



Sacred Heart Church
Parish of The Sacred Heart, Flitwick
Minutes of a Meeting of the Parish Pastoral Council
Tuesday, 29 November 2016

PRESENT

Paula Bates	Eamonn Diver
Siobhan Campbell	John Fletcher
Canon Bennie Noonan	Deacon Philip Pugh
Diana Page	Suzanne Yates
John Flanagan – guest	Anne Gadsden – PAC
Peter Leatherland – PAC	

APOLOGIES

Martin Brennan	Helen Burgess
Maggie Dullaghan	

Agenda Item	Discussion/Decision	Action
1.	DPP 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>Matters Arising</p> <ul style="list-style-type: none"> • Chairs – manufacturers say there is a fault in them and they will come and repair the backs and tops. Piling can be fixed with a razor • Discussion on evacuation procedure. Decided it should go in the newsletter three times a year, just before Christmas, just before Easter and once during the year. This to be announced at Mass and there should be one evacuation after Mass once a year. 	• SY to do this
5.	<p>Focus Areas</p> <p>Conversation about review of Pastoral Area Ground Plan</p> <p>Discussion of PAC Ground Plan by AG and PL</p> <ul style="list-style-type: none"> - PL sent report to SY - Discussion on what the PAC has done, priest plan, training, shared good practice, discussion of role of laity in parishes, Together in Faith (TiF), Justice and Peace. Review of 2010 ground plan. - This plan implemented at the death of Canon Denis and has gone fairly well. Both the Masses at Sacred Heart are holding up with 270 when First Holy Communion programme running and 	• SY to send on report

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	<p>about 230 on a regular basis</p> <ul style="list-style-type: none"> - Way Forward <ul style="list-style-type: none"> a) Updating of the ground plan particularly if there is a change in the number of priests available b) Community – how can this be maintained c) Number of new houses going up in the PAC area particularly in Ampthill and Flitwick. This leads to social changes and how they will affect our parish. How do the churches reach out to these new people? d) How can we encourage the youth? Our baptism, First Holy Communion and confirmation have had good numbers but how do we keep them? - Consultation paper from the finance people of the diocese. Looking at ways of increasing funds. Lot of discussion on how this would effect us. - Discussion on what we do with less priests - Importance of letting parishioners know what is happening and how it will effect them - <i>DPP Time Treasure and Talent</i> - Look at the reality of what the future will bring - PL talk of the need for transparency and to keep the parish updated - 2017 do we need a subcommittee to look at the next stage of the ground plan and what it means to Sacred Heart? This group would need to reflect on the challenges we face as a parish. When main points are ready these should be relayed to the parish. Then we should develop a mechanism so that parishioners can talk to the group such as setting up an email address related to this. 	<ul style="list-style-type: none"> • PL to send information to the PPC • <p>Suggested that the PAC needs to look at what the parish in the future will be like. Other ways of deploying priests and the implications of <i>Time, Treasure and Talent</i></p>
6.	<p>Standing Items</p> <p>(i) Health and Safety – JFle</p> <ul style="list-style-type: none"> - A document has been sent to CBN, signed by Hugh Davies, about insurers and risks in the diocese - We have had our audit and one item standing out was emergence lighting. HD is looking into lights to illuminate exits - There is to be a volunteer briefing on a laminated sheet about evacuations, first aid boxes, how to turn off power, gas, water etc. and also how to lift properly - Looking at the risk when visiting and to make sure users of the facilities are safe - Need to make sure users forms are up to date 	<ul style="list-style-type: none"> • SY to do this • JFle to give risk assessment clergy who will inform Eucharistic Ministers and users of the

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	<ul style="list-style-type: none"> - Lone working, looking at the risks and making sure people know where you are etc (ii) Safeguarding – PB <ul style="list-style-type: none"> - PB has completed the audit to the Diocese as requested. - PB is in the process of confirming a list with each group to ensure no body has been missed or added in error. PB to talk to DPP to go over and double check that on a Safeguarding front PB is aware of all activities where people might need a DBS - There are two DBS outstanding which were only recently submitted. - Computer Based Training (CBT) PB is plodding her way through the sections. It is very interesting. She had hoped she would of finished it by now but work, the Diocese audit, family and life have just gotten in the way. - Visiting clergy - with Fr. Michael's visit Deacon and PB have now established the protocol necessary after liaising with Diocese. - Finally at the end of January PB has a Safeguarding Training day. (iii) Finance <ul style="list-style-type: none"> - No report (iv) Social Activities <ul style="list-style-type: none"> - Discussed social calendar as prepared by DPP (v) Social Media – MD <ul style="list-style-type: none"> - There is not much to report on social media, and MD has been in America. It is serving it's purpose still, and many people still are engaging with it, and we have 122 likes. MB thinks this may increase over the Christmas period as more items are posted on there. (vi) CTA&F – HB <ul style="list-style-type: none"> - Reviewed: Mind Body and Soul Fayre. - Finance – The current situation: The present balance is £305.75. The costs this year were lower due to much material being produced by participating churches. - Remembrance 2016: Flitwick Service lead: St Peter and St Paul are on the rota for this. Wreath Layer at Flitwick: This is due to be Flitwick Methodist. Wreath layer at Ampthill: Ampthill Baptist will find a suitable person. - Planned Advent activities 2016 <ol style="list-style-type: none"> 1. Carol event in Ampthill Park 	<p>facilities</p>

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	2. Lights Switch on at Ampthill 3. Carols at Barclays Bank Flitwick 4. Christmas Tree Festival at St Andrew's: 5. Advent Sheep Trail in Ampthill: 6. Lenten and Easter Activities 2017. Lenten Prayer Spaces: The fraternal were happy for these to take place in 2017. 7. Walk of Witness 2017: 8. Sunrise service in Ampthill Park: ABC is the lead. 9. Pentecost 2017 in Ampthill: (v) Pastoral Area Council – PL (see section 5)	
7.	Next Meeting <ul style="list-style-type: none"> • 17 January 2017 	
8.	AOB <ul style="list-style-type: none"> - Repository person has had to pull out – let DPP know if you know of anyone who may be interested. 	
9.	CBN closed meeting with a prayer	