

**Meeting of St Joseph's Parish Pastoral Council**  
**Tuesday 4<sup>th</sup> September 2018, 7pm in the Church Hall**

**1. Welcome, prayer & apologies**

**Present:**

Fr Paul (PP), Fr Sean, Pauline Davies (chair), John Tait (deputy chair), Sheila Hay, Ewan Walker, Chris Dempsey, Angela Onochie-Okolo, Tina Rebelo, Ann McCafferty, Bart Golenia

**Apologies:**

Fr Ian, Billy Walker, Maureen Bruce (secretary)

*In Maureen's absence, minutes were recorded by Ewan.*

The PPC recited a prayer to St Joseph, before listening to a reflection from Pope Francis' letter for the World Day of Prayer for creation— with particular emphasis on the fundamental need of water for human life, and the sorrow that so many people are denied. Reflection was also given on the need to protect our environment. Fr Paul reminded us that this is also the Season of Creation, an ecumenical call to prayer and action which runs until October 4<sup>th</sup>; the Feast of St Francis of Assisi.

**2. Consideration of actions and matters arising from meeting on 12 June 2018**

The PPC reviewed actions from the action log taken at the previous meeting.

Action 16 – parish mission statement. This action is completed. Fr Ian has come up with wording for parish mission statement, reflecting the Augustinian presence at St Joseph's. Chris queried the meaning of the word "interiority" and suggested a word which is easier for the average person of the street to understand. Fr Paul suggested removing the word completely as it doesn't change the meaning.

Action 17 – *See Item 3*

Action 18 – cluster parish name. No response received from Archbishop. Fr Tony and Fr Paul have been in discussions regarding the cluster. St John Ogilvie have written to the Archbishop stating they don't mind being served by the clergy of St Joseph's but would rather remain a distinct Parish.

Action 19 – to be carried forward to next meeting

**Action: Fr Paul and Ewan to liaise and establish sub-group for St Joseph's 2020.**

Action 20 – Fr Paul has met with Tony Currie and agreed First Communions next year will take place on Saturday 1<sup>st</sup> June due to the size of the group. On Tuesday 25<sup>th</sup> September there will be introductory meeting with parents, school staff and clergy. Before this, families will have received a welcome letter encouraging them to come to church in order to prepare their child for First Communion, and also to an enrolment ceremony at Sunday 30<sup>th</sup> September in front of the whole parish community. Parents will also complete forms with contact details, which will enable the parish can follow up and engage with families. Fr Paul suggested the formation of a FHC team (including a Polish representative) to help engage with families during the programme to help families feel part of the parish community. There will also be a translator at the initial meeting for families to enable clearer communication with the Polish Community. Sheila reminded the PPC that the school's training programme is split over 2 years; First Confession in P3 and First Communion in P4. If a child hasn't made their First Confession in P3, they are not allowed to make their Communion in P4.

**Action: Fr Paul, Fr Ian and school staff will continue to work together to develop a sacramental preparation programme.**

Action 21 – Pauline will take responsibility for recycling in the parish. Postcards are going to be sent to the parish asking for parishioners' thoughts on climate change. Pauline is also looking at the possibility of a parish project regarding climate change and will report back at next meeting.

**Action: Pauline to engage on climate change project and to report back at next meeting.**

Action 22 – Mass for the Sick set for October 6 (Saturday) but this conflicts with a conference being organised by the Catholic Truth Society on the Role of the Laity in the Church today. Fr Paul would like attendance from representatives of the PPC so the date will need to be changed. No date has been set, but this will be reported in the bulletin. Fr Paul emphasised the need for the anointing of the sick to be distinct from Sunday mass. The PPC agreed that the sacrament should be kept separate in order to keep the focus on the sick. As such, the service should continue to be held on a Saturday.

**Action: Fr Paul to liaise with St Monica's Guild and set a date for Mass for the Sick and publish in bulletin.**

Action 23 – Tina reported that while Legion of Mary is active, it is difficult to operate due to PVG regulations restricting home and hospital visits. There are approximately 9 members attending regularly. The issue of the PVG clearance is currently in hand.

Action 24 – Next meeting of Lectio Divina group is on 15<sup>th</sup> October. Pauline will be receiving guidance from Duncan Hughes in order to assist her in leading sessions. Sessions run for approximately 45 minutes to 1 hour.

### **3. Financial Statement** *presented by Murray Preston*

The parish accounts are fully reconciled up to 31<sup>st</sup> March 2018. The balance to date £36,168.72, excluding a cheque for £5033, for Archdiocesan levy paid to Archdiocese.

Murray reported that Gift Aid contributions are up by 33% to £3902.

Fr Paul remarked that we need to think about future expenditure, including the refurbishment of the church. The lighting needs changed, as many of the fittings are faulty. Churches are also being encouraged to transition to LED bulbs. This could reduce the number of bulbs we use but give better illumination in the church. Ewan remarked that since the hall extension was completed in 2005, the lights were not rewired and there are no light switches at the main entrance to the church which made it difficult when opening and closing the building, especially in the evenings.

**Action: Fr Paul to research costings of changing the lighting in the church.**

Fr Paul received an update from Archbishop regarding income of the Archdiocese. In general, income from parishes is in decline but we are remaining stable. This should be seen as a positive sign. The parish is also extraordinarily generous to charitable causes, such as Mary's Meals, in addition to second collections.

### **4. Pastoral Report** *reported by Fr Paul*

There was an emphasis on the pastoral nature of Council. Fr Paul gave a note of thanks to Fr Sean and Fr Ian for their support in parish. Fr Sean does a lot of visitations to sick and housebound parishioners. There is a large list of people who require visits. Fr Ian is chaplain to the school and Heriot-Watt University. He also has other jobs within the Order, including on the Provincial Council. Fr

Paul is attempting to visit members of the parish and get to know them, using the information collected in the census forms. This is a lengthy process, which is further complicated by the fact that many parishioners live outwith the current parish boundary.

Fr Paul is also trying to think of better ways to integrate international members of the parish. There has been a large improvement in this area, with Indian members now joining the reading team. A Polish themed night is in the pipeline.

**Action: Bart and Fr Paul to liaise for a date for the Polish evening**

Fr Paul referenced Fr James Martin who was invited to speak during the World Meeting of Families, including about the need to welcome LGBT people into parishes. It was acknowledged that this controversial in church settings, but we are an open, inclusive, welcoming parish and no one should feel excluded. There is a sign in the foyer which states, "You are a stranger here but once" and we should live by that.

## **5. Preparations for 2020**

As referenced previously, we are hoping to refurbish the church. This is an exciting opportunity to emphasise different areas of the church which have been previously understated. This will be further reported at the next meeting.

## **6. Youth Outreach**

2 young parishioners have been regularly attending the New Dawn conference and it has been suggested that we could hold bingo sessions in the hall in order to raise money for the expense of these and other trips. There is no legal problem regarding this type of fundraising providing it is for a charitable purpose, as long as we don't charge any more than £8 (excluding refreshments, etc.) and prizes remain below £600. There was a suggestion that this could be open to outsiders from the community.

**Action: Fr Paul to liaise with Diana Fakhoury to arrange bingo sessions in the hall.**

Ewan has been considering purchasing games equipment, such as table football or table tennis. There are reasonably priced options available on Gumtree. It was agreed that this was a good idea, although Sheila pointed out that anything we purchase needs to be easily stored, as the cupboard in the

hall is already full and the small room is used regularly for children's liturgy.

**Action: Ewan to look at options for games tables and feedback to the PPC.**

## **7. Maintenance of church / parish grounds**

Dave Maguire and Walter McCaskey have been upkeeping the house and parish grounds for several years. This job was previously also done by Tony White. As these individuals are no longer able to keep up this commitment, they are now looking for volunteers to take this over, or either outsource the job. The equipment is kept in the parish house so we have all the tools and only need new manpower. Fr Paul will advertise this in the bulletin. Sheila will enquire with her own gardener about an estimate.

**Action: Fr Paul to publish note in bulletin. Sheila to collect estimate.**

Outside lighting – It was agreed that the lighting outside the church is insufficient, especially in the evenings. Due to the steps and the need to lock the gates, there is a significant health and safety risk. Several options were discussed including fluorescent paint on the steps and motion-sensored lights.

**Action: Fr Paul to discuss options with the fabric and finance committee for possible new options to illuminate the outside of the church.**

## **8. Bishop Barron at Usher Hall / Role of Laity Conference**

Tickets have been purchased for the PPC to attend Bishop Barron's lecture at the Usher Hall. The lecture takes place on Thursday 6<sup>th</sup> September 2018 at 7.30pm. Tickets were distributed.

The Laity conference in October is free. Fr Paul encouraged members of the PPC to register to attend if they wish.

## **9. Safeguarding**

Pope Francis has spoken about the crimes of abuse which have been committed by members of the clergy. He has suggested parishes come together in prayer and a reparation service. Fr Paul is looking for suggestions on which format this should take. Chris suggested a Stations of the Cross service. Pauline suggested a reflection service with Taize music and readings. It is important that people feel comfortable enough with this service that they can talk about any issues they have. This should take place as soon as possible.

**Action: PPC to think about difference formats for the service and report to Pauline.**

## **10.AOB**

Pro-life – Posters have been displayed on the noticeboards. Angela has invited a representative from the Archdiocesan Pro-Life office to speak about their work at the end of mass in October.

Eucharistic ministers – we are short of ministers for 11am mass. We will get current and new ministers together for recommissioning and get a new rota together.

**Action: Fr Paul to arrange a meeting of Eucharistic ministers**

Repository key – Fr Paul mentioned that several people had approached him on Sunday mornings to purchase items from the repository. Currently the only people who hold keys for the repository are Elizabeth McGuire (8.30 mass) and Angie Meenan or Margaret Brown (11.00 mass). If these individuals are unable to make mass, this means there is no access to the repository. It was suggested there could be a spare key held in the sacristy for such situations.

**Action: Fr Paul to discuss with those responsible for the repository about spare keys.**

Mary's Meals Concert – Chris will be hosting a concert in aid of Mary's Meals in the church on 20<sup>th</sup> November. He needs to liaise with Ewan and Fr Paul to arrange details for opening up and logistics.

**Action: Chris to liaise with Ewan and Fr Paul to make sure everything is set in place for the concert.**

Steven Warner will be hosting music workshops in St Catharine's convent over the weekend of 9/10 November to which everyone is welcome to attend. Posters are displayed in the church and foyer. Maureen is the contact for more information.

## **11. Date of next meetings**

Tuesday 6<sup>th</sup> November 7pm in parish hall

Tuesday 15<sup>th</sup> January 2019 7pm in parish hall

## **12. Concluding prayer**

The meeting was closed with a recitation of the Glory Be. The meeting ended at 9.15pm.

## **LIST OF ACTIONS AGREED**

Action 1: Fr Paul and Ewan to liaise and establish sub-group for St Joseph's 2020.

Action 2: Fr Paul, Fr Ian and school staff will continue to work together to develop a sacramental preparation programme.

Action 3: Pauline to engage on climate change project and to report back at next meeting.

Action 4: Fr Paul to liaise with St Monica's Guild and set a date for Mass for the Sick and publish in bulletin.

Action 5: Fr Paul to research costings of changing the lighting in the church.

Action 6: Bart and Fr Paul to liaise for a date for the Polish evening.

Action 7: Fr Paul to liaise with Diana Fakhoury to arrange bingo sessions in the hall.

Action 8: Ewan to look at options for games tables and feedback to the PPC.

Action 9: Fr Paul to publish note in bulletin to ask for volunteers to maintain parish grounds. Sheila to collect an estimate for a local gardener.

Action 10: PPC to think about difference formats for a reparation service and report to Pauline.

Action 11: Fr Paul to arrange a meeting of Eucharistic ministers.

Action 12: Fr Paul to discuss with those responsible for the repository about spare keys.

Action 13: Chris to liaise with Ewan and Fr Paul to make sure everything is set in place for the concert.