



Sacred Heart Church  
Parish of The Sacred Heart, Flitwick  
Minutes of a Meeting of the Parish Pastoral Council  
Thursday, 16 November 2017

**PRESENT**

Paula Bates	Helen Burgess
Siobhan Campbell	Fr. John Danford
Eamonn Diver	Maggie Dullaghan
John Fletcher	Nicky Paterson
Deacon Philip Pugh	Suzanne Yates

**APOLOGIES**

Martin Brennan	Diana Page

Agenda Item	Discussion/Decision	Action
1.	SY opened the meeting with a prayer and with the help of the group as Fr. John, DPP and SC were delayed by another meeting	
2.	Apologies – as above	
3.	Minutes were passed as a true record and <b>agreed</b> that they would be published on website.	<ul style="list-style-type: none"> <li>• <b>SY to send to TD</b></li> </ul>
4.	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• SC still needs to look at what we can do to assist the refugee crisis as discussed by Jim Aylward at the last meeting</li> <li>• SY still to ask all the groups to pray for Sacred Heart</li> </ul>	<ul style="list-style-type: none"> <li>• <b>These to be done as stated</b></li> </ul>
5.	<p><b>Focus Areas</b></p> <p>DPP explained to Fr. John that our usual process was to look at one of the focus areas for the PPC which are community, resources or formation each meeting but this meeting it was decided to look at the liturgical year ahead under the following areas</p> <ul style="list-style-type: none"> <li>† Year of Prayer and Vocations</li> <li>† World Meeting of Families – Ireland</li> <li>† Eucharistic Congress – Liverpool</li> <li>† Our Poland Pilgrimage</li> </ul> <ul style="list-style-type: none"> <li>• On first Sunday of Advent Bishop Peter will launch the <i>Year of Prayer and Vocation</i>. <ul style="list-style-type: none"> <li>– Sheet with all the areas to be prayed for each month was handed out</li> <li>– No prayer for peace included and no Marion</li> </ul> </li> </ul>	

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	<p>prayer</p> <ul style="list-style-type: none"> <li>- Perhaps could do something in May as it is Mary's month. Also have rosary in October</li> <li>- Walsingham pilgrimage on 9 June</li> <li>- We could do something with Leighton Buzzard (LB) as they have a strong justice and pace group</li> <li>- Suggested we link some of our groups to the months egg catechetics, prayer groups</li> <li>- HB and SY offered to work with DPP to plan our actions for the year</li> </ul> <ul style="list-style-type: none"> <li>• World Meeting of Families – Ireland <ul style="list-style-type: none"> <li>- This is being held in Dublin from 22 to 27 August 2018.</li> <li>- Bishop Peter is inviting families to take part.</li> <li>- HB and her family are hoping to go and are seeing if feasible</li> <li>- Bishop Peter is really motivated in trying to make this meeting really successful as he is Pope Francis's bishop for families</li> <li>- Pope Francis will be there</li> </ul> </li> <li>• Eucharistic Congress – Liverpool <ul style="list-style-type: none"> <li>- This is being held 7 to 9 September 2018.</li> <li>- Sheet with information handed out</li> <li>- We have four places and DPP is going and MD is interested</li> <li>- DPP invited members of PPC to show an interest and then it would be opened to all parishioners</li> <li>- Need to think about what assistance can be offered to participants</li> <li>- After Christmas when 6.00 pm Mass is finished there is a group who have suggested we have Adoration at this time</li> <li>- Meeting with Eucharistic ministers to discuss covering when Fr. John away and to see if we can continue with Wednesday evening service of the Word and Communion</li> </ul> </li> <li>• Poland Pilgrimage <ul style="list-style-type: none"> <li>- Fr. John will be attending</li> <li>- We have about forty people attending from both Sacred Heart Flitwick and Leighton Buzzard</li> </ul> </li> <li>• Any Questions <ul style="list-style-type: none"> <li>- SC discussed ways we could be more connected with the diocese and perhaps then be able to</li> </ul> </li> </ul>	

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	<p>have more activities</p> <ul style="list-style-type: none"> <li>- If more people attend any of the activities they could be asked to write a short review of the event to go in the newsletter</li> </ul>	
6.	<p><b>Standing Items</b></p> <p>(i) <b>Pastoral Area Council – PL</b></p> <ul style="list-style-type: none"> <li>• No report as meeting to be held later</li> <li>• Due to PL unavailability and the fact a number of members could not attend the last meeting was cancelled</li> <li>• PL to talk to Canon Bennie about where the PAC is going and how it will operate before the next meeting in January 2018</li> </ul> <p>(ii) <b>Health and Safety – JFle</b></p> <ul style="list-style-type: none"> <li>- Incident 10 November in Kitchen. During the ‘Young Uns’ session last Friday a child gained access to the kitchen and came into contact with the oven door, causing the safety glass to shatter. Fortunately the child himself was physically unharmed and did not require first aid treatment. All accidents/Incidents are required to be considered by the PPC. The general ‘Safe Working Instructions when working in the Kitchen’ have been modified to strengthen the requirements to monitor young children and to ensure that as far as is reasonably practicable that they do not gain access to the kitchen and that the use of the safety gate should be mandatory during ‘Young Uns’ sessions. <b>It may be prudent to issue a separate notice to the ‘Young Uns’ organisers and helpers to emphasise these requirements.</b></li> <li>- Review of Risk Assessments and Fire Risks It is a requirement that a review of both general risks and also fire risks are carried out each year, and as such the review was carried out earlier this month with minor changes made as appropriate. No significant issues in my view need to be considered by the PPC at this time.</li> <li>- Winter Preparedness It may be prudent in advance of any icy weather to make those who may need to open up the Church or St Francis Suite for Mass or any other reason aware of where the broom and snow shovel are kept, and that salt/grit is available outside the main Church front door.</li> </ul>	

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	<p>- General Monthly Safety Inspections Generally the inspections revealed a good level of tidiness and compliance with very few issues observed.</p> <p>(iii) <b>Safeguarding – PB</b> Not much to report on Safeguarding. PB has a new computer based system which she is very hopeful will make things easier for all concerned. PB plodding her way through the renewals currently has two outstanding DBS applications. PB to double check that the necessary Diocese session recording form is being used, no concerns just good practice.</p> <p>(iv) <b>Children Liturgy Report – PB</b> The micro sized team manage to cover most weeks. Most weeks we do not have a chaperone from the team but ask various parent(s) which is more that acceptable within guidelines. Attendance is low.</p> <p>(v) <b>Catechist Report – DP</b> Nothing to report from Catechesis side, too early to have anything formal Four reconciliation candidates</p> <p>(vi) <b>Finance – no report –</b> 100 club has 114 members and £1700 in bank</p> <p>(vii) <b>Calendar of Events and Social Activities – no report</b></p> <p>(viii) <b>Social Media – MD</b> We have had a constant number of people being reached and being engaged. The excel spreadsheet is very interesting to view online but as 32 pages no ideal to print. It contains some very good information</p> <p>(ix) <b>CTA&amp;F – HB</b></p> <p style="text-align: center;"><b>LENTEN PRAYER SPACES 2018</b></p> <table border="0"> <tr> <td>17 February</td> <td>Amphill Methodist</td> <td></td> <td></td> </tr> <tr> <td>24 February</td> <td>St Peter and St Paul</td> <td>I am the bread of life</td> <td>(John 6:35)</td> </tr> <tr> <td>3 March</td> <td>Flitwick Methodist</td> <td></td> <td></td> </tr> <tr> <td>10 March</td> <td>Sacred Heart</td> <td>I am the vine</td> <td>(John 15)</td> </tr> <tr> <td>17 March</td> <td>Amphill Baptist</td> <td>I am the light of the world</td> <td>(John 8:12, 9:5)</td> </tr> <tr> <td>24 March</td> <td>St Andrews</td> <td>I am the good shepherd</td> <td>(John 10:11,14)</td> </tr> </table> <p>Remembrance 2017</p> <p>a) Flitwick Service lead – Flitwick Methodist: Graham will lead.</p> <p>b) Wreath Layer at Flitwick – Sacred Heart:</p> <p>Walk of Witness 30 April – HB on planning team</p>	17 February	Amphill Methodist			24 February	St Peter and St Paul	I am the bread of life	(John 6:35)	3 March	Flitwick Methodist			10 March	Sacred Heart	I am the vine	(John 15)	17 March	Amphill Baptist	I am the light of the world	(John 8:12, 9:5)	24 March	St Andrews	I am the good shepherd	(John 10:11,14)	
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	Pentecost 2018 in Flitwick – 20 May – St Peter and St Paul to lead	•
7.	<b>Next Meeting – 11 January.</b> <ul style="list-style-type: none"> <li>• <b>Apologies to SY</b></li> </ul>	
8.	<b>AOB</b> <b>Nicky Paterson</b> <ul style="list-style-type: none"> <li>• Nicky Paterson is keen to return to the PPC. She is particularly interested in developing our community programme</li> <li>• NP has had an afternoon tea with the Catholic in her village over the last few years</li> <li>• Idea is to encourage three other villages to try to do it next year. NP would help. Perhaps they could be held late spring, summer and early autumn</li> </ul> <b>Website</b> <ul style="list-style-type: none"> <li>• This is being updates at the moment and hopefully we will be able to keep it fresh</li> </ul> <b>2017/18</b> <ul style="list-style-type: none"> <li>• The year has a number of things happening but if we plan carefully we may be able to other things</li> </ul> <b>Numbers</b> <ul style="list-style-type: none"> <li>• We have to do a head count at all Masses in October for the diocesan census. We have done it the month before and will keep going for a while. We are about forty less than last year and may be even less when the Saturday evening Mass finishes.</li> <li>• Mass on Friday is changing to 10.00 am so some of our older or infirmed parishioners can come to Mass.</li> </ul>	
9.	Fr. John closed meeting with a prayer	