

Sacred Heart Church

Parish Steering Committee Meeting - 12th February 2018

MINUTES

1. Welcome and Opening prayers – Fr Karol

2. Attendance and Apologies for Absence,

Present: Fr Karol, Michael Read (Chairman), Elizabeth Barker, Carol Brewley, Ellen Kemp, David Kerr, Magdalena Kania (Parish Secretary - minutes), Fiona Smith, Ian Wallace, Michal Wojcik

Apologies: James Howe, Claire Downham, Michael Lynch, Arthur Ryans, Philip Spencer,

3. Minutes of Meeting held on 13th November 2017 and Open Meeting held on 26th November 2017

The previous meeting minutes were accepted as correct. Matters Arising:

a. Representative from Holy Land Group

Fiona has apologised about her recent absence due to work commitments, she had changed her rota and should now be able to attend more meetings. Then she presented her report.

- Due to circumstances the Holy Land Group is not active at the moment.
- All current standing orders are now being paid to 'Pilgrimage People' and ring-fenced for Aboud funds.
- The funds from the standing orders and fundraising activities here at Sacred Heart continue to support the school in Aboud, the Scout group and other projects as and when required.
- Meeting is scheduled at the end of February and are planning to hold a fund-raising event later this year and I will provide feedback in due course.

b. Use of Parish Hall in an emergency: - Michael had contacted HDC and the relevant officer was being consulted. Michael will feed back the response at this meeting.

c. Review of PSC Constitution - deferred

d. Role of Mass Representatives – deferred. A group of the four Mass reps would be asked to meet and discuss their role and submit their suggestions to Fr Karol.

4. Group Reports

a. Chairman / Vice Chairman

Michael Thanked everyone for prayers and & get well wishes. Also said thank you to Fr. Karol for his hospital visit.

b. Council of Laity:

Minutes from the July 2017 meeting had been received and Michael presented a brief report.

David had attended the 25th November 2017 meeting. He reported briefly on the presentation on Youth Ministry in the Diocese made at the meeting and, as there will not be formal minutes, the interesting paper from which Fr Luke made his presentation is attached for information.

c. Finance and Buildings

In Michael Lynch absence Fr. Karol presented an F&BC Report.

- The Parish and Diocesan balances were £34,624.63 and £10,877.53 respectively together with £9,527.00 in the Diocese Investment Trust. The parish funds thus totalled £55,029.16. While this showed a decrease of £26,765.33 since 3rd February because of the Courtyard Project, there had been an increase of £5,795.53 since 4th August.
- There was a nil balance in the Courtyard Project Account although there were still some outstanding items to be financed.
- In summary, the Parish was in a healthy position.

d. Religious Education and Liturgy

Elizabeth presented the Religious Education and Liturgy (copy attached to these minutes). Pointing out that Sacred Heart is “very healthy parish”.

- First Holy Communion and Confirmation: Instruction for these sacraments is continuing well with numbers attending being maintained. First Communions are planned for 12th and 19th May.
- There has been 5 volunteers to join the rota for leading and helping with Children’s Liturgy from the New Year Resolution forms.
- Baptismal Preparation. The sessions for parents are very much in demand and there were 5 families at the January session.
- Liturgy The Posada statue’s journey around our parish was quite successful with only one family failing to collect it on their allotted date.
- The Advent talks were attended by about 30 parishioners and the subjects 4 Marks of the true church, 3 Cardinal Virtues and the 4 last things provoked some lively discussion. Lent Talks will use the book “Forming Intentional Disciples”.

e. **Music Group** - There are new members at music group. Polish Mass has also Music group.

f. Proclaim

David presented Proclaim! Report (copy attached to these minutes).

- The next stage of implementing the Proclaim! Programme awaiting the Diocese Forming Intentional Disciples (FID) presentation in January. He referred to the Diocese meeting with Plymouth Diocese representatives about their approach to forming Parish Evangelisation Teams (PETs) had been developed. So the next stages of Proclaim! Will be shaped by the collective aspirations of individuals who have completed the course.

g. **SVP:** Carol presented her report.

h. Churches Together St Ives (CTSI)

- CTSI has gone through a difficult patch since their AGM on 25th September when they failed to decide on a new Chairman and Vice-Chairman and deferred their election until the 29th January meeting. We took our full voting team, of Fr Karol and three lay representatives for the second attempt at an election and Sue Kinder from the Methodist Church was duly re-elected. That was the final meeting for two of our representatives – Christine Allard and Angela Love – who have now stood down. We will need to select two new representatives before the next meeting, at least one of whom will report back to PSC on CTSI matters.
- As part of the review and induction of our new representatives, I think it is worth having a PSC discussion at a future meeting on what exactly we want CTSI to do, and not do, to shape its future programme.

i. **Mass Representatives reports: 5.00 pm, 8.00 am, 9.30 am, 11.00 am-** - deferred

j. Social

- There are 6 members of the Committee, excluding Fr Karol
- The Social Committee held a quiz event on November 25th, which was quite well attended
- There was an event on New Year’s Eve after 11 am Mass, in which mulled wine and mince pies were served. Again, quite a few people attended. It will be done again in 2018.
- On February 5th after 5 pm Mass a bingo night. A bingo machine has been bought so it can be used in future events. A starter was provided by the Polish community, a casserole with potatoes was provided by members of the committee, and a large number of puddings were provided by the Polish community and other parishioners. 60 tickets were sold
- On February 6th a meet and greet session was held for people who filled in the New Year’s resolution form. 11 people stated that they wanted to join. In the event, 7 people came. They

came up with suggestions for future events, which will be discussed further when the committee meets again on the 30th of April.

- There will be a barbecue connected with the Sacred Heart solemnity on the 3rd of June after 11 am Mass. There will be a feast of La Salette barbecue on the 16th of September, again after 11 am Mass.

k. Holy Land same as above point **3. a**

1. **CAFOD** Discussion over the way of organising CAFOD collection this year was summarised by Charmain decision that it will be same way as last year.

5. New Year Resolutions

Elizabeth reported that it went very well. It proves that if people of the parish are given more time at church it works better than taking it home. Worth doing every year.

6. Forming Intentional Disciples

Pope Francis is encouraging strong, joyful, spirit-filled parishes who witness to a living relationship with Jesus Christ. In our Diocese this started with “Proclaim!” last year.

Sacred Heart parishioners following up that initiative with this course, which has proved to be a powerful way of transforming and deepening the faith of many people. Inspiring them to witness confidently to the Christian faith. At the end of the course participants will be encouraged to help develop a Parish Evangelisation Team and choose a personal role in it.

7 Any other business

Fr. Karol added that new Provincial for La Salette Priests was chosen.

8 Date of next PSC and Open Meetings.

Next meeting will be on 5th April 2018 at 19.30 at Presbytery.

RELIGIOUS EDUCATION & LITURGY REPORT
FEBRUARY 2018

FIRST HOLY COMMUNION and CONFIRMATION

Instruction for these sacraments is continuing well with numbers attending being maintained. Bishop's Secretary has informed Fr Karol that the Rite of Confirmation will be on Tuesday 10th April 2018 at 6pm. It is hoped that we will have more support from parishioners not just those with candidates for Confirmation but the whole parish. First Communions are planned for 12th and 19th May.

CHILDREN'S LITURGY

There has been 5 volunteers to join the rota for leading and helping with Children's Liturgy from the New Year Resolution forms. I have sent their details to Mike Smallman, our Child Protection Officer to have DBS checks carried out on the applicants. When this is done, those applicants who are suitable will need to attend a short training course before being given the opportunity to join the rota after Easter.

RITE OF CHRISTIAN INITIATION OF ADULTS.

Catechumens and Candidates will be presented to Bishop Alan Hopes at the Rite of Election on Sunday 18th February in our cathedral, St John's Norwich.

Baptismal Preparation

The sessions for parents are very much in demand and there were 5 families at the January session.

LITURGY.

The Posada statue's journey around our parish was quite successful with only one family failing to collect it on their allotted date.

The Advent talks were attended by about 30 parishioners and the subjects 4 Marks of the true church, 3 Cardinal Virtues and the 4 last things provoked some lively discussion.

Lent Talks will use the book "Forming Intentional Disciples". The 30 copies ordered have been sold so a further order of 10 has been placed.

More information from Proclaim report. As the Liturgy Committee is not meeting until 9th February, I will give a verbal report on any further changes.

ELIZABETH BARKER

RELIGIOUS EDUCATION COORDINATOR.

Reports on Proclaim! And CTSI

Proclaim!

The next stage of implementing the Proclaim! Programme awaiting the Diocese Forming Intentional Disciples (FID) presentation in January. At that meeting we learned from Plymouth Diocese how their approach to forming Parish Evangelisation Teams (PETs) had been developed. We were then taken through a manual on how it is implemented in parishes based on experience of creating teams in 39 parishes over the last two years.

As a result, we came back to our parish determined to try the seven-week course used in successfully Plymouth Diocese and quickly set it up for the seven weeks of Lent, starting on Tuesday 13th February – the day after this meeting! – as you will have heard, and maybe joined, last Sunday.

We will give you a little more detail about the course at the meeting – but not too much as it seems that the only way to really understand it is to go through it personally. We are assured that this programme, which appears to be more self-realisation than instruction, gives participants a personal insight into discipleship and their personal role in doing it. So the next stages of Proclaim! Will be shaped by the collective aspirations of individuals who have completed the course.

Churches Together in St Ives (CTSI)

CTSI has gone through a difficult patch since their AGM on 25th September when they failed to decide on a new Chairman and Vice-Chairman and deferred their election until the 29th January meeting. We took our full voting team, of Fr Karol and three lay representatives for the second attempt at an election and Sue Kinder from the Methodist Church was duly re-elected. That was the final meeting for two of our representatives – Christine Allard and Angela Love – who have now stood down. We will need to select two new representatives before the next meeting, at least one of whom will report back to PSC on CTSI matters.

During that meeting we made a case for a review of the constitution and how CTSI operates. Fr Karol has invited them to meet in our Parish Hall for their next meeting on Monday 5th March (all meetings have been at the Free Church in recent years). As part of the review and induction of our new representatives, I think it is worth having a PSC discussion at a future meeting on what exactly we want CTSI to do, and not do, to shape its future programme.