

Parish Coordinating Group Minutes

5th October 2010

Present: Fr Kieron O'Brien - Chair, Father Alexander, Kathy Campbell, Geoff Breeze, Marie O'Grady, Maria Whitehouse, Dot Leaver, Martin Downy, Paul Andrewartha, Ged Lavery, Lena Finn (secretary).

1. Prayer & welcome

2. Apologies: Simon Davenport, Jenny Edwards

3. Minutes of last meeting

- Agreed

4. Matters arising

➤ **Ambo**

The Ambo was in situ but the glass and sound was yet to be fitted. The old Lectern would be removed when this had been completed. The CD player would be sited near the Altar and controlled remotely.

➤ **“How to Survive being a Catholic” Course**

Fr K informed the group that the course had been cancelled due to a very poor uptake. Initial invitations resulted in only three positive replies with a further two from parishioners when the course was opened to all. There had been no response from any other Parish within the Deanery. MW felt that the title would not attract people and that the content of the course was aimed at a very basic level. Fr K felt that commitment was the problem.

➤ **Bereavement Mass**

The date had been changed to Saturday 6th November at 12noon at St Richard's.

➤ **Papal Visit**

Fr K reported that those who attended Hyde Park and Coventry had found it to be an uplifting experience. MW expressed her disappointment that the screening at St Philip Howard had been cancelled and that an alternative could have been arranged for St Richard's. MW had been approached by a number of people who would have been interested in attending. It was felt that the decision should have been made with consultation with the PCG.

➤ **Lent**

Fr A has planned a series of talks led by Fr K, Fr Aaron Spinelli, Fr Tony Nye, Canon Tim Schofield and Fr Peter Williams. MW queried if one of the talks “Praying with Children” would attract people and whether it could be combined with a topic such as “What is Prayer”. Fr K felt that a lot of thought and work had gone into the programme and so it would remain as it was.

➤ **Announcements after Mass**

It was suggested that there should be more announcements from the altar to draw people's attention to items in the newsletter and to encourage attendance. Fr K felt that there was something of importance to everyone in the newsletter and so could result in a lot of announcements. He would like to see a change to the format of the newsletter so that it took the form of a diary of events. Fr A felt that permanent inserts had a negative effect.

5. Liturgy Group

- St Richard's and Bosham were both encouraging more children to take part in the music at Mass. Invitations had been sent to last years FHC children. Hazel, Becky and Ruth were leading this at St Richard's.
- The Liturgy Group was chaired now chaired by Becky Sleven and the meetings had increased to twice a month.
- MW asked if Exposition/Benediction could be moved to Sunday afternoon. Fr K stated that this had been done last year in conjunction with the Service of Light and it was not well attended. FR A included Benediction on a Thursday with the Novena Group if he was there and maybe this could be published in the newsletter in advance. There is Exposition every Friday at St Peter's. Fr K felt that it should remain on a Friday and be better publicised and possibly discussed again in the new year at the Liturgy Group.
- The Advent Service of Light at St Richard's is on Sunday 12th December at 4pm and at St Peter's on Sunday 5th December.
- MW asked if any thought had been given to October as it was the Month of the Rosary.
- The reasons for the cessation of the Angelus were discussed and Fr K agreed to take the matter to the Liturgy Group.

6. Review of the Parish Open Evening

- Fr K thanked all those who had contributed to the evening. He felt it had been good up to a point as it had provided a good networking arena for the different groups in the parish. However there were very few actual enquirers on the night.
- It was felt that it may be better attended if combined with another event in the Parish such as the FHC/Open air Mass as this would generate a captive audience.
- MW queried if the Small Group had been represented. Fr K confirmed that there was no-one to head this up.

7. Parish Forum

- This event will take place next week. Fr K had received a few questions in advance however it would be a good opportunity for discussion.

8. Youthwork Coordinator

- Fr K introduced Paul to the group who gave a brief introduction to his role. Paul would be attending all the weekend masses over the next few weeks to introduce himself to the Parish.
- He would be working primarily with Year 6 and above and post confirmation.
- Fr K confirmed that a small management group will be monitoring and supporting Paul in his role.
- MW thanked Martin Downy and Becky Montieth for their hard work with the Youth Group especially the current Year 9's who had been attending since Year 6.

9. Confirmation

- Fr K welcomed Martin Downy to the meeting. Fr K confirmed that Martin, Helen Loftus, Michael Silver and Paul would be leading the Confirmation programme this year.
- Feedback from the previous participants indicated that the current programme was too long and so it is likely that the course will be start after Christmas with reduced but more compact sessions.
- Martin envisaged the course to be open invitation and as inclusive as possible. The first half of the course would be faith exploration and catholic basics with the second part being more in depth and challenging. The course would be taught using role play, presentations, outside speakers and small group work.
- The group discussed who should be invited to attend the course. MW felt her daughter had had a bad experience of Confirmation due to children disrupting the group and ineffective leadership.
- Martin Downy addressed the group with a response from the Confirmation Catechists following the standing down of Sylvia Hitchman from the Confirmation programme at the request of Fr K. He raised concerns that this set a precedent for other existing catechists, that the matter had been handled insensitively and without any written evidence to support such claims. In fact the Confirmation group had only received letters of thanks and recommendation.
- Fr K stated that he had taken advice from the PCG. He had possibly misread the situation thinking that Sylvia after 20 years in her role was thinking of standing voluntarily. However, he still stood by his decision.
- Martin Downy felt that Sylvia should have thanked and applauded for her many years of service to the Confirmation Programme. The Group agreed and Fr K agreed to approach Sylvia to discuss the possibility of some form of celebration of her work.
- Fr K expressed the need for a clear and concise volunteering policy.

10. Review of the function of the PCG

- This item was carried forward to the next meeting due to time constraints.

Date of next meeting – Tuesday 9th November at Bosham

