

DRAFT

Hampshire Downs Parish

Minutes of the meeting of the Parish Pastoral Council

held on Thursday 6th January 2011

at The Old Georgian Parish Office

Present: Angela Muxworthy (Chair), Canon Paul Townsend, Deacon Gerard Dailly, Sister Antonietta, Sue Broadbent, Dawn Edgerton-Kemp, Brian Roberts, Liz Slinn, Steve Taylor and Louise Warren

1. Opening Reflection and Prayer led by Liz Slinn

2. Apologies: Deacon Nick Reynolds, Peter Bolger, Catherine Christmas, Wini Meikle, Jane Reidy Susan Trowbridge and Marcus Whitfield.

3. Minutes of the Meeting of 17th November 2010

The minutes were approved.

4. Matters Arising from the minutes:

Action. Catherine Christmas's report on the terms of reference for the Liturgy Group to be carried over to the next meeting. **On-going**

Action. All to comment on the Conflict and Reconciliation initiative sent out by Liz Slinn should be forwarded to Liz before the next meeting.

Action Liz Slinn to be asked to resubmit proposals to the members of the PPC for training and to check the cost of courses. – **On-going.**

Action The Ministry Group to look at the plan for ministry management a.s.a.p. and produce a process and report back to PPC. **Complete - see item below**

Action The Ministry Working Group to put together an action plan and job descriptions for leaders in ministry groupings. **Complete- see item below**

Action. Canon Paul to progress the provision of a RC chaplain presence at the University. **Complete:** There is a possibility that assistance from Southampton will be available to provide one day a week at the University. Until then Canon Alan will provide some dates when he will be available to say Mass. Brian to publicise the dates when known. Anglican Chaplain has requested that we identify the Catholics and their needs. He has also suggested, and Parish has agreed, that we should participate in the seminars on Lectio Divina.

Action. Steve to keep the PPC informed of activities and progress of the Street Pastor initiative. **Complete.** A note was included in the Newsletter calling for recruits to attend a meeting 31st January. See also report below.

Action. Angela to ensure that the process to be used for money raised in the parish is explained on the web site. **Outstanding.**

Action Managing the increased use of St Stephen's facilities to be considered at the WCG meeting on Nov 24th, raised by Steve Taylor. **On-going.** Dawn to take back to the group the idea that the worshipping community group should consult all users of the St Stephen's rooms with the idea that they agree a hand over process.

Action Sue T to ask whether a mini bus is being organised from Alresford for the Advent Service. **Complete.**

Action. Catherine to inform all about the Lay Leadership Training in more detail. **Complete.** Training and Formation for Lay liturgical leaders (for the whole parish) to be Saturday 15 Jan 2011 at St Gregory's Alresford.

5 The Future of the PPC

Angela reiterated the journey the group had made so far, managing the transition from Pastoral Area to Parish. It was now time to develop the parish plan with the Parish Pastoral activities for the whole parish for the year. To that end the council should represent the whole parish in pastoral matters. Working with the Diocesan guidance for the Pastoral Councils, Angela tabled draft Terms of Reference (enclosed with these minutes).

There followed a lively discussion regarding content and consultation requirements of this change. It was agreed that a brief, with an introduction explaining the requirement of the PPC, the principles of the constitution and context referring to the diocesan guidelines should be produced by Angela. The draft brief, when completed next week, should be circulated to the Worshipping Community Groups for comment.

Action: Angela to write the brief and circulate with the draft TOR to all worshipping community groups for comment.

6. Hot Topics.

a. **Pastoral Centre Progress** – see community report below.

b. **The Open Meeting.** Brian outlined the progress of the Ministry Working Group had made in showing the relationship of pastoral activities within specific ministry cluster. The fundamental groupings were agreed at the last meeting and are: Outreach and Mission, Welcome and Hospitality, Liturgy, Catechesis, Communications and Enablers. The relationship of pastoral activities would be exhibited on the newly acquired display boards, with the idea that at the meeting people can view and comment on them – and identify where they are involved or would wish to be involved with the different ministries. A mechanism to handle new volunteers to ministries will be in place, supported by the Ministry Working Group and some of the ministry co-ordinators already in place. The Welcome and Hospitality Ministry will be emphasised as this is an area where there are many gaps in ministries.

The agenda for the evening will be Evening Mass, followed by an opportunity to view, with a glass of wine, the ministry exhibits, welcome by Canon Paul, a celebration of the Parish achievements, finance, Ministry development (with a walk thought to identify "touch points") and a final opportunity to wonder.

Actions (including those already placed to members of the Ministry Working Group):

Catherine tying in the theme of stewardship into the liturgy and music for the Mass.

Angela to ensure the Open Meeting announcement is in the Newsletter with a copy of the agenda.

Brian to continue the preparation of the displays.

The group to follow up on ministry co-ordinator support.

c. Gaining Support for Events. Canon Paul asked all members to encourage people to support the parish events. While it was noted that the Catholic Social Teaching lectures were well supported, Alresford congregation provided a relatively greater percentage of the audience as compared to St Peter's.

d. Bishop's visit 11 February 2011. The Bishop is unable to attend our PPC due to ill health, but Nicky Stevens has offered her time to see how far we have progressed with our Parish Plan and provide any help she can.

7. Reports from Worshipping Communities

St Gregory's

Christmas Activities. Wide range of activities held by the Worshipping Community and in conjunction with "Churches Together in Alresford". Highlights included:

- A lively Christmas Morning family mass, with a simple tableau and wonderful music. The Youth Orchestra and music was organised by Tim Tyler with 18 young musicians playing a wide range of instruments.
- The Christmas Eve mass was well attended and was followed by mulled wine and mince pies in the Pastoral centre.
- The Christmas Bazaar held on 4 December.
- Strong support for a number of Alresford carols singing events organised by Churches Together in Alresford.

Heating System. The heating system continues to cause major problems. Mass had to be held in the Pastoral Centre on 19 December and temporary heaters were hired as a back-up over the Christmas period. Since then the system has been operating but is very difficult to start. It is anticipated that problems will re-occur if we experience a severe cold snap.

Pastoral Centre Bookings. The administration of bookings continues to be a problem. Discussions were due to be held with the Parish Office but it is unclear as to what progress has been made on this issue.

St Stephen's

- Cards are being created from photos of the church and Stations of the Cross
- Coffee - new coffee machine - great success - coffee is now worth drinking

DRAFT

- New Year's breakfast - coffee, wine, bagels and bacon sandwiches - very well received last Sunday
- Diary for use of school, St Stephens, community room still on-going issue
- Christingle went VERY well - enjoyed by all and well supported by Parish as a whole - needs new organisers
- St Stephens bulletin having a break in publication
- Fr John using Church for 2 Adult Formation talks in Jan and Feb on the Catechism
- Praise Mass on 6th Feb - preceded by Music Workshop

St Peter's

The Advent and Christmas Services went well, particularly the Masses at St. Peters over Christmas. The 5.30 Christmas Eve Mass has, as in the previous two years, relieved pressure on numbers for the "Midnight" and morning Masses. The 5.30 timing is also particularly convenient for families with small children and the elderly. Our thanks go out to Fr. Paul and his priestly team for the considerable number of Masses within the Parish that they conducted.

The Celebration of Carols also was well received and enjoyed by about 150 people. We also **raised nearly £200 for Home-Start, a local charity supporting families in times of difficulty.**

St Thomas More's

Building improvements. The area around the disabled toilet has been tiled, and grab rails fitted both sides. The next phase involves re-plumbing the existing sink for flower-arrangers' use, installing a hand basin within easy reach of the toilet, and installing another sink in the kitchen area. The Advent formation meetings were not well-attended, coinciding as they did with the difficult weather. Several packs were taken for home-study, however, and it was good to have them as a resource for this purpose.

St Peter's School

St Peter's school - we had two very impressive advent liturgies at St Stephen's (two in order to accommodate the smaller capacity of St Stephen's). We will know our Sept 2011 admission over subscription by the end of January - and expect it to be a significant problem for the school and parishioners, not least because we are named in the 'league tables' as the top primary school in Hampshire this year. No news yet from the diocese or the county about increasing our intake. At our last governor's meeting we talked about increasing the expectations and the opportunities for more parents to take a more active part in their own faith development alongside their children.

Youth Ministry

Youth Ministry - the year 7&8 group with Peter McGeady as the leader has gone well with 8 to 10 attending each session, the last two sessions are in January at St Stephens and then we are discussing with Chandlers Ford whether we share a group with them. The older self run youth group Y10 and upwards has small numbers but very good content and is hoping to plan for a Youth Mass in

DRAFT

the spring. They meet at the parish office. Confirmation programme with new format led by Don West and a combination of current and 4 new catechists starts in Jan at St Stephens and the school and had a very good launch meeting. About 25 young people enrolled. Youth band discussions start again and will probably use the seminar associated with the Praise Mass to get going. This is a key activity to really jump start the youth Mass ideas. The social (all years in secondary school) youth group will have another 4 or 5 sessions in March at St Stephens and the school. And finally the parish is organising another youth pilgrimage for Oct half term. We already have 14 people signed up and plan for about 25 to 30 including 6 or so adults.

Pastoral Centre Project

Demolition has been completed nearly on time. We had a couple of stoppages, one reported at the last meeting for an asbestos find but it wasn't a notifiable type and then some concerns about cracks in the convent rear wall which turned out to be just aging plaster but we have a watching brief on that one. We are in the middle of the tender process and should get returns at end of Feb. Then we will know who our main contractor is and the price compared to budget. In meantime we are completing some detailed design work on fittings and finishes and about to start some of the art work decisions. We are reviewing the toilet provision and are likely to put in a portaloos outside the south door for emergency use! The bus drivers bringing older people to the 10.30 Mass are having real difficulty managing their passengers without a nearby toilet, although generally the lack of a toilet has caused less disruption than expected. On the fundraising front, we are only £30,000 short of our £1.4m Living Our Faith target now and we were successful in obtaining some grants. The detailed financial reporting goes to the F&P committee who have a cash flow and other spreadsheets supplied.

8. A O B

Praise Mass. Dawn promoted the Praise Mass and the workshop that will take place before the Mass on 6 February by the Catholic Rock band Crossbeam. Would members please spread the word and ask those interested to contact her as per the Newsletter.

Adult Foundations. a. Study notes will be available for Lent, both on the scripture and by the Stewardship team in the same vein as the Advent leaflets.

b. A series of talks for the Spring – given by Fr John on the catechism, will be held at St Stephen's on Monday 7 and 28 February.

Year of the Bible In line with the 400th Anniversary of the publication of the King James Bible and therefore with the year being nominated as the Year of the Bible, Canon urged us all to become more familiar with the sacred scripture. He recommended that we might all study Matthew's Gospel, Pope Benedict's exhortation "Verbum Domini" or Read the through the Bible over the coming year with daily readings. Copies of the "Bible in a year" are on sale for only £10.

Parish Name. Canon advised us that the new name of the parish was probably to be "Winchester Martyrs".

DRAFT

For those who may have missed the announcement regarding the change of Parish Name here is an extract from the Newsletter for 2nd Sunday of Advent:

“ Bishop Crispian would like our parish to be called ‘The Parish of the Winchester Martyrs, Hampshire Downs.’ I (Canon Paul) shall be writing to the diocesan Chancellor during the next few weeks, so that the necessary administration can be done. I am delighted that Bishop Crispian has made this decision because I have long thought that the Winchester Martyrs should be included somehow in the parish title.

From a hasty rereading of Archbishop King’s pamphlet entitled the ‘Hampshire Martyrs’, I have worked out that the following could be described as ‘Winchester Martyrs’: Blessed John Slade; Blessed Ralph Dicconson; Blessed Ralph Milner; Blessed Lawrence Humphreys; Blessed James Bird; Blessed John Thomas. Since they also appear in the window at St. Peter’s and as their family lives in the parish, I think we must include the Venerable Nicholas and Thomas Tichborne who were both martyred at Tyburn and not in Winchester. If I have missed any ‘Winchester Martyrs’ from the list, please let me know. (PJT) “

J & P have formed a sub-group with the Adult Formation team to look at a new series of talks for the autumn to focus on Catholic Social Justice. The theme coming to light because of the possible local demands on our charitable giving as government cuts effect parishioners, e.g. housing benefit reductions etc.

Street Pastors. Steve provided an update – Recruiting meeting advertised in the Newsletter for 31 January. Training will be provided for suitable candidates and consist of 12 sessions over a 5 months period. Volunteers will be split into teams to patrol the streets of Winchester Friday and Saturday nights working with local authorities, including the Police, paramedics etc. to listen and help those hanging out on the streets of Winchester. Steve will keep the PPC involved of developments.

Sue B remaindered members that the Night Shelter was also recruiting in Winchester, a note seeking help has also been included in the Newsletter. Night Shelter activities were discussed at the last Justice and Peace meeting and actions place on the members of the group.

Dates of future meetings: NOTE THE CHANGES TO THE DATES AGREED AT THE MEETING

27th January Parish Open Meeting 7pm St Peter’s School

11th February, PPC 7-9pm. TOG 29 Jewry Street.

1st March PPC Social at Westville, Station Road Chilbolton.