

St Columba's & St Theresa's Pastoral Council meeting

7pm Monday 11th September 2023

Held at St Theresa's

PRESENT: Fr William Damah, Matthew Petts, Amy O'Donnell, Lynsey Weightman, Lawrence Hordley, Anne Mosquera, Sue McCarthy, Ann McCarthy, Pauline Rourke, Carol Galvin, Tim Moore, Helen Connor & Eileen Irwin.

1. Opening prayer led by Fr William
2. APOLOGIES: Fr Desmond & Sue Carr
3. TO RECEIVE, AMEND AND APPROVE THE MINUTES OF THE MEETING OF 22 JUNE 2023

After amendments the minutes were proposed by Matthew and seconded by Carol.

	Action
<p>4. MATTERS ARISING FROM THE MINUTES :</p> <p>Re the issue of safeguarding: Anne M. thought that safeguarding should be a separate item on the agenda. Ann Mc thought we should consider this after the drive for volunteers. There will be a need for safeguarding awareness in regards to new volunteers we hope to recruit. Pauline felt that this should be discussed as a future agenda item. Fr William pointed out that Sue Hutchinson and Jane Walsh's role is to assist with the DBS procedure and the Diocese notifies Fr William if all is OK. If there were any issues we would be made aware of them. If updates are needed we can invite them to a meeting, they do not need <i>to report</i> every time.</p> <p>5. TO RECEIVE AND CONSIDER REPORTS FROM THE GROUPS:</p> <p>Reports had been sent out to PC members prior to the meeting. See the attached sheet for the full content. The following comments were made in response to the reports</p> <p>a. Social committee: The committee will be meeting shortly to plan for the year ahead</p> <p>b. Youth group: St Werburgh's & St Columba's school have been approached re advertising the youth group in their newsletter.</p> <p>c. Liturgy group: Mark Traynor sent a message via Lawrence that there was nothing to report at present and that a meeting will be convened on his return from holiday</p> <p>d. Website and Communications:</p> <ul style="list-style-type: none"><input type="checkbox"/> Ann Mc suggested that the photographs of members of the PC be updated asap on the website.<input type="checkbox"/> Lawrence advised the meeting that he is to step back from putting Synod news in the newsletter. Pauline and Anne M will liaise on including relevant Synod news in the newsletter. <p>e. Building work – St Columba's: Nothing extra to add</p> <p>f. Outreach and SVP:</p> <ul style="list-style-type: none"><input type="checkbox"/> No new visits at the moment.<input type="checkbox"/> One of the families that had a holiday in the SVP caravan expressed	<p>Ann Mosquera & Pauline Rourke</p>

much gratitude.

- There is a sponsored walk on 8th October in aid of the holiday home. If the youth group or anyone else wants to get involved they would be very welcome to participate.
- Fr William mentioned that the Peace garden at St Theresa's will have an official opening next Ma

6. RECRUITMENT OF VOLUNTEERS:

Pauline & Ann have produced a chart listing the volunteer activities, what is involved, time commitment and the lead person. The lead person is colour coded red for St Columba's and blue for St Theresa's. These handouts were given to PC members for comment. On the 14/15 October Ann & Pauline will speak at both churches. The list of activities plus a sign-up form will be inserted in the newsletter – maybe ask the welcomers to do this when giving out the newsletter. The homily will be suspended that week to give parishioners time to read through the recruitment form and sign up. There will not be a follow up session after the Saturday evening Masses but after the Sunday Masses there will be the opportunity for people to ask questions and be given more information in the church halls. The lead people for the activities will be asked to be in the halls after Masses if possible. There will be a follow up on 21/22nd Oct in the newsletter and a reminder given at the end of Mass.

No further plans at the moment.

The item in the newsletter relating to the Synod and appeals for increasing the weekly offertory collection are close together. As there are more people attending Mass when it is the Children's Liturgy it was decided to make the financial appeal on that date.

It was asked if a digital form could be put on the website. Matthew will put a link on and state that data will only be used for this purpose. It was noted that for GDPR purposes, the disclaimer will have to go on the recruitment form also. Amy will send a copy of the disclaimer to Pauline.

Matthew

Amy

Pauline and Ann were thanked for the work they had put in to the recruitment drive. People need to be encouraged to sign up as there are some activities/roles that everyone can do. Most people don't realise what goes into running the everyday life of the church. It needs to be stressed that the more people get involved, the more will be a reduced work load for any individual. Any ideas on how the after Mass sessions on the 2 Sundays -15th and 22nd Oct - would work would be welcome-contact Pauline or Ann.

7. REMINDER OF PASTORAL COUNCIL AGM TO BE HELD MARCH 2024

The date will be firmed up at the next meeting.

8. A.O.B

- A talk on finances will be given at weekend Masses of 30th Sept/1st October by Colin Hedley and Eileen Irwin. Information on Gift Aid will be available after Mass. The Pastoral Council members are asked to help parishioners to complete forms etc.

<ul style="list-style-type: none"> <input type="checkbox"/> A parishioner had asked about bank details to make a payment. The bank details for both churches are to be put in the newsletter. <input type="checkbox"/> The possibility of using a card machine to help the collections was mentioned. This has been looked at and was found to be not financially viable at the moment. <input type="checkbox"/> Carol to put the latest accounts up at St Columba's at a lower level on the notice board. <input type="checkbox"/> Pauline noted that there was an article in the Tablet about the money raised by Catholic schools for CAFOD. Young people get a lot of bad press it might be nice for a Good News item to go in the newsletter now and again. <input type="checkbox"/> The chair thanked everyone for doing their reports prior to the meeting. It clearly helps the meeting to finish promptly <p>9. DATE AND TIME OF NEXT MEETING:</p> <ul style="list-style-type: none"> a. Wednesday October 25 at 7pm at St Columba's b. Monday November 27 at 7pm at St Theresa's <p>(Please note the change of date)</p>	<p>Carol Eileen</p> <p>Carol</p> <p>Pauline</p>
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