

**MINUTES OF THE PASTORAL COUNCIL MEETING**  
**WEDNESDAY 29 NOVEMBER 2023, 7:00 pm in Parish Centre**

Present:

Ann Barton (chair), Will Daunt, Terry Graham, Pat O'Connor, Deacon Peter Mawtus, Susan O'Halloran, Claire Reed, Irene Slack, Paul Spencer, Fr Godric Timney.

Minutes Secretary: Brian Farrimond

**1. Opening Prayer:** Irene.

**2. Apologies:** Deacon Des Bill, Elaine Corrin, Caroline Grieco.

**3. Safeguarding Update**

Terry reported that good progress in positioning the parish within the Religious Life Safeguarding Service (RLSS) has been made since the last PPC meeting. She and Deacon Des have received helpful documents and training and have also made useful contacts with the RLSS and Catherine Burke, Safeguarding Lead at Douai. Testing of the new procedures will take place soon.

The revamped Youth Ministry Management Committee has begun to review safeguarding procedures and will be moving under the aegis of RLSS with support from Terry.

**4. Reviewing actions from last meeting**

**4.1 Letter from the Abbot**

Done.

**4.2 Reply to the Abbot**

Done.

**4.3 Churches Together**

Our representative, Terry, was unable to attend the meeting. Minutes have not yet come through about the next meeting.

**4.4 Men's Retreat Day**

Paul reported that 16 men attended a very successful men's retreat. Meetings will take place to take this initiative forward. Fr Godric thanked Paul for organising this special time away. Peter mentioned that the leader of the day also offers retreats for other groups.

**4.5 Multicultural Event**

This will be added to the agenda for the next PPC meeting.

**4.6 PPC chair**

This is discussed below at item 7.

#### **4.7 CAFOD Fast Day**

The event raised £1,230.

#### **4.8 Labyrinth Walk**

This item to be added to the agenda of the March 2024 meeting when the weather is warmer.

It was proposed that benches would be useful for staging points on the Walk. Fr Godric advised that he has been approached about the donation of benches for the grounds.

#### **4.9 Annual Parish Meeting (APM) Agenda**

Done.

#### **4.10 Annual Parish Meeting Notes**

Brian to send these to Colette for posting on the parish web site.

#### **4.11 Hosts for Parish talks**

Done.

#### **4.12 Food Bank**

Discussed below at item 6.

#### **4.13 Safeguarding within DoE scheme**

This was discussed above at item 3.

### **5 Live Simply Ideas from Annual Parish Meeting**

The ideas put forward by the parishioners attending the Annual Parish Meeting in October have been collated and placed in an Appendix to the notes for that meeting. The notes are to be placed on the parish web site. They are duplicated in the Appendix to these minutes.

A discussion took place on these ideas and the following points were made:

- **Live Simply Days** could provide an umbrella for a number of events such as Swap Shops
- The **parish Facebook page** is proving very useful to many people. It was agreed that we need to look for volunteer/s to take over postings.
- **Quarterly Themed Meetings** could be organised for after Sunday morning Mass and, in the summer, for after the Saturday evening Mass. This would enable parishioners to contribute ideas for parish events.
- Alternatives to the printing of **hymn sheets** on 2 Sundays each month should be sought.
- **Recycling** containers and associated notices in the parish centre kitchen need more robust signage.
- Parishioners who expressed concerned about the **Palestine/Israel** situation could be encouraged to join and work through the Justice and Peace group.

## 6 Advent 2023

A list of planned events was circulated. It can be found in Appendix 1.

A discussion took place on this list and the following points were made:

### Food Bank

- the problems the Food Bank is having were explained and the need for volunteers to transport the food collected was pointed out.
- continuing donations after Christmas needs to be encouraged.
- an appeal for food and volunteers to transport this food, will be made after Saturday and Sunday Masses, 2<sup>nd</sup> & 3<sup>rd</sup> December.
- All this information will be placed in the bulletin.
- None of the “shopping lists” of goods required remained after weekend Masses 25<sup>th</sup> & 26<sup>th</sup> Nov. More will be printed.

### Holy Land

- an Hour of Prayer in church for the Holy Land is arranged for 10<sup>th</sup> December, from 4pm to 5pm.
- a collection will also be taken at Masses that weekend, to be forwarded to the Knights of the Holy Sepulchre for their work in the Holy Land.

### Living Advent Window Trail

- Christ Church Aughton are putting on a **Living Advent Window Trail**. Parishioners will find more information at:  
<https://christchurchaughton.org.uk/wp-content/uploads/2023/11/CCA-Advent-Trail-2023.pdf>
- How parishioners might also, in their own street, display reminders about Advent will be added to the above information in the Bulletin.

A further discussion took place in which it was decided that there will be no **Christmas Fair** or **Christmas Draw** this year. This decision will be reviewed next year.

## 7 Chair of PPC

A discussion took place on how to replace Ann as chair of the PPC.

It was agreed that a rota for 2024 should be created in which PPC members would be assigned to a meeting. They would:

- take over the chair when the first draft minutes of the previous meeting were issued to, agreed and returned to the Minutes Secretary for circulation by the chair of that meeting.
- support on going Action Points as required.
- prepare the agenda for the next meeting with Fr Godric and the Minutes Secretary.
- chair the meeting.

- agree the first draft version of the minutes of that meeting (as above) before handing over to the next person on the rota.

The clergy had advised they would not be on the rota.

Issues arising in any term of office would be handled in collaboration with the clergy and other members of the PPC and other parishioners, as appropriate.

It was also agreed that a WhatsApp group for the PPC should be set up to enhance communication between members.

The following draft schedule of meetings and rota of chairs was agreed:

<b>Provisional Date of meeting</b>	<b>Chair</b>
22 Jan 2024	Paul
18 Mar 2024	Irene
20 May 2024	
15 July 2024	
16 Sep 2024 (prep for APM)	Will
18 Nov 2024	

## **8 AOB**

### **8.1 Finance Committee**

It was reported that investigations continue into the future of the Parish Pastoral Centre. Revision of the processing of Gift Aid and the repair of the memorial at the back of the church were in hand.

Means of financing repairs to the church tower were being explored.

A new Finance Committee link PPC member is required.

### **8.2 COP 28**

The CAFOD prayer for COP28 which has been posted on the parish Facebook page will be put into the bulletin.

## **9 Next meeting**

**9.1** Monday 22nd January 2024 at 7 pm in the Parish Centre lounge.

**9.2** Opening and closing prayers: Brian to arrange.

## **10 Closing prayer: Deacon Peter.**

**ACTION POINTS – 29 Nov 2023**

1	Multicultural Event to be added to the agenda of the next meeting.	Brian
2	The offer of benches for the proposed Labyrinth Walk to be followed up	Fr Godric, Irene
3	Send Annual Parish Meeting notes to Colette for posting on the parish web site.	Brian
4	Food bank appeal for food and volunteers to go ahead at the end of Saturday night and Sunday morning Masses, 2 <sup>nd</sup> & 3 <sup>rd</sup> Dec and information to be placed in the bulletin	Sue
5	The CAFOD prayer for COP28 will be put into the bulletin	Fr Godric
6	Committee members to familiarise themselves with the parish Facebook and its content. The role and requirements of a volunteer/s who will take over posting items on the parish Facebook page to be discussed. Ann to continue with postings for now.	All members.
7	PPC member/Finance Committee link needed, ideally to attend meetings or if not, to contact the Chair of the Finance Committee before each PPC meeting for information of interest to the PPC. Any member interested speak to Will.	All members.

## Appendix 1

### Live Simply Suggestions from St Anne's Church Ormskirk AGM With Parish, Schools and home working together on these issues.

#### Food, purchases & economising

- Demonstrate a “route path” of food to Bank (help understanding of complicated path)
- Set up a donation link, for people to donate cash instead of food that needs transporting. The foodbank can then purchase what is needed.
- Improve information about how to donate to food bank and refugee centre.
- Use D of E volunteers to move /load food bank donations from church with help of parents – on a rota basis.
- Give more to the Food Bank.
- Encourage meat-free days and preventing food waste. Eat local.
- Buy Fair Trade if possible.
- Try and buy local produce to avoid large travel costs.
- LIVE SIMPLY DAYS and donate funds where most need is decided.
- Saving paper - numbers on hymn boards rather than print sheets for 2 x Sundays per month.
- Increase recycling (especially recycling cans from parish centre kitchen)
- Reducing car journeys when possible.
- Consider alternatives to flying.
- Look at electricity provider.
- House insulation. Thicker carpet underlay increases insulation. Solar panels and batteries.

#### Support for Parish & for individuals

- Ask parents of both schools to donate directly to the parish. They benefit from the good schools in our parish and many would be happy to donate. Set up a direct line for gift aid.
- Identify people's needs – temporary support while need exists. SVP.
- Travel to church – Parish minibus

#### Publicity & Communication

- Use the parish Facebook page to promote what we do – remind people of Food Bank needs – attach useful pages – freecycle for families
- Use Facebook group to promote: community choir, pre-loved uniform, room hire, ladies social, family swop shop, free donation page etc
- Promote room hire through school bulletins / website.
- Promotion of St Annes and St Bede's pre-loved uniform services – provide links to access services. Newsletter / Facebook page
- Each group to have opportunity to showcase their charity offers / work that has been done.
- Quarterly open parish council meeting for parishioners to attend after Sunday Mass

**Nature.** Gardening Club. More planting of bee friendly plants. Increase biodiversity.

#### Palestine/Israel Situation & Other Faiths

- Consider how to get involved with the situation in Palestine / Israel
- Other faiths and getting to know / offer support to them – like we have Churches Together. Faiths together – maybe start at Edge Hill – Muslim community.
- Prayer Chain. Pray for peace at same time – every home lights a candle during Prayer for Peace in the Holy Land
- Contact non-Christian faiths at colleges and universities.
- Interfaith groups disagreeing agreeing safe space for all faiths.

## Appendix 2

### DURING ADVENT 2023

<b>Throughout ADVENT</b>	<b>Parish Project</b>	<b>Food &amp; other donations</b>	<b>For Ormskirk Food Bank.</b>
CAFOD	Advent prayers and resources.	cafod.org.uk/pray/advent-prayers	
Sat 2 <sup>nd</sup> Dec	Ormskirk Community Choir Christmas Concert	6.30pm in church	Refreshments afterwards in Centre
Sat 2 <sup>nd</sup> Dec & Sun 3 <sup>rd</sup> Dec	1 <sup>st</sup> Sun Advent	Distribute CAFOD prayer cards for Sundays of Advent	
Sat 2 <sup>nd</sup> Dec & Sun 3 <sup>rd</sup> Dec	1 <sup>st</sup> Sun Advent	After Masses, short talk on restarting food/other collections & deliveries for Parish Advent Project.	
Tue 5 <sup>th</sup> Dec	From 6.30pm	Brownies & Guides Christmas Fair for “Young Lives v Cancer”	The Centre. Basement.
Sat 9 <sup>th</sup> Dec & Sun 10 <sup>th</sup> Dec	Collection at Masses for Holy Land (Knights of Holy Sepulchre)	Include at Masses prayers for Holy Land	10 <sup>th</sup> Dec 4pm to 5pm church open. Pray for the Holy Land
Wed 13 <sup>th</sup> Dec	6pm in church	Carol Service. St Anne’s school	
Thurs 14 <sup>th</sup> Dec	7pm in church	Talk for the Parish. Fr Godric – the significance of the main parts of the Mass.	
Sat 16 <sup>th</sup> Dec & Sun 17 <sup>th</sup> Dec	Distribute “O Antiphon” cards	After Masses	
Sun 17 <sup>th</sup> Dec	10.30 Mass	Blessing of Cribs after Mass.	
Mon 18 <sup>th</sup> Dec	7pm in church	Carol Service. St Bede’s school.	
Tue 19 <sup>th</sup> Dec	7pm in church	Penitential Service.	
<i>To be looked at for 2024.</i>	Candlemas. Advent Stations. Parish Talks.		