

St Teresa's Parish Pastoral Council

Minutes of Meeting held on Wednesday 22nd June 2011

Present: Andrew O'Connor (Chair); Fr. John Mulligan; Charles Amponsah; Brendan Gilbert; Ken Pires; Mary Mandryk; Justin Dachtler; Mary Cadd; Theresa Goldband; Finoula Quinn; Fred Mendonça; Margaret Malone; Paul Carter.

Apologies: Mary Lee; Martha Afreh; Bernadette Mulhern; Con Diver.

1. Pastoral	ACTIONS:
<p>Introduction</p> <p>Opening Prayer</p> <p>Minutes of the previous meeting</p> <p>PPC Formation</p>	<p>Andrew O'Connor welcomed everyone to the meeting of St. Teresa's Parish Pastoral Council (PPC).</p> <p>Led by Justin Dachtler</p> <p>The minutes of the meeting held in March were approved.</p> <p>Formation of the Parish Pastoral Council was led by Fr. John. This took the form of discussion and prayer concerning what the PPC is about and what we mean by Pastoral and Practical Theology.</p> <p>Commissioning of the Parish Pastoral Council will take place on Sunday 2nd October at the 11am Mass. Text for this mass will be distributed at the next PPC meeting.</p> <p style="text-align: right;">Fr. John</p>
<p>Baptism, First Holy Communion, Confirmation & RCIA</p>	<p>Reviews of the sacramental groups were given:</p> <p>Holy Week & Easter Ceremonies: Everyone enjoyed the celebration of the Easter services. Fr. John, although experiencing a problem with the PA system at the <i>Blessing of the Fire</i>, was pleased with the good attendance, choirs, readers and all who participated. Special mention was raised regarding the commitment of St. Teresa's youth as altar servers; numbers of which were very impressive ranging from 23 attending the Easter Vigil to nearly 40 on Palm Sunday.</p> <p>Baptism: Now that the skills survey has been carried out Fr. John can look at the creation of a Baptismal team.</p> <p>FHC: The programme is now completed. Margaret Malone thanked those that stepped in at such short notice to cover music for the four FHC masses. The need was highlighted to co-ordinate musicians early on in the programme as the FHC's are carried out over two weekends and musicians are not always assigned for those masses.</p> <p>It was commented that the receiving of communion did seem a little awkward. This was the first year a new format was tried and observations were gratefully received; the FHC team could look at this for next year.</p> <p>It was noted and appreciated that teachers and staff from the</p> <p style="text-align: right;">Fr. John</p> <p style="text-align: right;">Margaret & FHC Team</p>

	<p>School were able to attend all four celebrations.</p> <p>Confirmation: The Confirmation programme has now finished and overall went very well, 28 candidates were confirmed. The mass did seem a little chaotic but can be better planned for next year. It was felt that Sunday's were not the most practical day for the Confirmation Mass and celebrations; a weekday evening maybe preferable. This has been done in the past and worked well. It would be advantageous to make early arrangements with the Bishop for next year.</p> <p>RCIA: 4 enquiries have already been made for next year.</p>	
New Translation of the Mass	<p>The Order of the Mass will come into effect in September 2011, with the full text being obligatory from the first Sunday in Advent 2011. Fr.John distributed examples of the new text on laminated card of which there will be 1,000 made available for the congregation and 200 will be available for the school as they will be needed for weekday masses. A new pocket missal will be available in the repository at a cost of £1.99.</p> <p>The provision of a large text version was requested, this maybe possible either from the suppliers or could be created within the parish and made available for parishioners.</p> <p>Examples of newsletters containing the new text and readings of the Mass were shown to the meeting and it was agreed to adopt this new format as from September.</p> <p>Fr.John felt the biggest change would be the new response of the congregation to 'The Lord be with you' which is now 'And with your Spirit'. Children would possibly be the strongest adopters of the change and Fr.John suggested the introduction of this response could be imbedded into assemblies in September.</p>	
Welcome Evening	<p>A welcome evening for new parishioners will be held on Saturday 2nd October from 7pm. All members of the PPC have been invited to attend to greet new members of the parish community.</p>	
St. Teresa's School	<p>An induction Mass in September will be held for parents of new children to St.Teresa's School followed by refreshments in the Parish Centre. This would also be a good opportunity to welcome new families into parish community.</p> <p>The School Summer Fayre is to be held on Saturday July 2nd July 1-4pm on the Parish Green.</p> <p>A Talent Evening was to take place on Tuesday 28th and Thursday 30th June showcasing the school choir, drama and dance along side the many talents of individual pupils.</p>	
Anointing Mass	<p>The Anointing Mass held on 18th June was a great success, with 70 people in attendance. Fr.John thanked all those who volunteered to transport the housebound in order that they were able to attend the service.</p>	

	The format worked well, the congregation occupied every other bench to allow both Fr.John & Fr.David to approach each person for the anointing and laying on of hands.	
Tuesday Club/Parish Community Integration	Justin Dachtler will liaise with Mary Cadd regarding arrangements for a visit with the Tuesday Club.	Justin Mary
Choir	Fred Mendonça addressed the membership issue parish choirs were currently facing. How could we encourage more people from the congregation, not only to participate in the singing during the mass, but become active members of one of the choirs or groups of musicians? Fr.John felt strongly that the introduction of the opening processional hymn was important; a lead cantor would be required to announce the hymn and lead the singing.	
Receiving Communion	Some of the congregation from the narthex rush forward to receive Communion at the altar instead of waiting for those seated in the body of the church. When they return to the narthex this adds to the obstruction already caused by people receiving communion from two Eucharistic ministers in a very narrow space. A number of possible solutions were discussed; from designating a steward to control the flow from the narthex doors – to having all Eucharistic ministers distribute Holy Communion from the altar. This would allow the whole congregation to flow smoothly to and from the altar. A minister can still attend Our Lady's Chapel and the Choir loft. The meeting agreed this was the better option.	
2. Practical		ACTIONS:
Church Refurbishment	The only minor works outstanding relate to lighting. Fr.John will need to contact a lighting specialist.	Fr.John
Health & Safety	Brendan Gilbert reported the frustration of monitoring the car park situation for a couple of weeks. Justin Dachtler had arranged for the school gates to be opened for parking in Montacute Road, however, this in itself had a space problem. Brendan met with some hostility when drivers were approached. An improvement was seen following a notice in the newsletter but the situation will still need to be checked. If cones were available it maybe helpful to use them by the entrance of the car park once it is full. The new arrangements for servers and alterations to the altar steps were working very well, everyone seemed happy about the changes.	
Child Protection	Rob Mobile will be re-looking at the CRB situation in the near future. Photos of Confirmation candidates were unable to be	Fred

	published on the web without parental consent. This will be looked at and permission could be sort at the start of each years programme.	

3. General Parish Life/ Forward Planning

ACTIONS:

2012 75 th Anniversary of St. Teresa's Parish	Paul Carter had investigated registering the Parish for the 2012 London Marathon (Ken Pires was to represent St.Teresa's). Unfortunately the closing date for applications had already past. There could still be a possibility of finding a parishioner who is taking part and willing to raise money on behalf of the Parish. Another possible fund raising opportunity could be the London to Brighton Bike Ride.	Paul
Parish AGM	Justin Dachtler would look into the security aspects of parental permission on photos pertaining to the school calendar. In the long term it maybe possible to expand the school permission signed by all new parents to include parish events.	Justin
Parish Survey	The Parish AGM will be held on Thursday 13 th October 8pm in the Parish Centre. It is hoped to combine the meeting with a parish social evening.	Paul/Andrew
Website	Fr John has carried out a Skills Survey of parishioners to aid Community Integration. The data has yet to be compiled but a good response was received demonstrating high interest in various ministries of the Church.	Fr.John
Holy Land Trip	The parish website has been updated with the early stages of the 'Parish Groups' web pages. Details of contacts need to be refined, some groups have a dedicated page, and some have just a short brief. Details of a few parish groups have yet to be developed. The 40 places have been filled and 1 person is on the waiting list. The final balance of monies is due by December 1st.	Theresa

4. Confidential

	There were no confidential items discussed.	
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5. Summary

Next Meetings	Wednesday 21st September 8pm in the Parish Centre Chaired by Fred Mendonça; opening and closing prayers Paul Carter and Finoula Quinn	
Agenda Items for next	<ul style="list-style-type: none"> • Questionnaire for PPC members from Fr.John • Reduction in the number of Masses - the loss of the 6.30pm Sunday evening Mass 	

meeting		
Closing Prayer	Led by Andrew	