

SS BRENDAN, COLUMBA & JOHN PARISH FORUM MEETING No 4.

5 September 2013 held at St Columba's

PRESENT: - Please see attendance list at Appendix 'B'.
A number of apologies were received.

<u>No</u>	<u>Item</u>	<u>ACTION</u>
1.	<u>Introduction</u> FrMC opened the meeting and explained that the meeting would continue to develop our vision of "Three Churches in One Parish". Whilst he had written to the Bishop seeking his approval for the merger of our three parishes and was awaiting a response, it was important that we work as one and not waste our energies by duplication of effort. FrMC hoped that with goodwill and co-operation our vision would be brought into reality in an organic and efficient way which saw our community of faith growing spiritually and practically.	
2.	<u>Minutes of Meeting of 21 March 2013 and Matters Arising</u> The Minutes were approved and the FrMC spoke about the business of the Forum which would continue to focus on the four previously agreed key themes, namely:- <ul style="list-style-type: none">• Developing a vision about how we might (or ought to) develop things spiritually and practically across our three churches• Practical matters, including decisions about property• New initiatives and things we haven't considered before• Building on what we have previously discussed or begun to implement FrMC re-emphasised our mission of developing our own life of faith and reaching out to our wider community. In particular, this year the initiative "Crossing the Threshold" would challenge us to reach out to non-practising Catholics, especially the young and encourage and welcome them back into the fold. Some parishioners, especially from SC, were worried that the majority of worshippers tended to be from the older generation. There was also a widely held view that younger families did not have the time due to work and domestic pressures to take a more active role in parish life. However, Ann Cunliffe, supported by many others, felt we should focus on the many young people who do attend, especially SB and SJ, and build upon what we do have. Ann emphasised the importance of extending a personal invitation to people to become more involved in the parish community. There was a concern that the social aspects of parish life had diminished and because of such there was little opportunity for parishioners to informally socialise.	

Without such opportunities it was difficult to informally chat to people and extend an invitation to become more involved in the parish. No consensus was reached as to how best to address these challenges.

3. SBCJ Action Plan 2013 Onwards (Version 1) September 2013

The draft Action Plan had been agreed at the last Forum meeting. The Action Plan will be regularly reviewed and form the basis of the Forum's usual business and the majority of actions going forward. As such, future Forum minutes will be much briefer, with the necessary detail being shown in the Plan. The Plan is attached as Appendix 'A' to these minutes and will shortly be available on the parish website.

Specifically, the following actions were agreed:-

Reverence and Respect

To implement the agreed actions.

Sharing the Load

Whilst recognising that many parishioners already give freely of their time, it is really important that other parishioners put themselves forward to take ownership of issues so that the agreed actions can be put into place. For example, the Action Plan has quite a few opportunities for "Parish Representatives". FrMC invited anyone who wished to offer their services to have a word with him.

Vision for Our Parish(es)

In addition to his introductory comments at point number 1, FrMC noted that the new Saturday evening Mass arrangements were working well and that there had been a good response to the consultation exercise.

Year Of Faith

FrMC noted that the monthly Eucharistic Adoration at SJ was well attended and that the Scriptural Study programme was due to commence in October. More work was needed to develop the possible parish mission / renewal initiative.

Property Management.

SB - St Brendan's Presbytery had now been updated and Fr Parkinson is now resident in his new home.

SC - The Diocese continues to explore an alternative appropriate use for St Columba's Presbytery and a building condition survey will be commissioned for SC church.

SJ - Fr MC updated the forum with the details of the proposed extension. The alterations will effectively double the available space within the Patmos Room and there will be a porch added to the front of the church (5m X 3m). A new heating system will be installed along with a new kitchen arrangement. The existing toilet will be replaced with a new system which will also cater for disabled parishioners.

John Burton, supported by Arthur Rawlinson and Danny Ramsden informed the forum of the progress made since the last meeting. There are now preliminary drawings of the proposed extension and 4 separate budgetary estimates covering the work involved are available. An architect has provided an estimate to take the drawings from concept design through to completion, including all local authority planning and building control approvals and the specification of building fabrics and textures. Responses from two further architects are awaited.

The building project team now believe the Parish is in a position to apply to the diocese for the approval of the appropriate funding and recommended to Father Cooke this should be done at the earliest opportunity.

5. Parish Steering Group

Following a discussion about how to ensure that Action Plan initiatives were progressed and co-ordinated, Arthur Rawlinson [AR] proposed the establishment of a Parish Steering Group comprising of clergy and two or three representatives of each parish. FrMC supported the proposal and agreed to invite nominees on the newsletter.

6. Social Update

Frances Smith [FS] confirmed that a quiz night would be held on 18th October and a parish dance on 20 December 2013. Both events at Dunscar Conservative Club.

DATE OF NEXT MEETING

The next meeting will be held on a Thursday in March 2014 and the time and venue will be confirmed in due course.

Appendices:-

‘A’ - SBCJ Action Plan 2013 onwards

‘B’ – Attendance List

Appendix A – SBCJ Action Plan 2013 onwards – September 2013 (Version 2)

Reverence & Respect	
<i>“Making our churches prayerful, sacred places where everyone feels welcomed and able to pray”</i>	
Issue	<i>Concern and disquiet about the growing trend of a lack of reverence and respect in our churches. This is not only when we have large numbers of visitors (e.g. for baptisms, first communion and weddings). Some parishioners make unnecessary noise by talking and the inappropriate use of mobile technology also detracts from a prayerful and respectful atmosphere.</i>
Agreed Action(s)	
Person(s) Responsible	
1. Explore, through homilies, the theological significance of the celebration of the Eucharist, in turn promoting reverence and respect for the Blessed Sacrament.	Clergy
2. Father Cooke to meet with the Head Teachers of SB, SC and SJ to ensure that reverence and respect for the Blessed Sacrament is integral to the Sacramental Preparation Programme.	Fr Cooke & Head Teachers
3. Exposition of the Blessed Sacrament; Taize, Chant or other appropriate music to be played before Sunday Mass. It will be explicit that this time is for silent prayer. On other Sundays it hoped that the congregation will observe and respect silence.	Clergy
4. Appropriate notices will be produced and placed at the church entrances reminding worshippers of the need for silence and to switch off mobiles etc.	James Proctor
5. Parishioners not wandering around church to 'chat' with others before Mass, no matter how well intended.	Everyone
6. As far as possible, keep the doors into the narthex / Patmos Room closed, so it is clear that worshippers are 'entering church' – a sacred space and should be quiet.	Apparitors
7. Review and improve as necessary facilities for parents and children so that they feel welcome & included and actions to enhance reverence and respect do not discourage anyone.	
8. Include quiet prayer time after Holy Communion	Clergy
9. SJ – Cease the practice of the whole congregation standing up for Holy Communion all at once when approaching the Eucharist. Adopt a modified 'bench by bench' approach, similar to that used on Good Friday	Fr Cooke and Danny Ramsden
Resources Required: Item 3 – iPod / MP3 /prepare music; Item 4 – Posters – James Proctor has offered his services for both actions.	
Target Date: Implement from September 2013	

Sharing the Load	
<i>“Our parishioners playing their full part in our Church’s mission and ministry”</i>	
Issue	<i>There are a considerable number of roles that parishioners could and should take on in order to “share the load” both with the priest and with one another.</i>
Agreed Action(s)	
Person(s) Responsible	
1. Unless adequate arrangements already exist, identify and document a list of all tasks that need to be done at each church to ensure that all required activities are addressed on a consistent and sustainable basis.	Parish representatives.
2. Identify the need for and establish if necessary any new parish groups.	Parish representatives
3. To complete the CRB process for new Eucharistic Ministers.	Fr Cooke
Resources Required: Willing parishioners	
Target Date: Actions 1 & 2 – from September 2013; Action 3 – September 2013	

Appendix A – SBCJ Action Plan 2013 onwards – September 2013 (Version 2)

Vision for our Parish(es) – <i>“One Parish with Three Churches”</i>	
Issue	<i>“To establish a coherent, unified and sustainable parish structure thereby ensuring proper pastoral care for all of our parishioners”</i>
Agreed Action(s)	Person(s) Responsible
1. Continue working with this vision and take steps to establish the required consultation process and to obtain the necessary diocesan approvals.	Fr Cooke
Resources Required: Fr Cooke to manage process with Diocesan Boundaries Board and others.	
Target Date: October 2013	

“Year of Faith”	
Issue	<i>“To respond positively to Pope Benedict XVI’s call with a practical, pastoral and spiritual approach”.</i>
Agreed Action(s)	Person(s) Responsible
1. Scriptural study programme to commence in October 2013	Fr Gee / James Proctor
2. Possible Parish Mission / Ideas for Parish Renewal	Ann Cunliffe / James Proctor
Resources Required: To be determined.	
Target Date:- Action 1 – October 2013; Action 2 – December 2013	

“Property Management”	
Issue	<i>“To maintain and improve the parish’s properties to ensure that they are safe, adequate and appropriate”.</i>
Agreed Action(s)	Person(s) Responsible
1. Develop and obtain necessary approvals for the extension of the Patmos Room at SJ.	Fr Cooke / Danny Ramsden / Arthur Rawlinson/John Burton
2. Carry out building / structural survey at SC to determine the nature and costs of remedial works.	Fr Cooke
3. Continue to work with the Diocese in seeking an alternative use for SC Presbytery	Fr Cooke
Resources Required: To be determined.	
Target Date: Actions 1 & 2 – October 2013; Action 3 - ongoing	

Parish Steering Group	
Issue	<i>Establish a Parish Steering Group comprising of clergy and two or three representatives of each parish to ensure that Action Plan initiatives are progressed and co-ordinated</i>
Agreed Action(s)	Person(s) Responsible
1. Invite nominees via the newsletter.	Fr Cooke
Resources Required: Willing parishioners.	
Target Date: October 2013	

Appendix 'B' – Attendance List

A Hargreaves [AH]
Alice Currid [AC]
Alma Hartley [AH]
Ann Cunliffe [AC]
Anne Holroyd [AHo]
Arthur Rawlinson [AR]
Catherine Bridge [CB]
Catherine Grundy [CG]
Chris Owen [CO]
Danny Ramsden [DR]
David Day [DD]
Father Frank Parkinson [FrFP]
Father M Cooke (Chair) [FrMC]
Frances Smith [FS]
Frank McDowell [FMcD]
James Proctor [JTP]
Jan Thomason [JT]
Janet Hill [JH]
John Burton [JB]
John Carroll [JCa]
Julie McLoughin [JM]
Kathleen Denton [KD]
Kevin Egan [KE]
M Crompton [MC]
Margaret Russell [MR]
Marie Kwiatkowski [MK]
Mary Hales [MH]
Mary McStay [MMc]
Mary Meagher [MM]
Michael Latham [MiL]
Teresa Taylor [TT]
Terry Smith [TS]
Tony Proctor (Secretary) [TP]
Win Dawson [WD]