



Sacred Heart Church
Parish of The Sacred Heart, Flitwick
Minutes of a Meeting of the Parish Pastoral Council
Tuesday, 17th January 2023

PRESENT

Myriam Rincon	Fr. Jerry Manomey
Helen Burgess	Peter Leatherland
Siobhan Lees	Kath Greenwood
Mick Fagan	

APOLOGIES

Jim Aylward	Maureen Graham
John McNeil	Hugh Davies
	Cassie Wood

Agenda Item	Discussion/Decision	Action
1	Fr. Jerry opened the meeting with a prayer.	
2	Apologies – as above	
3	Minutes of November meeting approved and can go on website	
4	Focus Areas for PPC – Fr. Jerry shared his vision <ul style="list-style-type: none"> • Provide opportunities for parishioners of all ages to grow in holiness and enrich the quality of parish life. • Identify new ways to connect with young people • Raise the awareness of church activities with new parishioners. • Show that we are a caring church by being kind to each other in all that we do. • Create opportunities to grow number of people who do volunteering for the church. • Search out and respond to needs, hopes and ideas of parishioners. 	
5	Matters Arising <ul style="list-style-type: none"> • Review of Christmas Celebrations 2022. Feedback gathered from parishioners indicated that they were all very pleased with the various Christmas celebrations that took place. • Parish Anniversary activities 	

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	<ul style="list-style-type: none"> ○ Bishop David will be visiting The Sacred Heart Church on March 11th • PL requested that the readers' lectern be adjustable so that everyone can access the mic and be heard when reading • Social Media. To date there has been no response to our call out for a parishioner to step forward to handle social media for the church. It was agreed that we need to get some direction from the diocese regarding social media strategy before we start posting, pinning, and tweeting! • Discussion over the existing Sacred Heart website took place and some members felt that the website needs an overhaul and to look more modern. 	<p>Fr. Jerry will mention this when he has the readers' meeting</p> <p>SL</p> <p>JMcN and SL to review and make proposals and budget request</p>
6	<p>Standing Items</p> <p>(i) PAC - JMcN - No report</p> <p>(ii) Health and Safety Report– HD Monthly checks continue but no issues have arisen. We submitted our annual Fire Risk Assessment to the Diocese who were impressed with its format and completeness. (the format was prepared by John Fletcher)</p> <p>(iii) Safeguarding – PB No report</p> <p>(iv) Children Liturgy Report – CW There are eleven children currently preparing for the Sacrament of Reconciliation on the 25th February. It's all going well.</p> <p>(v) Catechist Report. KG Sacred Heart, Flitwick Children's Liturgy January 2023 Children's Liturgy continues to take place during the 11am Mass. During Advent the Children's Liturgy group adopted the theme 'Making a cake for Jesus'. A display was created on the board at the back of church and we added additional art work over the 4 weeks of Advent. On Christmas eve the display was changed to 'Happy Birthday Jesus' with the children being encouraged to write on a gift label what present they would give to the baby Jesus. The group is led by Kath Greenwood and we rely on additional help, usually a parent to be the second adult to fulfil Safeguarding regulations.</p>	

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	<p>The number of children attending fluctuates week by week. Although overall the attendance has increased. The largest number attending was 12 and the lowest number has been 2. I am still hoping for volunteers to help or leader so that each Sunday, I know the group will be adequately covered. I am due to attend Children's Liturgy of the Word Training in February organized by the Diocese. During Advent I also organized Advent Stations of the Cross for children. The attendance was very low but I did have help from a post confirmation candidate and a youngster from last year's First Holy Communion class.</p> <p>Kath Greenwood Children's Liturgy Co-ordinator</p> <p>SVP – MG SVP Conference Report, Sacred Heart Church, Flitwick</p> <p>January 2023 Quarterly Report</p> <p>Having had nearly six months as President, the conference is running smoothly with weekly or two weekly meetings mostly on Zoom. We continue to befriend people in their homes and now two Care Homes are a big part of our work.</p> <p>Our Annual Appeal in September was a huge success and we thank all our parishioners who were so supportive.</p> <p>We held a Coffee Morning at Flitwick Village Hall in October to spread the word about the SVP and to support the local community.</p> <p>In Advent we had a 'Giving Tree' where our wonderful parishioners donated toiletries, warm hats, gloves, scarves, underwear, socks and chocolate bars for the homeless at SMART in Bedford and NOAH in Luton. Over 1075 items were donated which was so appreciated by both homes.</p> <p>We are meeting for lunch this Friday at a members house to help bind our work and friendship.</p> <p>8 Full members, 3 Inactive, 1 Auxiliary.</p> <p>Maureen Graham SVP President Sacred Heart Church, Flitwick</p> <p>(vi) Finance – HD Standing Orders continue at a healthy level. Basket collections have improved slightly. Gas and Electric bills are still eye wateringly high.</p>	

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	<p>Peter Leatherland is doing an excellent job of completing the quarterly financial returns to the Diocese.</p> <p>The Finance Office at the Diocese has sent us a complicated budget form for completion by 10th March. Peter and I will endeavour to complete it. Part of the exercise is for Fr Jerry and the PPC to have an input so I will circulate my own initial thoughts so that can be used as a 'springboard' for the thoughts of others.</p> <p>(vii) 200 Club - PL</p> <p>Our New Year start on February 1st . An email is being prepared for issue to all members to remind them that their membership renewal will, where appropriate, be automatically made by standing order from their account. Any others will be advised of how payment can be made.</p> <p>We currently have 129 numbers issued, having lost some members over the last two years. New members are always welcome, as are existing members who want to subscribe to additional numbers. All enquiries should be directed to me.</p> <p>A recent change that has been introduced is the payment of quarterly bank charges amounting £16 per quarter - £64 annually. This equates to 5 1/2 members subscriptions lost to the parish. Nothing we can do about it. I have therefore decided that reluctantly we must return to our original prize distribution of £25, £15 & £10 -£50 per month. This will also mean that more of the funds are available to the parish.</p> <p>All of this will be advised to members as well as included in the Parish bulletin.</p> <p>Peter Leatherland</p> <p>(viii) Property Report - HD</p> <p>All gutters have now been cleaned as required by our insurers. All fire extinguishers have had their annual check and PAT testing is complete to all buildings.</p> <p>I have found a firm that re-cycles sanctuary lamp plastic cases and the metal votive candle bases. (of which we use a large amount). I have dispatched three large boxes of the above to the firm. The woodwork to some parts of the church and presbytery needs attention so I will obtain quotes.</p> <p>I will also get quotes for a high level clean in the church which is now due.</p> <p>(ix) Calendar of Events New calendar sent out</p> <p>(x) Social Media Still needs to be progressed,</p> <p>(xi) CTA&F – HB</p> <p>CTAF haven't met since we last met. So, no need for a report.</p> <p>Dates to highlight:</p> <p>1. Week of Prayer for Christian Unity January 19th, 7pm on line.</p>	

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	<p>2. CTAF Breakfast and meeting Jan 28th 9am St Peter and St Paul Flitwick All welcome.</p> <p>3. Ecumenical Retreat Turvey Abbey March 25th 10.30am - 3pm</p> <p>(xii) Music – HD No update</p> <p>(xiii) Pilgrimages – HD No updates</p> <p>(xiv) Social Activities - JMcN No updates</p>	
7	<p>Next Meeting</p> <ul style="list-style-type: none"> ▪ The next meeting will take place on Tuesday March 21st 2023. 	
8	Meeting closed with a prayer led by Fr. Jerry	