Cartmell, Jannice Niels, Melita Tooher and John McCabe who will be able to stand down as their first three years membership comes to an end.

Presently there are three places on the PPC becoming available. Following the recent development of the Building and Sites sub-committee, which enables the PPC to focus more on pastoral matters, discussion on how to involve more those who do the pastoral work in the parish. It was agreed that it would be good to improve and involve more those who work in the SVP, Eucharistic ministers, the Children's Liturgy workers, Altar Servers and Sacristans. It was suggested that a formal forum could be developed to enable wider discussion on pastoral issues.

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Sally asked if anything could be done to lessen the noise of the white wooden doors closing during mass at Our Lady's. Barbara suggested that the foam strip be replaced.

Niels raised concern following a news article that the Vatican has ruled out the use of 'Gluten Free' hosts, as this will exclude Celiac's from receiving communion. Fr Michael confirmed that there has been no ruling from the Bishop and that Chancellor John Hadley has explained that it is unlikely that any 'Gluten Free' host is 100% Gluten Free. Agreement to continue with current host provision until the parish are informed otherwise. Fr Michael also made it clear that at Sunday 11am Mass the second Chalice does not have host in it (Left of the Altar).

12. Date of the next meeting

The next meeting will be held on 20th September – Open Meeting to gather views on the Mission theme 7-7:30pm – All Parishioners invited.

13. Closing Prayer

Fr Michael closed the meeting with a Prayer.

Next meeting to be held on

Wednesday 20th September, 7pm until 8:30pm

Open Meeting 7-7:30 – All invited to share views on Mission Theme

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