

## St Teresa's Parish Pastoral Council

### Minutes of Meeting held on Wednesday 15th July 2015

**Present:** Fred Mendonça (chair); Fr John Mulligan; Justin Dachtler; Denis Yorke; Mary Lee; Margaret Malone; Mary Mandryk; Con Diver; Margaret O'Donovan; Mary Cadd; Liz Coutinho; Bernadette Mulhern; Rob Mobilé; Lorraine Pinto; Adri Wells; Theresa Goldband (minutes)

**Apologies:** Brendan Gilbert; Paul Cater; Jean Dolan; Frida Forya

<b>Introduction</b>	Fred Mendonça welcomed everyone to the meeting	
<b>Opening Prayer</b>	Liz Coutinho opened the meeting with a prayer	
<b>Minutes of previous meeting</b>	<p>Amendments:-            Q - Will the number of young families in the parish decline in years?            A – St Teresa's school is proposing to increase the number of places... to be amended to:            St Teresa's school <i>desires</i> to increase the number of places...</p> <p>Clarification was sought that the 20k contingency fund is included within the 700k.</p> <p>Correction of members names in sub-committee groups.</p> <p>Minutes of previous meeting approved.</p>	
<b>Matters Arising :</b>		
Display Boards	Justin has the boards ready for school work to be displayed in the narthex.	
New Parishioners	Margaret O'Donovan has provided more census forms for the contact corner.	
Children's Liturgy	Children's Liturgy leaflets will be provided to the school in September for the start of the new school year.	
Fire Drill	A date cannot yet be set for the fire drill to be carried out at all Masses as a fire alarm system needs to be installed. ( <i>See Maintenance section below</i> ).	
New Agenda Item Finance Report	New recurring item on the agenda will be Church Finances. Adri Wells from the finance committee was welcomed and will attend PPC meetings. If Adri is not available another member of the Finance Committee will attend to update the PPC.	
<b>1.Special Item - Recommendations to CHEC</b>		
	<p>As a follow up to the CHEC discussion at the PPC Meeting on May 21<sup>st</sup>, Rob Mobilé presented the STCP promotional video to the meeting. This outlined current activities and funding along with objectives of the future build and a vision of service provision for the wider community centred around Youth, Older People &amp; Families.</p> <p>The PPC were asked to give their views on the following questions as to how the parish should proceed:-</p> <ol style="list-style-type: none"> <li>1. Should we proceed with the project in its current form?</li> <li>2. Should we scale the project down?</li> <li>3. Should we continue the present course of fundraising and monitor developments? We can then reassess the situation in February / March 2016.</li> </ol> <p>Adri Wells provided parish finance figures for the first six months of this year and reiterated the financial position of CHEC. Everyone had the opportunity to express their view regarding the options to proceed above.</p> <p>RECOMMENDATIONS TO CHEC:</p> <ol style="list-style-type: none"> <li>1) The justifications for the hall extension project based on two successive parish surveys 2013 and 2014 and from St. Teresa's normal pastoral</li> </ol>	

	<p>outreach are understood by PPC to be well founded.</p> <p>2) PPC expresses concerns that the £700k target is unachievable.</p> <p>3) PPC recommends that CHEC considers/evaluates a scaling down of the overall project.</p> <p>4) <i>Related to 3)</i> PPC requests clarification from CHEC as to the consequences to prospective external funding bids of scaling down the project. Please be specific about what minimum hall-extension facilities are necessary, in CHEC's view, to secure external funding.</p> <p>5) <i>Notwithstanding 3) and 4)</i>, PPC does not wish the current momentum behind planning and fundraising to be adversely affected by potential "scaling-down considerations". Therefore PPC is happy for a 'recalibration' of the overall project to happen in the timescale of Jan 2016.</p> <p>6) Continue with work on the toilet block separate from the main build as originally specified.</p> <p>7) In addition to the minutes of this meeting, some actions to feed back to the parish, addressing their perceived concerns, should be taken quickly in.</p>	
<b>2.Evangelisation: (Justin; Fred; Con; Charles)</b>		
<p>St Teresa's School</p> <p>First Holy Communion</p> <p>Confirmation</p>	<p>Year 6 leavers visited a local studio to record songs they had written themselves around the school values – a link will be emailed out along with the final school newsletter.</p> <p>This year has seen the best results yet, the last three years being above the national average. Autumn term will see a light Ofsted inspection taking place. The Deputy Head Michèle Thomas is leaving to become Head of Garfield Primary next February half-term. Anna McGrath will leave to become Deputy Head in a Surrey school. Two new Assistant Heads have been appointed to start in September 2015.</p> <p>Fr.John, on behalf of the PPC, wished to thank Justin for his inspirational leadership over the past number of years along with thanks to Michèle Thomas and those moving on, for their dedication and passion into transforming the school.</p> <p>The Masses went very well. Consideration will be given to having a separate Saturday First Communion Mass for next year. A meeting will be held in September to look at the programme.</p> <p>This year's Confirmation saw a very prayerful, moving service. Fr John expressed thanks for the terrific group of catechists across all the sacramental programmes, other parishes are not so fortunate to have so many committed volunteers. The catechist is the front line of Evangelisation.</p> <p>SS Peter &amp; Paul will adapt their Confirmation programme next year to cover Year 9 candidates which will bring them in line with St. Teresa's and Sacred Heart. Next year's programme can include deanery events among the three parishes. Twelve Confirmation candidates have chosen to get involved in some way and a young SVP group has been formed.</p> <p>An additional session was held after Confirmation - this was to explore what</p>	<p><b>Justin Dachtler</b></p>

<p>RCIA</p> <p>Evangelisation Group</p>	<p>happens next, an evaluation of the programme and the opportunity to get involved further.</p> <p>RCIA are now in a rest period until September. There should be at least three candidates for the new programme.</p> <p>Evangelisation meetings are continuing every 6-7 weeks with reflective gatherings. Two of the three sessions under <i>Proclaim 15</i> have been covered so far.</p> <p>Proclaim 15 Conference took place on Saturday 11<sup>th</sup> July in Birmingham (<i>The Proclaim '15 initiative is an inter-diocesan project that involves every Catholic diocese in England and Wales, as well as representatives from Catholics groups and organisations, including Catholic Bishops' Conference staff</i>).</p> <p>Feedback from Clare Ward, Home Mission Desk CBCEW – Secretariat, will be sent out to parishes. Proclaim 15 affirms all catechists and the entire congregation in their role of Evangelisation.</p> <p>First Holy Communion parents have their own session to reflect on their faith; Sacred Heart parents do so within the Confirmation programme.</p> <p>“Laudato Si - On care for our common home” the second encyclical of Pope Francis illustrates the context of the parish as a cross section of humanity and the wider world.</p> <p>September the Evangelisation group will discuss bringing Con’s prayer group back to its core which will fit in aptly.</p> <p>Visiting Legion of Mary group will arrive 22nd August and the group of 12 people will have use of the parish hall. With Evangelisation at the forefront, the group go out in pairs to visit every house in the parish. This will also allow the update of census with correct information; prayer cards will be printed to leave with every household. Accommodation is still required for two of the party as ten have already been catered for, a notice will go into the newsletter. Mass will be celebrated on the Friday 28<sup>th</sup> August and everyone is welcome.</p>	<p><b>Agenda</b></p>
<p><b>2. Communication: (Justin; Brendan; Jean; Margaret Malone; Denis; Paul ; Theresa)</b></p>		
<p>Census Form</p> <p>Safeguarding</p>	<p>The parish census form needs to be updated with the current year, Fred to deal with by the weekend.</p> <p>A trainer will be arranged for a number of sessions to cover all catechists working with children and vulnerable adults. This will become an annual event. Wednesday 9<sup>th</sup> &amp; 16<sup>th</sup> September have been suggested, Rob will see about the availability of the trainer.</p> <p>First aid training will also be arranged for two people per parish group.</p>	<p><b>Fred Mendonça</b></p> <p><b>Rob Mobilé</b></p>
<p><b>3. Liturgy: (Fred: Charles; Margaret O'Donovan; Mary Cadd; Con; Denis)</b></p>		
<p>School</p> <p>Community Mass</p> <p>Children’s Liturgy</p> <p>Projection</p>	<p>School notice boards have been arranged for the display of school work in the narthex.</p> <p>The Filipino Mass was a great success and well attended. The next 5<sup>th</sup> Sunday dates are August 30<sup>th</sup> and November 29<sup>th</sup>. Fr John will see if the Tamil community would be willing to organise a Mass.</p> <p>Fr John suggested an announcement at all Masses would be an ideal way to attract volunteers. Children’s Liturgy group will consider a suitable date in the autumn term.</p> <p>Chris George and Dave Hensman will prepare a paper for the next meeting via</p>	<p><b>Fr.John</b></p> <p><b>Con Diver/ Theresa Goldband</b></p> <p><b>Rob Mobilé</b></p>

Readers	Rob. The second Merton Deanery talk will take place Saturday 19 <sup>th</sup> September, presented by Malcolm Jones at St. Teresa's 10 – 12pm, times to be confirmed.	<b>Margaret O'Donovan</b>
Ministers of Communion	Lay ministers session, hosted by David Stewart SJ, will be held on October 31 <sup>st</sup> 11-1.30pm.	
Servers	For the first time ever no server was present for the 9am Mass – James was able to step in.	
Music	Excellent music continues to be provided by the various groups. A suggestion was made to appeal for more musicians and singers from the congregation and possibly introduce organ music at the 9am Mass.	
Collectors	No formal group exists to represent them. Occasionally no one is organised for collecting in the choir loft. Margaret O'Donovan will remind John that a server should be asked to bring down the collection when they return after Communion.	
<b>4.Social: Social (Theresa; Margaret Malone; Mary Cadd; Jean)</b>		
Tuesday Club	Tuesday Club running well.	<b>Fred Mendonça/ Margaret Malone</b>
Parish BBQ	A Thank You BBQ is still to be organised for the parish, Fred & Margaret Malone to look into a September date.	
<b>5.Maintenance: (Con; Brendan)</b>		
Fire Drill	A company carried out a fire inspection and the church currently does not meet fire regulations due to the lack of an alarm system. Another company is due to visit and provide costs for the work which is likely to be in the region of 3.5-4K. Once a system has been installed a date for a parish fire drill can be arranged.	<b>Con Diver/ Brendan Gilbert</b>
Asbestos Removal	The asbestos removal work is due to be carried out in August at a cost of around 10k.	
<b>6. Confidential Items</b>	No confidential items	
<b>7. A.O.B.</b>		
Prayer Garden	As a short-term measure Justin Dachtler offered to take over the upkeep of the small back garden under the school grounds maintenance. He asked if the parish could provide a bench so that the area could be used as a prayer garden. The PPC agreed.	<b>Justin Dachtler</b>
Assisted suicide	The Conference of Bishops for England and Wales has provided all parishes with a paper on the forthcoming second reading of the Assisted Dying Bill. This will be distributed at all Masses along with a draft letter to local MP's.	
Recycling	This topic will be added to the agenda for the next meeting.	
<b>Closing Prayer</b>	The meeting was closed with prayers offered from all members present.	
<b>Agenda Items</b>	Evangelisation Group & Con's Prayer Group Parish Recycling	
<b>Next Meetings</b>	Wednesday 23 <sup>rd</sup> September 2015 7.30pm (Chair: Paul Carter) Opening prayer: Denis Yorke Closing prayer: Mary Cadd  Wednesday 11 <sup>th</sup> November 2015 7.30pm (Chair: Margaret Malone) Opening prayer: Rob Mobilé Closing prayer: Mary Mandryk	