



Sacred Heart Church  
 Parish of The Sacred Heart, Flitwick  
 Minutes of a Meeting of the Parish Pastoral Council  
 Tuesday, 20<sup>th</sup> September 2016

**PRESENT**

Maggie Dullaghan	Helen Burgess
Eamonn Diver	John Flanagan
Siobhan Campbell	Deacon Philip Pugh
Diana Page	

**APOLOGIES**

Martin Brennan	Canon Bennie Noonan
John Fletcher	
Paula Bates	
Suzanne Yates	

Agenda Item	Discussion/Decision	Action
1.	SC opened the meeting with a reflection	
2.	Apologies – as above	
3.	Minutes were passed and agreed that they would be published on website.	• SY to send to TD
4.	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• SM presented an updated statement of accounts which included narrative on insurance costs as previously requested.</li> <li>• Proposal to move to providing accounts at tax year end confirmed as agreed by the Finance Committee and will be published on the website and copies available in the church</li> <li>• Agreed that AGM should move to May date to allow accounts to be presented</li> </ul>	
5.	<p><b>Focus Areas – DPP</b></p> <ul style="list-style-type: none"> <li>- <b>Resources–</b></li> <li>- <b>Financial Planning</b></li> <li>- A discussion took place in the context of the coming to an end of the Together in Faith (TIF) commitments for many parishioners. DPP confirmed that a Pastoral Letter was to be read shortly which would cover the planned requests from the diocese for fundraising and would include reference to material that was been prepared to support parishes in their fundraising efforts. It was discussed that our parish would be looking to launch some initiatives in this area in early</li> </ul>	

Agenda Item	Discussion/Decision	Action
	<p>2017. A view emerged that this area needs further consideration and discussion and perhaps some dedicated time to plan over the next while</p> <p><b>Parish 'Vocations'</b></p> <ul style="list-style-type: none"> <li>- SM opened the conversation that we needed to begin considering praying for vocations to the Diaconate in our parish. There is no evidence of any candidates emerging and a period of reflection in addition to 4 years formal training is required. The discussion widened to include and consider 'vocations' in the wider context of working/contributing to parish life. In addition the Pastoral Administrator role was discussed and the need for training to develop this important capability was important for the diocese to invest in particularly as parishes are likely to not have resident priests or deacons in the future.</li> <li>- Dedicated bidding prayers to be reworded and expanded to ensure they reflect this context. DPP to do an expanded piece on the role of the Deacon as distinct from the Pastoral Administrator to focus on this key role over the next few weeks</li> </ul>	<ul style="list-style-type: none"> <li>• <b>All need to pray about this</b></li> <li>• <b>Bidding prayers to be reviewed</b></li> <li>• <b>DPP to preach on the role of the Deacon at next available opportunity</b></li> </ul>
6.	<p><b>Standing Items</b></p> <p>(i) <b>Pastoral Area Council – Peter Leatherland</b> has been confirmed as Chair of the PAC</p> <p>(ii) <b>Health and Safety – JFle</b></p> <ul style="list-style-type: none"> <li>- DPP confirmed that the Audit had been extremely good and noted the excellent work of JFle in maintaining such high standards. A number of items for action have been identified and will be closed out</li> <li>- A copy of the documentation needs to be duplicated in the church going forward</li> <li>- Fire evacuation test to be carried out for classes using the St Francis Suite</li> </ul> <p>(iii) <b>Safeguarding – PB</b></p> <ul style="list-style-type: none"> <li>- Training to be a focus area at next meeting</li> </ul> <p>(iv) <b>Finance</b></p> <ul style="list-style-type: none"> <li>- Heating system upgrade was outlined and will be delivered using remaining of TIF fund (as per objectives originally agreed). Work will take 3 weeks beginning on Oct 3<sup>rd</sup></li> </ul> <p>(v) <b>Social Activities</b></p> <ul style="list-style-type: none"> <li>- Discussed social calendar as prepared by DPP</li> </ul> <p>(v) <b>Social Media – MD</b></p>	<ul style="list-style-type: none"> <li>• <b>SY to extend invitation to attend next PPC</b></li> <li>• <b>DPP to discuss with JFle</b></li> <li>• <b>DP to action</b></li> <li>• <b>SY to note to PB</b></li> </ul>

Agenda Item	Discussion/Decision	Action
	<ul style="list-style-type: none"> <li>- Facebook activity remains positive with almost 500 people reached weekly and 58 engaging, continues to be an important contact point and MD keen to keep new items of interest published.</li> </ul> <p><b>(vi) CTA&amp;F – HB</b>  <b>Next meeting.</b> Thursday 22 September at 7.30 pm at St Andrews. We are to be represented by HB and DPP.</p>	
7.	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>15 November</b></li> </ul>	
8.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>- <b>Repository</b></li> <li>- Our new volunteer is Therese Delahunt from Harlington</li>   <li>- <b>Catechists and Children’s Liturgy</b></li> <li>- The programmes are ready to go starting with the Communion programme the week before half term. There has been a very positive response to the appeal for Catechists to support the Communion and Post Communion programme with 4 new volunteers coming forward.</li> <li>- DPP has revised and updated our Sacramental Pathway document which will be made available in the church shortly outlining all the various programmes and details of how to contact the parish</li>   <li>- <b>The PPC wish to thank Fr Jay for his ministry during Canon Bennie’s holiday.</b></li>   <p><b>Pilgrimage to Our Holy Door is on 26<sup>th</sup> October 2016</b></p> </ul>	<ul style="list-style-type: none"> <li>• <b>SY to write a letter to CB to thank her for her work – confirm complete</b></li> </ul>
9.	SC closed meeting with a prayer	