

## **Sacred Heart Parish PSC Meeting**

**Tuesday 2<sup>nd</sup> May 2017**

**19.30, The Presbytery 19 Needingworth Rd. St Ives.**

### **MINUTES**

#### **Welcome and opening prayer – Fr Karol**

**Present:** Fr Karol, Ellen Kemp, Tony Haddock, Elizabeth Barker (Chairman), Claire Downham, David Kerr (minutes), Rika Sanderson.

**Apologies:** Michael Read, James Howe, Carol Bewley, Magdalena Kania (Parish Secretary).

**Minutes of 27<sup>th</sup> February 2017:** The previous meeting minutes were accepted as correct subject to two corrections:

- On Divine Mercy Picture, the last sentence should add submission to the Diocese Liturgy Commission as well as the Historic Churches Commission. As an update on the current situation for these minutes of 2<sup>nd</sup> May Meeting, Fr Karol reported that approval had been received from the Liturgy Commission and the picture will remain in place.
- On Heritage Open Days the dates that we propose to participate on are correct but the last day – 10<sup>th</sup> September – is a Sunday, not a Monday as indicated.

**Action: David and Magdalena to update the previous minutes.**

#### **Matters Arising:**

##### **a. Parish guidebook and parish website updates:**

Fr Karol circulated an updated draft of the document (previously titled Welcoming Brochure) and a revised cover, which was generally welcomed. David Kerr referred to previous discussion of similar content on the web site, particularly that on groups in the parish, which also needs updating. He suggested that the web site content should be replaced by the final text

in the guidebook. In order to be sure that all the text on groups is fully up to date, it was agreed to circulate the text on groups to relevant group representatives one last time before finalising the guidebook. **Action: Fr Karol to send David the text in Word; David to circulate it to group representatives.**

- b. Update on GRAPEVINE:** Elizabeth reported that the June issue of the Grapevine is progressing well, with a number of adverts and articles already in hand. Each issue is now going to include a focus on one area of the parish and this one would be on Somersham. More articles are expected by the deadline of 28<sup>th</sup> May. **Action: Elizabeth and Grapevine Committee.**
  
- c. The Big Picture:** Elizabeth reported that the second half of the BIG PICTURE programme will run in groups starting on 4<sup>th</sup> May as quoted in the newsletter. The group at her home will run on six consecutive morning sessions; the other group, in the evenings at David's home, will have a break in the middle. Dates and venues will be reported weekly in the newsletter. **Action: Elizabeth and David**
  
- d. Proclaim!** - David spoke to his circulated report on progress in developing the Proclaim! programme, which will be (briefly) reported in the newsletter and in more detail in a Grapevine article. He noted that we should now refer to "lapsed" Catholics as "resting". The work on communications and visits to parishioners will require more extensive use of the parishioner database and he proposed to recruit volunteers to help with developing reports and with data entry and checking. He also suggested that increasing reliance on the internet for communication would make a volunteer webmaster an asset in all our work. The parishioner database would itself be a good source of potential candidates for these roles. More volunteers for involvement with the Churches Together in St Ives (CTSI) would also be helpful. Elizabeth mentioned that we should put CTSI meetings in the parish diary and avoid their meeting dates for PSC meetings in order to allow Fr Karol to attend and one of our

representatives to report back to PSC. **Action: David on articles, adverts and CTSI liaison.**

**e. Liturgy Matters:**

**5pm Mass Hymns:** This had been tried, but only once as the hymn sheets were taken away after the Mass. Discussion revolved around: producing new sheets, with clear instructions to leave them in church; reproducing the sheets used in the Bridge Chapel; use of the hymn books, but more would be needed; Fr Karol's shortage of time to take on the task and the possibility of Magdalena producing the sheets in the office.

**Good Friday Liturgy;** there had been some complaints about the full sung service on Good Friday, which mainly arose from the congregation's inability to participate. There was some sympathy for this position at the meeting: participation is important for involvement and keeping people's attention. This issue should be raised at the Parish Open Meeting.

**Microphones:** Fr Karol referred to problems of voice amplification at some services, which is caused by having two sets of microphones on the same frequency. He had been able to make some temporary improvements, but some professional support is required and, possibly a replacement system in the longer term.

**f. Northstowe –update:** Fr Karol reported that he had not had any news from the Bishop on how Northstowe (which is currently in our parish area) will be provided for as it grows. Elizabeth said that there was no news from the relevant inter-faith group either. This was a question that will have to be addressed as the town grows and the first houses are now occupied and the first primary school is built. It was suggested that Mike Fox, a parishioner who is closely involved with plans for secondary education in the new town be asked to speak to a future Parish Open Meeting.

**g. Healing Mass of the stillborn and deceased infants:** Elizabeth reported that this proposal had not progressed as the projected time of the service

was too long and at an unsuitable time for mothers with families. It should be considered again in the Autumn.

## **REPORTS:**

**Finance and Buildings:** Ellen presented the F&BC Report, which is attached to these minutes. She added that the timing of work on the Courtyard Project had been set out in detail for parishioners in a recent supplement to the newsletter. She also gave more detail of the investigations into the suspected drainage problem, further investigation of soil conditions and associated costs and insurance claims.

**Music: SVP: Religious Education: Social: 5pm:** Reports circulated from these groups were taken as read. The Religious Education report is attached to these minutes. Claire gave an oral report on 11 am Mass, which confirmed Elizabeth's comment that there are now 20+ children attending Children's Liturgy, and the new courtyard will be most welcome to accommodate them!

**Open Meeting Items:** Elizabeth proposed items on the Parish Open Meeting Agenda for 21<sup>st</sup> May as:

- Fr Karol's Report, including Divine Mercy devotion;
- Chairman's Report;
- Annual Accounts;
- Update on the Courtyard;
- Proclaim! (David said that he had to be away that weekend, but has now changed his plans and will be able to report in person.)

**PSC Membership:** Elizabeth advised that some members of PSC should be standing down at the end of their terms according to the constitution. Tony's term as 8 am Representative ends in November and his replacement should be considered at the September PSC Meeting and November Parish Open Meeting. Earlier changes include: Elizabeth to stand down as Chairman, to be replaced by Michael Read, but to continue attendance as ex officio Religious Education Coordinator; Michael to be replaced as 5 pm Mass representative (but staying as Chairman); Claire to be replaced as 11 am Mass representative; Rika to be replaced as Social Committee representative. We will therefore

need to advertise and seek nominations for new representatives for 5 pm and 11 am Masses and the Social Committee. It was agreed that vacancies will be filled at the Open Meeting on the 21<sup>st</sup> May. Suggested candidates to be asked were: Arthur Ryans for the 5pm Mass; Philip Spencer for 11am Mass and Ian Wallace as Social Rep. The positions will be advertised in the newsletter and an election held at the Open Meeting if there is more than one candidate.

The addition of other members was also discussed, for example, should we co-opt a Polish Community representative.

**Heritage Open Days – September 8<sup>th</sup> to 10<sup>th</sup>** : Michael had sent a written report about this event and a registration form had been submitted for these dates. He will be seeking volunteers as welcomers nearer the time. In discussion we were not in favour of the multi language leaflets that had been proposed at the local meeting.

#### **ANY OTHER BUSINESS**

**Thy Kingdom Come:** Elizabeth was contacted by Sue Kinder, who is the chairperson of Churches Together in St Ives (CTSI), about a speaker from our parish to lead one of the sessions of this initiative which will be held on 5 nights between the Ascension and Pentecost in the Methodist Hall. Either Fr Karol or Elizabeth will lead one of these discussions and they will discuss this later. (For further information, Elizabeth quoted their web site - <https://www.thykingdomcome.global/> - which describes them as: *Thy Kingdom Come is a global prayer movement, which invites Christians around the world to pray between Ascension and Pentecost for more people to come to know Jesus Christ. What started out as an invitation from the Archbishops' of Canterbury and York in 2016 to the Church of England has grown into an international and ecumenical call to prayer.*

**Fr Manuel's Departure:** Fr Manuel would be leaving the parish on 30<sup>th</sup> May. As he is a visitor and not an Assistant Priest, it was decided that there should not be a formal presentation, but we would wish him a fond farewell at the end of Masses and in the newsletter on his last weekend (27/28<sup>th</sup> May).

## **DATE OF NEXT MEETING**

The next meeting was fixed for Monday 18<sup>th</sup> September at the usual time and place.

David Kerr

16/5/17

**Sacred Heart Church,  
St Ives Parish**

**Report for the Parish Steering Committee on Tuesday 2<sup>nd</sup> May 2017  
from the Finance & Buildings Committee held on 6<sup>th</sup> March 2017**

**Courtyard Project:** Building work commenced on 24<sup>th</sup> April as scheduled and an update will be given at the meeting.

**Papworth Church:** Diocesan Trustees met on 2<sup>nd</sup> March, but planning constraints have not yet been resolved, therefore, a decision to dispose of the site is still awaited.

**2016 Quinquennial Review (QQR) – Remedial Action:** Following a visit by a Loss Adjustor on behalf of the Church's property insurance company it was agreed to conduct a CCTV drainage investigation survey and this was completed on 20<sup>th</sup> March.

Further action is required and this will be progressed by the F&BC at the next meeting on 15<sup>th</sup> May. (A report of *proposed* action will be presented at the meeting.)

**Annual Return & 2017 Budget:** The 2016 Parish Financial Return (for the 12 month period to December 31<sup>st</sup>) was submitted to the Diocese in February. Details of the parish financial position, including the 2017 budget, will be presented to parishioners at the Open Meeting on 21<sup>st</sup> May by Paul Kent, Parish Treasurer.

**Northstowe:** The committee discussed the potential implications of the new town being designated as part of St Ives parish, however, confirmation is awaited from Bishop Alan.

**Hall heating:** An email of 6<sup>th</sup> March from Elizabeth Barker, Chairman of the PSC & RE Coordinator, related to problems with heating the hall in February was discussed. The isolated problem had been due to a short circuit on an electrical socket in the hall kitchen which had been repaired promptly. The Parish Secretary had offered an apology to hirers of the hall affected by the heating problem. Mrs Barker's suggestion that a member of the F&BC be responsible for checking the hall prior to use by hirers was not endorsed by the committee.

Ellen Kemp  
Chairman F&BC  
April 2017

# **RELIGIOUS EDUCATION REPORT**

**MAY 2017**

During Lent six sessions of the Big Picture were held on Tuesdays. 29 copies of the Big Picture Book were sold but some parishioners chose to study the series at home. The remaining six sessions will be organised in two smaller groups, one morning and one evening beginning on 4<sup>th</sup> May in houses in St Ives and Hemingford Grey. The first six sessions mainly studied the Old Testament but the second block concentrate on the New Testament.

Twelve children are progressing in their studies for the Sacraments of Reconciliation and First Communion in June.

Our only Confirmation candidate, Will Matthews is studying with the group at St Laurence's Cambridge and will be confirmed on 26<sup>th</sup> June.

Numbers are increasing at the Children's Liturgy at 11am Mass with an approx. number of 20 children. Copies of the Wednesday Word for children is distributed for the children to take home.

Twenty-six ministers of the Eucharist attended A Day of Recollection on Saturday 18<sup>th</sup> March with Fr Bogdan MS as the speaker. Many of the Ministers commented that it was a worthwhile day. 32 Eucharistic Ministers renewed their commitment at the Mass on Maundy Thursday, April 13<sup>th</sup>, the remainder will be contacted to say that they should renew their commitment on the weekend of June 17<sup>th</sup>/18<sup>th</sup> The Feast of the Body and Blood of Christ.

There have been three enquires from those wishing to become Catholics and it is hoped to have an informal meeting in June with them before they begin the RCIA course in September.

ELIZABETH BARKER

RELIGIOUS EDUCATION COORDINATOR.