



ST AIDAN'S PARISH CHURCH, LITTLE CHALFONT, BUCKS
MINUTES OF THE MEETING OF THE PASTORAL PARISH COUNCIL
16th January 2017 at 7:30pm

| NO. | ITEM | ACTION |
|-----|---|-------------------------|
| 1 | <p>Call to Order (attendance and apologies) Present: John Hannacher (JH, Chair), Fr Ken (KP), Dcn John (JC), Shirley Abarca (SA), Sue Finch (SF), Brian Gallagher (BG), Berni Hassim (BH), Deirdre Lay (DL), Anne Parsons (AP).Clare Reed (CR), Vince Smith (VS).</p> <p>Apologies: Louise Moss (LM), Virginia Wedgwood (VW).</p> | |
| 2 | <p>Prayer & welcome JH welcomed all and the meeting commenced with a prayer from Fr. Ken.</p> | |
| 3 | <p>Approval of minutes of last meeting Minutes of the last meeting 7th November were approved.</p> | |
| 3.1 | Matters arising to be taken with substantive items (Item 4) | |
| 4 | Ministry reports and discussion as necessary. | |
| 4.1 | <p>Finance - Sue's report - see Appendix 1 SF asked for the money in the restricted refurbishment fund to be designated to something specific. It was agreed that this money would be used to pay for the new chair in the choir area and the recovering of chairs and half the kneelers in the side chapel. (The remaining kneelers would be removed from the side chapel and not recovered) LM would contact the company for an invoice as this had not been received.</p> | |
| 4.2 | <p>Liturgy - Dcn John's report - see Appendix 1 AV Operators: More AV operators are urgently needed. DL asked BG to actively encourage Confirmation candidates to come forward to operate the laptop. More adults are also needed to operate alongside the teenagers. Fr Ken will make an appeal at Mass. DL would also arrange to instruct all members of the Parish council on how to operate the system</p> | <p>Fr Ken</p> <p>DL</p> |

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| 4.3 | <p>Formation – Brian’s report – see Appendix 1</p> <p>Confirmation Preparation - it was agreed that in order to avoid congestion before the 6pm Mass the classes would begin 15minutes earlier and that their use of the AV system would be finished by 5.30pm. The candidates would continue to be encouraged to leave by the side door of the church to allow easier access for parishioners arriving for Mass.</p> <p>The dates for the next Baptism Preparation course are 30th April, 7th and 14th May</p> | |
| 4.4 | <p>Social & Cultural /May Fayre</p> <p>Monthly lunches continue to run. Otherwise nothing to report.</p> <p>May Fayre – DL reported that this will only go ahead if parishioners come forward to help will the organisation as well as for the usual help on the day. Over the last few years the organising team has become smaller, and those still involved are becoming older. Fr Ken will make an announcement/appeal at the Masses this weekend, 20th/21st January. Parishioners will also be approached individually</p> | Fr Ken |
| 4.5 | <p>Maintenance – Virginia’s report - see Appendix 1</p> <p>Resurfacing of Path to Parish Hall – Ann Masat has received quotes for the work, which should be carried out in the next few weeks.</p> | |
| 4.7 | <p>Ecumenical – Clare’s report - see Appendix 1</p> | |
| 4.8 | <p>Youth – Bernie’s report - see Appendix 1</p> <p>COMPASS - BH reported that only Jim Raymond, who is in hospital, is able to manage the web site and he is also the main leader of this venture.</p> <p>Parents are reluctant to become involved in any way and more Leaders are needed to come forward if Compass is to continue.</p> <p>The NORES representative did not show up for a planned meeting with the group. The Leaders are expressing disappointment with the support NORES has given them.</p> <p>The PPC thanked BH for all the effort that she has put in to get Compass up and running and making it the success that it is, and agreed that more adult involvement was vital.</p> <p>Fr Ken will make an appeal for helpers to come forward to help run Compass at Mass this weekend</p> | Fr Ken |
| 4.9 | <p>Pastoral Area Council – Deacon John’s report – see Appendix 1</p> | |
| 5 | <p>Any other business</p> <p>New Parish Website:</p> <p>LM and DL have started work to design and trial a new website using free templates provided by Church Edit.</p> | |
| 6 | <p>Future meetings - Monday 27th March at 7.30pm in the presbytery</p> | |
| 7 | <p>Prayer and Close Fr Ken closed the meeting with a prayer</p> | |

APPENDIX 1
PPC Ministry Reports for Monday 16th January 2017

4.1 Finance report

1 Parish finance for 3rd Quarter

- i **Overview.** We have not received as yet the current balance on our account with the diocese for the 3rd Quarter (the figure at the end of September was **£45,890**)

An approximate figure from RCDN today shows **£47,816** in the account though this is not the final figure for the end of the quarter. It was thought that the final figure would not be very different.

ii **Major Income**

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|---------------|--------------------------------------|
| Offertory | £8,580 (includes SOs into parish ac) |
| Donations | £1,818 |
| Mass stipends | £575 |
| Votives | £477 |

ii **Major spending in the 3rd Quarter**

| | |
|----------------------------------|--------------------------|
| Presbytery doors | £2,477 |
| Legionella prevention | £2,138 |
| Pruning trees on church boundary | £1,485 |
| Chairs for the choir | invoice not yet received |

2 Offertory Envelopes

These have been received for 2017-2018. We plan to have these available for parishioners the first week of March

3 Money Counting

We have the same teams in place for this year. A new rota has been sent out to them.

Sue Finch

4.2 LITURGY:

There is a meeting of the Liturgy Group tomorrow (17 January). They will consider the following reports:-

New Sunday Mass Times: Settling in. Some new faces at the Saturday Vigil Mass.

Advent: Reconciliation Day Saturday 17th December with two priests didn't have great numbers.

Christmas: An over-full-house for the Family Vigil Mass and a full-house for the 'Midnight' Mass at 8.30pm and on Christmas Day. All immensely joyful.

New Year: Vigil 11-Midnight concluding with Benediction had about 20 attenders who quietly prayed-in 2017. They will also look forward into Lent and Easter.

4.3 Formation Report

1. The confirmation course in conjunction with the parishes of our pastoral area is now well established. The course is run out of two locations: St Aidan's serving the candidates of St Columba's Our Lady's and St Aidan's and St Joseph's serving the candidates of St Joseph's
2. The course runs in parallel and allows candidates to attend sessions at one or the other if they wish. That said while one candidate from each location has chosen to attend the other I am not sure that many candidates go off location for a session.
3. We are following a course known as "Transformed in Christ" It can be accessed on the internet. We have completed 7 sessions here at St Aidan's many of which have been quite theoretical / cerebral. Next week we will be looking at Baptism.
4. In practical terms, there are difficulties in that because we have high numbers we need to use the Church rather than the Parish Hall. Our sessions are held on a Saturday at 4:30 and run up to Mass at 6pm. We are coping but at the conclusion of the sessions there is a good deal of congestion between those who are leaving and those who are arriving for Mass. We now encourage the candidates to leave by the side door so as to allow easier access for arrivals.
5. The course is being delivered by Mary Philpott, Gerard Felix and myself. We may have some further assistance from St Columba's.
6. Confirmation will take place on 21/5/17. One candidate will be abroad on that date and alternative arrangements for conferring the sacrament will be made. There will be two ceremonies at St Joseph's. Our candidates will (I expect) be receiving the sacrament from the Bishop at 4pm. We need to make arrangements for the music and singing and for refreshments afterwards.
7. The candidates have been invited to attend the BLAZE retreat at Latimer on 25/3/17. This coincides with one of our sessions and we will be encouraging attendance at Blaze where the Bishop will be in attendance.
8. The first communion course started on Saturday.
9. Children's Liturgy recommences on Sunday next (22nd January 2017).

10. The Pastoral Area course on Bible Study has started. It is being run from St Joseph's and a good number attended the first sessions (last Thursday morning and evening) and St Aidan's was well represented.

Brian Gallagher

Additional report given by Dcn John

Baptism: Another 3-part course began on 8 Jan for 3 families. They were 'welcomed' by the whole parish during the Epiphany Mass when all renewed their baptismal promises. The next course, Dcn John's last, will be on 30 April, 7 and 14 May. Suzette Harris has agreed to consider working with Sue Finch as JC's replacement.

Marriage: 5 engaged couples (4 St. Aidan's, 1 Columba's) have asked for marriage preparation. 2 have been linked up with married mentors who will take them through the Smart Loving/Engaged Course. The other 3 are waiting. There is a real need for more mentoring couples.

4.5 Maintenance Report:

Actions from last time:

- Maintenance Manual – no further information. VW will check with SG if anything further is needed.
- Legionalla works – revised invoice (lower) now received and paid.
- Presbytery doors – new doors are completed.
- Window (exterior) and gutter cleaning carried out on 21 Dec. Invoice not yet received

Acoustics: Following the Acoustics September 2016 report, VW and Gerard Anderson were asked to consider issue with further input from Hann Tucker. In the end this was a phone consultation only as further modelling not thought to be cost effective (this quote attached FYI). As a result Hann Tucker produced a report dated 2 December 2016 attached. Meeting with Project Group members + GA and VW has been arranged by JH for 30 January at 17.45.

Virginia Westwood

4.7 Ecumenical Report

Carols on the Green – this event went well, reasonable turnout of people.
Good outreach to local community

Week of Christian Unity – 24 hour prayer vigil from 5pm on Friday 20 January to 5pm on Saturday 21 January. Sign-up sheets for hourly slots

Women's World Day of Prayer – Friday 3 March at 10.30am at St. George's church. Prepared by the women of Philipians

Lent Course on The King's Speech to be held at the Methodist church each Wednesday evening from 7.30-9pm on 8,15,22,29 March and 5 April.

Good Friday – Walk of Witness is to start at 10am at the Methodist church, stopping at several places en route and ending at St. Aidan's for a service, followed by refreshments and hot cross buns

Christian Aid – The Methodists will hold a May Fayre with various stalls, coffee, refreshments and lunches on Saturday 13 May from 10am

Pavilion in the Park will operate on Tuesdays and Thursday in the Easter holidays and summer holidays

Food Bank – we continue to operate on Thursday mornings from 9.30-11.30 am at St. George's. Demand is still unpredictable

Chiltern Child Contact Centre – I understand that this is running well and details were passed on to the other churches in our pastoral area

Clare Reed

4.8 Youth Report

Over 60 children have registered with Compass.

Currently Jim Raymond is in hospital. I visited him last week and I will update you this evening.

The three remaining Compass leaders are meeting on Wednesday to discuss how/if to proceed.

Berni Hassim

4.9 PASTORAL AREA COUNCIL

The following points arose from the meeting on 7th January:-

St. Columba's and Our Lady's are looking into having a shared Secretary/administrator.

Considering a joint Corpus Christi procession at St. Aidan's on Sunday 18th June.

Considering a joint CAFOD/Justice & Peace Group

Proposed Cathedral Centre presentation at St. Joseph's on Sunday 12 March after the 11am Mass.

PAC Minutes to go on parish websites.

Dcn John