

**St Teresa's Parish Pastoral Council**  
**Minutes of Meeting held on Wednesday 23<sup>rd</sup> September 2015**

**Present:** Paul Carter (Chair); Fred Mendonca; Margaret Malone; Fr John Mulligan; Margaret O'Donovan; Justin Dachtler; Denis Yorke; Mary Lee; Mary Mandryk; Con Diver; Mary Cadd; Liz Continho; Rob Mobile; Lorraine Pinto; Theresa Goldband; Brendan Gilbert; Frida Forya; Adri Wells; Jean Dolan (minutes)

**Apologies:** Bernadette Mulhern

<b>Introduction</b>	Paul Carter welcomed everyone to the meeting	
<b>Opening prayer:</b>	Denis Yorke opened the meeting with a prayer	
<b>Minutes of the previous meeting</b>	Amendment: Adri Wells was present	
<b>1. Financial update</b>	<p>Report from Parish Finance Committee (attached documents - St Teresa's net assets 2015 and Monthly church income and expense)</p> <p>It is essential that there is equal collateral for interest free loans</p> <p>Estimated costs for fire alarms - £5,000</p> <p>Estimated costs for gate to parking - £29,000</p> <p>October – update on CHEC and financial report</p> <p>The use of Gift Aid envelopes has decreased</p> <p>There is a need to remind parishioners to use envelopes for the financial benefit to parish. Also promote the use of standing orders.</p>	<b>Action:</b>
<b>2. Parish Hall Extension Update</b>	<p>CHEC review in March 2016</p> <p>Providing information on bids, how many bids have been successful, provide timeline</p> <p>A letter to be generated to parishioners with questionnaire seeking their views on the Hall Extension</p> <p>Currently CHEC is behind on meeting the November 2015 target.</p> <p>There are 3 bids to be placed before Christmas 2015 (4 – 6 months)</p> <p>The estimated cost for 4 toilets is £40,000</p> <p>The parish are considering using the '100 club' subscription to raise funds</p>	<b>Margaret Malone and Mary Mandryk</b>
<b>3. AGM</b>	<p>The letter and questionnaire regarding views on Hall Extension should go out to parishioners in October 2015 to allow time for feedback to be collated before the AGM.</p> <p><b>AGM – 3<sup>rd</sup> November 2015 7.30pm – 9pm</b></p> <p>30 minutes allocated to CHEC report and feedback of questionnaire.</p>	<b>All PPC Members</b>

	<p>Attendance required by PPC members and leaders of Parish groups.</p> <p>AGM to be listed as Parish Annual Review with cheese and wine to encourage more attendees.</p>	
<b>4. Refugee Crisis</b>	<p>Catholic guidance – prayer, questions, campaign, Where and, how can help be provided? (attached documents – prayer for peace, open your hearts and catholic charities involved)</p> <p>Margaret Malone attended an ecumenical meeting of local churches at Morden Baptist Church –a welcome pack (shoe boxes) of items (toothbrushes, soap, shampoo etc) and baby items (nappies, baby wipes etc) are being made up from donations. Boxes can be delivered to Morden Baptist Church 11am – 5pm Monday to Thursdays from 8<sup>th</sup> October to 29<sup>th</sup> October and will be stored at the Mosque in Morden. (notice in parish newsletter)</p> <p>More thought is needed on how to coordinate assistance. Enquiries to be made if Merton is twinned with a European town. There is a need for interpreters - people from Syria usually have more fluency in French than English. There are at present 30-40 families from Syria in Merton. St Teresa’s School would like to help within the Merton area. The School could offer after-school activities. SVP and the Junior SVP can offer assistance. To be included as topic at AGM.</p> <p>Fred Mendonca is aware of a parishioner who collects fabric for charity and a box could be placed in the Parish Centre. Financial donations to CSAN, CAFOD, the Red Cross, or Aid to the Church in Need. CAFOD gift aid envelopes are at the back of church.</p>	<b>Fred Mendonca</b>
<b>5. Evangelisation (Justin; Fred; Con; Charles)</b>		
<b>St Teresa’s Evangelisation Meeting</b>	<p>Con Diver’s prayer group to continue.</p> <p>Following on from the Legion of Mary Group parish visit on 22<sup>nd</sup>-29<sup>th</sup> August 2015 a number of those visited have requested a second visit from the parish.</p> <p>An evangelisation meeting was held on 24<sup>th</sup> September 2015 where a visiting group was formed. All the visiting group volunteers will need to complete DBS checks before they can begin visiting. Forms to be completed with references to be handed into to the Parish Office. (Anne Marie Mendonca – parish safeguarding representative)</p>	
<b>St Teresa’s School</b>	<p>The school garden has been cleared and tidied and the tree has been removed.</p>	

	<p>When the benches arrive the area will make a peaceful prayer garden.</p> <p>Steven Smith has replanted shrubs and there is a polyurethane tunnel to grow tomatoes.</p> <p>Staff prayer sessions take place every Tuesday. Children produced pictures and written descriptions on kingdom of God (examples shown to PPC). A really good start to the term.</p> <p><b>First Holy Communion</b> Meeting held on Saturday morning 26<sup>th</sup> September 2015 7 new Catechists volunteered awaiting DBS checks.</p> <p><b>Confirmation</b> Meeting for the catechist team on 6<sup>th</sup> October 2015 at 7.30pm – require additional catechists for this year’s programme (notice in newsletter.)</p> <p><b>RCIA</b> 8 new people attended the first RCIA meeting.</p> <p><b>STCP</b> From July 2016 the funding is ended. Community Project Report (attached) which this month is in the form of Porticus end of 2<sup>nd</sup> year report. Any issues or questions resulting can be addressed at the next PPC meeting. There will be a CHEC bids report which will be available for AGM.</p> <p><b>Legion of Mary visit August 22-29th</b> The parish are thankful to the Legion of Mary team for their outreach work. They received a positive response from the visits and the daily Mass attendance has increased. The team expressed their thanks for the parish hospitality. Fr John will receive a report from the Legion of Mary team in due course. The parish will decide how to follow up the outreach work.</p>	
<p><b>6. Communication (Justin; Brendan; Jean; Margaret; Denis; Paul; Theresa)</b></p>		
<p><b>Contact Corner</b></p> <p><b>Safeguarding</b></p>	<p>Rota for the contact corner needs updating.</p> <p>There are four training session in November 2015. 50 places available to establish correct reporting procedure. There needs to be 2 people in each parish group with First Aid training. St John’s Ambulance will be providing a training day in October 2015. The PPC thanks Ann Marie Mendonca in her role as parish safeguarding representative.</p>	

<b>7. Liturgy: (Fred; Charles; Margaret O'Donovan; Mary Cadd; Con; Dennis)</b>		
<b>School involvement</b>	Prayer Leaders - there are 9 applicants to become prayer leaders. The first meeting was held on 23 <sup>rd</sup> September 2015. Year 5 and year 6 pupils have taken part in faith group projects. They raised enough money to provide 13 goats.	
<b>Community Mass</b>	Next Community Mass on 29 <sup>th</sup> November 2015 will be led by the Tamil Community.	
<b>8. Social: (Margaret Malone; Mary C; Jean; Theresa)</b>		
<b>Tuesday Club</b>	Weekly meetings running well.	
<b>Race Night</b>	A date for the Race night to be set.	
<b>9. Maintenance : (Con; Brendan)</b>		
<b>Recycling</b>	Parish recycling of waste to be organised and a financial application made to the Committee.	
<b>Asbestos Removal</b>	The asbestos removal – the work has been completed.	
<b>Projectors</b>	Cables to be laid for the church projection system would assist to reduce the costs.	
<b>10. Confidential Items</b>	There are no confidential items.	

<b>11. A.OB.</b>	
<b>New Roman Catholic Chaplain</b>	<p>The new Roman Catholic Chaplain at St Helier’s hospital is Fr Philip Pak. Parishioners ( or members of their family) should notify the parish office if they are admitted to St Helier’s hospital to ensure that their name is included in the Holy Communion list on Sunday mornings. (notice placed in parish newsletter)</p>
<b>Confirmation and Marriage Rites</b>	<p>From April 2016 there will be changes made to the Confirmation and Marriage Rites.</p>
<b>Retreat on 24<sup>th</sup> October 2015</b>	<p>There is a Retreat day on Saturday 24<sup>th</sup> October 2015 9am – 1pm at the Kairos Centre in Roehampton. The theme is welcome and integration and is being facilitated by Dr Bridie Stringer. Cost £30 including lunch. Booking to be made in advance – any interested should contact Fr John.</p>
<b>Closing Prayer</b>	<p>The meeting was closed with a prayer from Mary Cadd</p>
<b>Next Meetings</b>	<p>Wednesday 11<sup>th</sup> November 2015 (Chair: Margaret Malone) Opening prayer : Rob Mobile Closing Prayer: Mary Mandryk</p> <p>Wednesday 19<sup>th</sup> January 2015 Wednesday 24<sup>th</sup> February 2015</p>