



Sacred Heart Church

Parish of The Sacred Heart, Flitwick

Minutes of Meeting of Parish Management Group
Thursday, 14th November 2013

Present

Canon Denis	Helen Burgess
Eamonn Diver	Maggie Dullaghan
John Flanagan	John Fletcher
Nicky Paterson	Deacon Philip Pugh
Suzanne Yates	

Apologies

Christopher McMellon	
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Agenda Item	Discussion/Decision	Action
1.	Fr. Denis opened the meeting with a prayer.	
2.	Apologies – as above	
	CAFOD Appeal for the Philippines was discussed and it was agreed that <ul style="list-style-type: none"> We would have the appeal on the weekend of 23rd and 24th November It would be advertised from the pulpit this weekend 	<ul style="list-style-type: none"> SY to get gift aid envelopes
3.	Minutes were passed and agreed that they would be published on website.	
4.	Matters Arising <ul style="list-style-type: none"> Lights have been replaced and there are spares available Note relights and locking up still to be done JFla raised the issue of Eucharistic ministers who did not open up wanting to stay on in the church after a service. It was decided that this would be discussed at the next Eucharistic ministers' meeting in the spring but for the time being – who ever opens up MUST lock up as it gives the church a clear audit trail if anything happens Storage – some work has been done in reorganising the altar servers' sacristy and there is now some more space. The first Holy Communion books still need to be looked at. Shed has been cleaned out but more things come 	<ul style="list-style-type: none"> CD and SY to do this To be discussed at next Eucharistic ministers' meeting HB to do this

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	<p>in</p> <ul style="list-style-type: none"> • SY contacted St Francis Kindergarten and Wendy Harris replied and said she had spoken to parents and would continue to remind them • We now only have the small votive candles 	
	<p>Life in the Spirit seminars finished last night and DP complimented the team and MD for their success. There was 40+ people at each evening some from other parishes and churches</p>	
<p>5.</p>	<p>Standing Items</p> <p>(i) Health and Safety JFle reported</p> <ul style="list-style-type: none"> - The large outside lights are programmed now for Saturday evenings only and , though it is difficult to work manually or to override - No other issues to report <p>(ii) Safeguarding JFla reported</p> <ul style="list-style-type: none"> • The new checking system is very difficult and is putting people off • JFla does not know if people have been approved as it is up to the individual to let the diocese know when they receive their approval and the diocese lets JFla know • JFla will start the next recheck in February 2014. This will be for people whose present certificates date from 2011 and 2012 <p>(iii) Pastoral Area Council DP reported <u>Account of Bishop's presentation to PAC on 17th October 2013</u></p> <ul style="list-style-type: none"> - The PAC covers the parishes of Biggleswade, Dunstable, Flitwick, Leighton Buzzard and Shefford - The bishop sees our PAC favourably. It has delivered what he has requested in 2013 which is a review of the original PAC plan prepared in 2010 and produced an updated plan for the next phase in its evolution. - We are also seen as one of the PACs which has responded constructively to the need to have contingency plans to cater for a situation where there are insufficient priests to cover all parishes. He stressed that although it had not been necessary to take us up on this so far that may 	

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	<p>well not be the case going forward.</p> <ul style="list-style-type: none"> - The good news is that the diocese does have men in the seminary undergoing training but it is too early to assess how many may see their training through to priesthood. - There are also an increasing number of Deacons being ordained or under training and that includes in this PAC. - Conversely the average age of our priests is rising and many will be looking to/need to retire within the next 10 years. - The bishop said that statistically England and Wales tended to have a higher ratio of priests to congregation than many other countries so even with fewer priests we would not be moving into completely uncharted waters. - He sees this challenge as an opportunity to explore a widening of the tradition ways in which parishes work, how we worship and support our faith. • DP said that the PAC is to prepare a review in response to Bishop Peter's presentation, this is to be completed on a years time. The PAC is to work closely with the parish • Much discussion followed the presentation of this report <p>(iv) Finance DP reported</p> <ul style="list-style-type: none"> • Hugh Davies to meet with Fr. Denis, DP, CM on 26 November • HD has had an energy survey done on the church and this will be discussed at this meeting • Discussion of the next instalment of TiF money will be also discussed • HD has arranged a meeting with JFlE to discuss gift aid and small donation scheme • Discussed the collection that are noted in the newsletter and noted that this seems to be going down but there are more standing orders. This should these be averaged out and put newsletter as well. 	<ul style="list-style-type: none"> • DP to contact CM about the review • DP to ask prayer groups to pray for vocations • JFla and DP to organise an Holy Hour for vocations • CD to ensure that there is a bidding prayer for vocations each week
6.	<p>Social Activities MB not available</p> <ul style="list-style-type: none"> • Talent Quest is not going to happen as BB has been promoted and does not have the time to organise • There is to be a celebration evening for the Life in 	

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	<p>the Spirit seminars on 4th December</p> <ul style="list-style-type: none"> • It was mentioned that people like to go out for a meal • There will be the Giving Tree again this year • There could be a Christmas raffle if we can get someone to organise it 	<ul style="list-style-type: none"> • DP is working on this
7.	<p>Using Social and New Media MD reported</p> <ul style="list-style-type: none"> • There has been a good response to our facebook page, with more people being reached and a number of likes • MD suggested that we add our facebook page information to the newsletter on a regular basis • DP thanked MD on behalf of the committee for the work she has done on getting our facebook page up and running and keeping it interesting with new posts • Tony Davis has done a lot of work on our webpage and DP recommended that we all have a look at this 	<ul style="list-style-type: none"> • SY to add to newsletter
8.	<p>Next meeting Thursday 9th January 2014 – at 7.30 pm Please send apologies to SY if you are unable to attend</p>	<ul style="list-style-type: none"> • SY to add TiF to the next agenda
9.	<p>Dates 2014 Thursday 13th March +AGM Thursday 8th May Thursday 10th July Thursday 11th September Thursday 13th November</p>	
10.	<p>AOB</p> <ul style="list-style-type: none"> • Parking – DP <ul style="list-style-type: none"> – There has been some concern about the new flats being constructed across from the church but DP has found out there are to be ten flats and fifteen parking spaces so we will monitor it and see how it goes – Need to remind people about using all the spaces before they park people in and if they have parked people in they should move their car before having tea etc – If an evening meeting is organised before the vigil Mass then it should be advertised in the newsletter so that people know that parking will be limited • Christmas Calendar - ED 	<ul style="list-style-type: none"> • SY to put note in newsletter

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	<ul style="list-style-type: none"> – It was agreed that ED would order some of the St Columba calendars • 2014 Calendar – DP – DP presented an outline of the calendar so far for next year • Young Readers - HB – It was agreed that the post-Communion group could read at Masses where appropriate • Catechists – HB – There will be a thank you to all catechists on 12th December 	
11.	The meeting close at 9.10 pm with prayers led by CD	