

## Parish Pastoral Council Meeting

### Parish Centre

**Tuesday September 10<sup>th</sup> 2019 19:00**

### Minutes

**Present:** Fr. Lee Bennett, Reverend Des Connors, Keith McDowall, Bernadette Horton, Eileen Quinn

**Apologies:** Greg Saunders, Anna Rutterford

Item Number	Item Title	Time Allocated	Running Time	Lead
1	Opening Prayer	2 minutes	2 minutes	Rvd. Des Connors
	Fr Lee opened the meeting with a prayer.			
2	Apologies and Absences	1 minute	3 minutes	Bernadette
	Greg Saunders and Anna Rutterford's apologies were given and accepted.			
2a	Fr. Lee was formally welcomed. Each member gave Fr. Lee a short account of themselves. Fr. Lee gave a short account of himself.			
3	Minutes of Meeting of 13.08.19	2 minutes	5 minutes	Keith McDowall
	The Minutes of the meeting of 13.09.19 were accepted as a true reflection and duly signed by the Chair. These will now be published.			
4	Matters arising from minutes of 13.08.19	5 minutes	10 minutes	Keith McDowall
	None specifically that would not be covered within the main agenda.			
5	Welcome to Fr. Lee Fr. Lee to speak	10 minutes	20 minutes	Keith/Fr. Lee
	<p>Fr. Lee spoke about his <i>vision for the Parish</i>:                      Reaching out to the village and wider community and increasing our presence. Importance of spreading 'Who we are, Where we are, What we do.' We are a welcoming Church and we are here.                      Increase online presence: Feels the Website is really good. (Des and Bernadette to continue working on this). Expand the Facebook access; Develop Instagram and Twitter.                      Blanket all the villages with cards.                      Where are we: Difficult to find at times – require a signpost on the other side of the road opposite the High Lane entrance. Perhaps a signpost on the B1383 if possible. BH to contact John Richardson Chair of Finance and John O' Brien.                      Advertise to get us known outside of the usual circle.  <i>Spiritual:</i>                      Special services throughout the year. e.g. Holy Souls, Praying for departed loved ones – make it known we will pray for them; Looking at funerals in the past year; Advent sessions, Christmas Masses; Easter services and Masses; Lenten sessions and perhaps some during May the month of Our Lady.                      Groups who pray (Perhaps those who cannot support by being at meetings or a physical presence etc.): e.g. commit at home to pray 5 minutes everyday. The power of prayer – with prayer we can achieve our vision.                      Split the Parish into areas and have specific prayers for specific areas.                      Prayer Teams – supporting the work we want to do.</p>			

	<p>Mass Intentions: These are growing. Fr. Lee is very happy to say Masses. Where there is an overlap, these Mass requests will be sent to the Missions. All requests will be met.</p> <p>Extending the Mass: Fr. Lee can celebrate the Ordinariate rites. Perhaps after Christmas looking towards expanding the rites we offer on the weekday Mass. Do the Mass times we have currently suit the needs of the Parish?</p> <p><i>Sacramental Programmes:</i></p> <p>Catechists: If we need to we can provide catechetical training. Fr. Lee is very happy to be involved in Sacramental preparation.</p> <p>Develop these programmes and spread the invitation to these wider.</p> <p>Vision that in five years we will increase our numbers to three hundred at Mass.</p> <p>Keith thanked Fr. Lee for his thoughts and vision. The PPC will do its best to support these developments and nurture the future of the Parish. It was felt that we are commencing a very exciting phase in the development of our Parish.</p>			
6	Correspondence	2 minutes	22 minutes	Bernadette
	<p>Fr. Lee:</p> <p>P.C. Sharma has written to Fr. Lee and is interested in setting up a regular 'Coffee with Cops.'</p> <p>The proposal is for this to take place on the third Tuesday of every month. Simon Horner PCSO would like the first day to be Monday 16<sup>th</sup> September but after that the third Tuesday – 29<sup>th</sup> October, 26<sup>th</sup> November. Sessions will take place from 10:00 a.m.- 12 noon. St. Theresa's will provide the teas and coffee. This is a good opportunity for police to engage with the local community and us.</p> <p>BH to ask Anna to put this in the newsletter and to seek an entry in the link.</p> <p>David Morson has written to the PPC:</p> <p>The Churches Together in Stansted (CTC) have decided to take the traditional Celebration of Christmas out into the community this year rather than hold it in a Church. (St. Theresa's was to host the Church Carol Concert this year). The celebration will be held on Mountfitchet Green and will consist of carols, readings and drama. Time: 4-5 p.m. on Saturday 21<sup>st</sup> December. Children will be encouraged to make lanterns. The focal point will be a huge Angel made by Carol Crosby and murals by David Morson. Donations for a chosen Christmas Charity will be invited.</p> <p>PPC agreed to ask David to write something for our Parish newsletter to encourage our Parishioners to support this event.</p>			
7	Membership and Youth Member	5 minutes	27 minutes	Keith McDowall
	<p>We are still hopeful re a member who will have an overview of the Youth. It was agreed to approach another possible member of the PPC.</p> <p>Action: Rvd Des and Eileen Quinn</p>			
8	PPC Planning Document	15 minutes	42 minutes	Keith McDowall
	<p>PPC looked at the calendar drafted by Keith. Members are to send Keith any additional dates. In time it is hoped that all activities as far as possible will be on the yearly calendar.</p>			
9	Reports from Groups	5 minutes	47 minutes	Keith McDowall
	<p>Stewards of the Gospel</p> <p>The final draft report from the Partnership is now ready to go to the Bishop. Some of the suggestions from our steward have not be taken up.</p> <p>We will be given 150 copies.</p>			

	How do we make sense of this document for the Parish? It was agreed to publish the document on the Church noticeboard and Fr. Lee will speak to anyone who has concerns or observations.			
10	Newsletter and Website	3 minutes	50 minutes	Rvd. Des Connors
	Rvd. Des and Bernadette will continue to work on the website. The importance of the Website in raising the Parish profile is noted.			
11	PPC next steps	5 minutes	55 minutes	Keith McDowall
	Continue to recruit members. Continue to draw together a Parish calendar Continue to receive updates re the Parish Partnerships Support the development and profile raising of the Parish as per the vision of Fr. Lee			
12	Parish Matters Update	5 minutes	60 minutes	Keith McDowall
	No other additions other than what are in the above minutes.			
13	A.O.B.			
	None			
14	Closing Prayer	2 minutes	62 minutes	Rvd.Des Connors
	Fr. Lee closed the meeting with a prayer. The meeting closed at 9:15 p.m.			
	<b>Next Meeting: 15<sup>th</sup> October 7:00 p.m.</b>			

**Actions:**

- BH to publish minutes of 13.08.19 on Church noticeboard. Write to Anna to inform Parish in the newsletter.
- BH to contact John Richardson and John O. Brien re sign post
- BH to ask Anna to put in the newsletter re 'Coffee with Cops' and look at publicising this in The Link.
- BH to write to David Morson re the Christmas Celebration
- EQ to speak with parishioner re membership of the PPC
- Rvd. DC to speak with the possible Youth Member when appropriate.
- All to review the calendar and let Keith know of any further additions
- KM to put Parish Partnership final document on the notice board
- Rvd DC and BH to continue with the website

Circulation
Father Lee Bennett;
Reverend Des Connors
Keith McDowall;
Bernadette Horton
Eileen Quinn;
Greg Saunders
Anna Rutterford;
David Morson