



Sacred Heart Church  
 Parish of The Sacred Heart, Flitwick  
 Minutes of a Meeting of the Parish Pastoral Council  
 Tuesday, 31 January 2017

**PRESENT**

Helen Burgess	Siobhan Campbell
Eamonn Diver	Maggie Dullaghan
Canon Bennie Noonan	Deacon Philip Pugh
Diana Page	Suzanne Yates

**APOLOGIES**

Paula Bates	Martin Brennan
John Fletcher	

Agenda Item	Discussion/Decision	Action
1.	CBN opened the meeting with a Prayer	
2.	Apologies – as above	
3.	Minutes were passed 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.	<b>Matters Arising</b> <ul style="list-style-type: none"> <li>• For note – Bishop Peter will visit the parish in June, further details to follow</li> </ul>	
5.	<b>Focus Areas</b> <b>Formation</b> <ul style="list-style-type: none"> <li>- All going well</li> <li>- There are the Story bags which have just started</li> <li>- First reconciliation will be on 4 March. About twelve children doing this. Parents are encouraged to go as well</li> <li>- First Holy Communion, again about twelve children. There have been some issues with illness in the catechists. The children seem more engaged in the programme which includes bible stories and activities. Parents also seem to enjoy it.</li> <li>- Post-communion is going well, numbers vary from week to week</li> <li>- Pre-communion numbers are very low</li> <li>- Children’s liturgy on Saturday night not very well attended.</li> <li>- Little Un’s is not happening at the moment as we cannot get anyone to make a commitment to it</li> <li>- DPP commented on how much work DP had done in this communion and post-communion groups but</li> </ul>	<ul style="list-style-type: none"> <li>• <b>This to be paused until after Easter</b></li> <li>• <b>DPP to email PB re this</b></li> </ul>

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	<p>we are short of catechists</p> <ul style="list-style-type: none"> <li>- Towards the end of the programme when we get all the catechists together we will talk about the future</li> <li>- Post-confirmation – five attending the Luxor Retreat and six are going to Wembley Arena for National Youth Day</li> <li>- Going to need catechists for confirmation group which will start in November for 2018</li> <li>- Adult Formations – there will be sessions in Lent on <i>Participation in the Mass</i> will encourage parents of children in formation groups attend</li> <li>- Looking for something on Adult reconciliation later in the year</li> <li>- Quiet Day prayer stations went well with twenty plus attending</li> <li>- Lenten Prayer space on 11 March as part of CTA&amp;F Lenten programme</li> </ul> <p><b>Ground Plan</b></p> <ul style="list-style-type: none"> <li>- Sub-group to review existing plan over the next few months in advance of Bishop Peter’s visit in June. DPP has asked Peter Leatherland (PAC Chair) to be on the group with SC and DPP and they will coop other members of PPC where necessary</li> <li>- A process to ensure there are clear communications to the parish needs to form part of the work of the sub-group</li> <li>- The group will look at all the options and these will come back to PPC and then to the parish. Suggested we try and find someone outside the parish who may be able to look at the situation differently</li> <li>- Impacts on running costs and income to be considered <b>Fund Raising</b></li> <li>- Perhaps welcome new parishioners and invite to join our parish giving</li> <li>- Need to find best way to communicate with parishioners re finance, link money to a purpose</li> <li>- Welcome Pack to be finalised</li> </ul>	<ul style="list-style-type: none"> <li>• <b>DPP to prepare and Catherine Davies to set up</b></li> <li>• <b>Need to look at what needs to be prepared for this meeting</b></li> <li>• <b>DPP and SY to look at this</b></li> </ul>
6.	<p><b>Standing Items</b></p> <p>(i) <b>Health and Safety – JFle</b> No report</p> <p>(ii) <b>Safeguarding – PB</b></p> <ul style="list-style-type: none"> <li>- PB attended (along with 100 others) the Diocese Annual Safeguarding conference on Saturday. It was very interesting and informative.</li> <li>- PB was also given a few leaflets to display at church in respect of Internet Safety for Children. This information is also accessible online and if acceptable I would like</li> </ul>	

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	<p>to sign post this resource in the Bulletin and Facebook page over the next few weeks (space permitting).</p> <ul style="list-style-type: none"> <li>- PB has one DBS check outstanding which is likely to be dealt with in the next week or so based on previous applications.</li> <li>- PB now have a revamped list of current parish members who have a DBS. Over the last 6 months and has been working with the diocese to remove anybody who no longer needs clearance. I intend this coming week to confirm with Deacon, JFla (for SVP), DB etc to ensure the list is up-to-date.</li> <li>- Once PB has completed that task she will tackle the renewal of anybody who had a DBS application three years ago. The Dioceses request each is renewed. This had been put on hold by the Diocese as PB understand they were concentrating on new volunteers applications. A DBS does not expire, it is best practice to renew them every three years. This is work in progress and PB will provide an update each meeting.</li> <li>- Finally PB will contact DPP separately to ensure that she is aware of each and every group. So she can ensure each group has the appropriate Safeguarding measures in place. PB is confident that they are but at the conference they have suggested we have an annual meeting.</li> </ul> <p>(iii) <b>Finance – No report</b></p> <p>(iv) <b>Social Activities</b></p> <ul style="list-style-type: none"> <li>- Burns Night cancelled as not many takers</li> </ul> <p>(v) <b>Social Media – MD</b></p> <ul style="list-style-type: none"> <li>- Report presented to group</li> </ul> <p>(vi) <b>CTA&amp;F – HB</b></p> <ul style="list-style-type: none"> <li>- CTAF meeting held at 7.30pm at Sacred Heart Church on 3 January 2017</li> <li>- St Marys Maulden not going to get involved with CTAF</li> <li>- Anita Nancollis from BEC will be invited to the next meeting to tell us of her work.</li> <li>- <b>‘Finance a) The current situation:</b> The accounts for the year were presented. Concern was expressed that we had spent more over the year than our income. This was due to extra events taking place and some items being bought in bulk for cheapness. It was suggested that a budget be placed on events but due to the uncertainty of some of the overheads eg if the Ampthill Town Band is needed or not, this proves to be difficult. The secretary will seek to get goods at as reasonable a price as possible. It was agreed to ask</li> </ul>	

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	<p>those attending the Walk of Witness for a contribution for the refreshments. The present balance is £210.75.</p> <ul style="list-style-type: none"> <li>- <b>Remembrance</b> – All reports good.</li> <li>- <b>Advent a) Christmas Tree Festival at St Andrew's:</b> Excellent - The amount raised was estimated to be between £1200 and £1500.</li> <li><b>b) Lights switch on at Ampthill and Flitwick:</b> Mince pies, Christmas tracts and conversations distributed and successful.</li> <li><b>e) Christmas Services at the Churches:</b> All reported very good attendances at the various services, some even being so full that people had to be turned away.</li> <li><b>f) Sheep Trail in Ampthill:</b> Enjoyed and Successful</li> <li>- <b>Women's World Day of Prayer:</b> 3 March, Ampthill, St Andrews 10.30am, Flitwick, Flitwick Methodist at 7.30pm.</li> <li>- <b>Lenten Prayer Spaces:</b> organised and dates sent to Churches, Sacred Heart 11 March Theme Large crowds following Jesus</li> <li>- <b>Easter Events 2017: a) Good Friday Walk of Witness: b) Sunrise Service: c) Easter Services required for Publicity:</b></li> <li>- <b>Mind Body and Soul Fayre:</b> It was agreed that we send £83 to cover the cost of the stall.</li> <li>- <b>Pentecost Celebration:</b> This year it is at Ampthill. Task group due to meet soon.</li> <li>- <b>United Service:</b> There is to be a Unity service at Sacred Heart on 22 January at 3.00pm. Publicity will be going out.</li> <li>- <b>Studies:</b> Helen is writing a paper on 'Ecumenicalism in our local area' as part of her course of studies.</li> <li>- <b>Christian Aid Week:</b> This will be 15 – 21 May</li> <li>- <b>Next meeting:</b> Thursday 25 May at 7.30pm at Ampthill Methodist</li> </ul> <p>(v) <b>Pastoral Area Council</b> – no report</p>	
7.	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>30 March</b></li> </ul>	
8.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>- <b>New dates agreed upon</b> – last Thursday of every second month</li> <li>- <b>Christian Aid Week – ED</b> – Sacred Heart to host service on 14 May</li> <li>- <b>Concern about people collecting.</b> Suggested with give out information at church so people can give on line</li> <li>- Discussed that part of Lent was to give up something and perhaps give time to collecting would be good</li> </ul>	
9.	<p>DPP closed meeting with a prayer</p>	

