



Sacred Heart Church
Parish of The Sacred Heart, Flitwick
Minutes of a Meeting of the Parish Pastoral Council
Thursday, 10 March 2022 by Zoom

PRESENT

Jim Aylward	Helen Burgess
Mick Fagan	John Flanagan
John Fletcher	Fr. Jerry Manomey
Cassie Wood	Roger Wilshaw – Chair
Suzanne Yates	

APOLOGIES

Sue Barley	Paula Bates
Hugh Davies	Peter Leatherland
John McNeil	

Agenda Item	Discussion/Decision	Action
1	Opening prayer said by Fr. Jerry	
2	Apologies – as above	
3	Minutes of January meeting to go on website	<ul style="list-style-type: none"> • SY to add to website
4	Matters Arising Note to readers to speak into microphone Send out calendar Synodal response – if people cannot print a copy ask SY Large TVs – what is happening	<ul style="list-style-type: none"> • SY to email • SY to email • SY to put on website and a paper copy in foyer • SY to ask HD
5	Focus Area Synodal Church Suggested that Fr. Jerry may like to speak on some of the themes that have come up in our response <ul style="list-style-type: none"> • Divorce • LGBT • Abuse • Women's ministry RENEW Suggested that RW send out link to the survey with a short report.	<ul style="list-style-type: none"> • RW to do this

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	<p>RW and SY to look at responses</p> <p>At next meeting discuss both Synodal response and Renew report</p> <p>MF spoke about what they had done at Woburn Sands</p> <p>Discussion about Tea and Coffee after 11.00 am Mass.</p> <p>Discussion on how we could inform parishioners what we do in all our groups. Talk of publishing each month 2 ideas from each group</p>	<ul style="list-style-type: none"> • SY to do this • SY to send both with minutes • HB and CW to do it on Mothers' Day
6	<p>Standing Items</p> <p>(i) Health and Safety – HD</p> <p>After many years of carrying out the role of Health and Safety Co-ordinator John Fletcher has stepped down. His role will be taken by me. We are grateful to John for his hard work and professionalism- all the systems have been so well set up that it will make it easy for me to carry on his work.</p> <p>Following the last checklist, which John and HD did together, there were a number of points that needed attention:</p> <ul style="list-style-type: none"> • New heater needed in toilet in Canon Denis room. <i>Completed</i> • Replacement light in Canon Denis room. <i>Completed.</i> • Replacement lights in sacristy. <i>Completed.</i> • Re-lay uneven paving slabs to front of church. <i>Completed.</i> • Re-lay uneven paving slabs to path between back door of church and St Francis Suite- due to be complete by 10th March. <p>In attention the annual PAT testing and servicing of fire extinguishers has been completed together with the annual boiler service and safety check.</p> <p>The annual Health and Safety return to the Diocese is due at the end of March so is now in preparation.</p> <p>(ii) Safeguarding – PB</p> <p>good practice is to renew all DBS certificates every 3 years. With the restrictions of COVID PB lost over a year so virtually all current volunteers that require a DBS are to be renewed. PB has currently have nearly 30 DBS renewals and 2 new applications.</p> <p>Inevitable some volunteers are slower than others to reply and PB is chasing as necessary since January. PB has been keeping the Coordinators/Leaders of the groups updated with my progress.</p>	

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	<p>Going forward, PB will be explaining to all Coordinators/Leaders of groups that any new volunteers will need 2 references and new applications will be required (excluding the SVP who kindly obtain the references in advance of forwarding the DBS applicant details).</p> <p>(iii) Children Liturgy Report – PB At the moment it is just PB and Carmel who have offered to help. PB has not approached anyone else.</p> <p>(iv) Catechist Report. The FHC programme is progressing well with a good number of children to be ready for first reconciliation in February. Confirmation has started</p> <p>(v) Finance – Hugh Davies The Appeal On the second Sunday in Lent, will see an appeal at all Masses. This is at the request of the Bishop David. In essence it has been instigated by the Diocese to help overcome some financial problems. Apart from occasional legacies the only income the Diocese gets is through the levy it imposes on parish offertory and a small number of special collections like those for Priests training and sick and retired clergy.</p> <p>Given the significant reduction in income to the diocese during the pandemic where churches were closed and the sharp rise in the cost of maintaining the Curia and the number of priests requiring nursing home care the diocese is short of money. It believes the solution to this is to urge parishes to increase their income so that the diocese makes more money through the levy- they are also going to increase the percentage of the levy.</p> <p>Our parish income mainly comes in three ways: standing orders, Gift Aid envelopes and money in the plate. All three of these have reduced over the last two years and our costs, particularly utilities, are rising probably significantly.</p> <p>So, it's to our benefit too that we have an appeal. The last appeal was by Fr. Denis over 10 years ago, so we don't do this lightly but generally most people give at the same level year after year and occasionally need reminding that the running costs of a parish go up every year.</p> <p>Given current events the timing of this appeal is unfortunate but that couldn't be predicted.</p> <p>Offertory.</p>	

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	<p>Since we have reintroduced the use of collection baskets our offertory has increased by nearly 50% so this is good news.</p> <p>Use of the cashless giving machine is also increasing.</p> <p>Other matters</p> <p>After more than 25 years of preparing the financial quarterly returns required by the diocese Adrian Hamilton is stepping down. We owe him a huge debt of gratitude. Although not as long as Adrian, John Fletcher has for many years been our Planned Giving Officer sending in returns to the Diocese so that they can claim Gift Aid for us. John also wishes to step down and, as with Adrian, we owe him a big debt of gratitude. Both men have carried out their roles in a professional and diligent manner.</p> <p>The problem now is how do we find replacements for them? Both have agreed to complete the returns for the quarter ending in March, so we have to find replacements by June at the very latest.</p> <p>I think I have identified someone to take John's role, but I have not yet spoken to them which I suggest is the next step. I will produce job descriptions for both roles and circulate them so that people can make suggestions for other suitable candidates to be approached.</p> <p>(vi) PAC We need a new representative</p> <p>(vii) Calendar of Events and Social Activities – SY. New calendar sent out</p> <p>(viii) Social Media Still need to be progressed</p> <p>(ix) CTA&F – HB 20 people attended the last meeting. Tea, coffee and croissants were available at the start of the meeting.</p> <ol style="list-style-type: none"> 1. The meeting opened with prayer, and a minute silence for the situation in Ukraine. 2. CTAF Website? <i>John Stafford volunteered to set up a website, with Debbie Lewis providing content</i> 3. Details of Lent courses, services being run by the churches in Ampthill & Flitwick <i>Churches website and contact number list to be sent to local publications (Around the Pump / Fuddler etc.)</i> MA 4. Prayer Spaces, King's Arms Garden, Palm Sunday, 10th April 2.00 pm – 4.00 pm <i>Please see email sent requesting helpers</i> 	

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	<p>5. Planning for World Day of Prayer, 4 March <i>All welcome to Flitwick Methodist Church this Friday at 7:30 pm</i> <i>Concerns expressed that there was no morning service this year in Ampthill. This to be considered for 2023</i></p> <p>6. Planning for Walk of Witness, Friday 15th April 2022 <i>10.00 am start at St. Andrew's, finishing at Ampthill Baptist Church</i> <i>Volunteers required wearing hi-vis to act as stewards</i> <i>Marjorie, Debbie B, Debbie L and Beverley to meet to finalise plans</i></p> <p>7. Planning for Sunrise Service, Easter Day, 17 April 2022 <i>6.00 am in Ampthill Park. Silas Wood, Methodist minister to lead the service.</i></p> <p>8. Planning for summer term event (MA) <i>Discussion about incorporating this into the Jubilee weekend celebrations already planned by Ampthill and Flitwick town councils, Sunday 5 June 2.00 pm - 4.00 pm. Suggestion of a stall with stone scripture writing / painting activity and to distribute to areas of need in our communities. MA to investigate possibilities</i></p> <p>9. Appointment of Chair, Secretary and Vice Chair <i>All happy with the current positions</i></p> <p>10. Accounts <i>All agreed to request normal payment from member churches this year</i></p> <p>11. Any other business</p> <ul style="list-style-type: none"> ○ <i><u>Prayer for Ukraine.</u> St. Andrew's and SS Peter and Paul are open all day and on Ash Wednesday there is a call to prayer for peace and the people of Ukraine. Debbie L published a flyer for Ampthill. Info FB page to encourage community to join in reflection</i> ○ <i><u>Christian Aid.</u> Debbie L and Helen B agreed to host a breakfast to raise funds for and begin the week of Christian Aid at Sacred Heart, Flitwick on Saturday 14th May. This will also act as CTAF next meeting</i> <p>12. Date of next meeting, Saturday 14 May at 9.00 am, at Sacred Heart, Flitwick</p> <p>(x) Mothers' Prayers – no report</p> <p>(xi) Living Simply JA JA has planted 3 apple trees and 1 cherry tree donated by Carmel and John Water feature has been installed and memorial garden in front of Ros' seat started. Need to renew our pledges. Walk for Water to be held on 18 June</p>	

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7	Meetings 2022 <ul style="list-style-type: none"> Meetings to change to third Thursday of the month. Next meeting will be 19 May 2022 	
8	AOB <ul style="list-style-type: none"> Sacred Heart Flitwick 40th anniversary events. The anniversary year will commence formally with Mass said by Bishop David at 12 noon on 24 June 2022, the feast of the Sacred Heart, and will close formally one year later on the same feast day with Mass celebrated by Bishop David at 7.30 pm. Both events will be followed by refreshments, and both have been booked with the bishop. From the first date we will be offering for sale a souvenir booklet which picks up from the 25th anniversary booklet and records the last 15 years in photos and words. A first draft has been prepared by Hugh with input from Suzanne and has been circulated to Fr. Jerry, Deacon Philip and some of the longest serving parishioners to check for accuracy. Leemoll publishing have been appointed to prepare the booklet and they are currently considering layouts and artwork which will be submitted to the PPC for approval within a few weeks. Before retiring Deacon Philip had made a tentative arrangement with Special Pilgrimages for a pilgrimage in May 2023 to the site of the initiation of devotion to the Sacred Heart in Paray-Le-Monial in France. This will include visits to the Abbe de Cluny and Taizé. Hugh is now in discussion with them and awaiting price comparisons of travelling by plane or train. We hope to have this information and start publicising after Easter. We plan to have a pilgrimage to Walsingham in the summer so we need to agree some possible dates as soon as possible so we can book something with Walsingham. As well as spiritual events we ought to give some thoughts to social events so any ideas would be welcome. Funds from the 200 club have been used to remove the artificial surface from the back of the Canon Denis room, rotovate the area and top and trim the surrounding conifers. Jim Aylward and the Gallaghers are now planning how best to use this area in following the Live Simply initiative started by Pope Francis. Early thoughts are planting of trees and involving parish children in other planted areas. A donor has made funds available for an external Sacred Heart Banner to be affixed to the Canon Frank 	<ul style="list-style-type: none"> Need to advertise soon Need to advertise

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	<p>room. It follows the style of the banner we use most of the year inside the church and was designed by the nuns of Turvey abbey. This will be erected shortly.</p> <p>Hugh has found music for a Mass of The Sacred Heart which he will start teaching people from this Sunday perhaps learning one new part every few weeks so that by June we have learned the whole Mass.</p> <ul style="list-style-type: none"> • Large TV screens are working on this – more information at next meeting – still needs to be discussed • Men's Breakfast – to be held in July • A special thank you was expressed to Adrian Hamilton and John Fletcher for their hard work over the years • RW to retire in June so need a new chair ASAP • Fr. Jerry thanked Anne Gadsden for her RCIA work in preparing Adam to be received into the church at Easter. He also thanks JFla for his work in the nursing homes. He thanked Cassie Wood for the work she and her team have done with reconciliation and First Holy communion 	<ul style="list-style-type: none"> • SY to send cards of thanks
9	Meeting closed with a prayer led by FJM	