

**St Teresa's Parish Pastoral Council**  
**Minutes of Meeting held on Tuesday 8th March 2016**

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

**Apologies:** Jean Dolan; Con Diver;

<b>Introduction and Opening Prayer</b>	Paul Carter opened the meeting with a prayer to Our Lady in tribute of Mother's Day and International Women's Day.	
<b>Minutes of previous meeting</b>	Minutes of previous meeting approved.	
<b>Matters Arising :</b>	<p>There are currently 72 subscribers to the electronic newsletter.</p> <p>Mothers prayer group is limited to 8 and has currently 7 women signed up who met on Sunday and will meet again in two weeks' time.</p> <p>Performing rights licence has been obtained through the diocese.</p> <p>Justin has agreed for children to sing at the anointing mass.</p> <p>Formal agreement for hiring the hall is in place.</p> <p>Brendan will obtain the list of volunteers to be fire marshals and will arrange training.</p> <p>Rubbish around the outside perimeter of the field has been reported to Merton council by Margaret Malone. A parishioner did spend some time clearing the area last weekend. Justin offered to see if the school caretaker could help out. As part of the 'Clean for the Queen' campaign the school children could get involved via the Eco Club, Steve Smith is the contact.</p> <p>The car park flood has been looked at by Con Diver.</p> <p>Tissue dispensers for the toilets have been delivered to Margaret O'Donovan from the school. Con Diver to arrange mounting.</p>	<p>Brendan</p> <p>Mary Mandryk</p> <p>Con Diver</p>
<b>1.Special Item - Focus and Orientation of a Parish Council</b>		
	<p>Fr John led the meeting in a reflection on Parish Council.</p> <p>The UK guidance for parishes should be taken from Proclaim 15 and Bishop Nichols legacy to build Mission Parishes grounded in 'Evangelium Gaudet'.</p> <p>The PPC were thanked for their time and commitment. As a Leadership group they are co-responsible for the parish, act as a representative body capturing the essence and reflecting on the parish as a whole.</p> <p>Under the Code of Canon Law 536 and the relationship between Diocese – deanery – parish :</p>	

	<p><i>Can. 536 §1 If, after consulting the council of priests, the diocesan Bishop considers it opportune; a pastoral council is to be established in each parish. In this council, which is presided over by the parish priest, Christ's faithful, together with those who by virtue of their office are <b>engaged in pastoral care in the parish, give their help in fostering pastoral action.</b></i></p> <p>Notes:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> There should be an informed agenda from knowledge of this place, feed in agenda items and open to everyone.</li> <li><input checked="" type="checkbox"/> Meet change collectively to see the bigger picture.</li> <li><input checked="" type="checkbox"/> Carry the voice of the community, school, children, maintenance, finance and all parish groups.</li> <li><input checked="" type="checkbox"/> Takes time and commitment.</li> <li><input checked="" type="checkbox"/> Inclusion – WHO, exclusion – WHO, Who are we Serving – Who's kingdom?</li> <li><input checked="" type="checkbox"/> Allow for theological reflection, prayer &amp; discernment</li> <li><input checked="" type="checkbox"/> What's good, what's not, what's missing?</li> <li><input checked="" type="checkbox"/> Identify reality as you see in it in the parish &amp; in light of the gospel.</li> <li><input checked="" type="checkbox"/> Maybe hold a PPC as a reflection – not set agenda, a discerning moment sets the agenda.</li> <li><input checked="" type="checkbox"/> RCIA is not a programme rather a process of growth.</li> <li><input checked="" type="checkbox"/> Focus on two items well rather than everything poorly.</li> <li><input checked="" type="checkbox"/> Share knowledge and communicate to the rest of the parish.</li> <li><input checked="" type="checkbox"/> 70 parishes without a PPC in the diocese.</li> </ul> <p><b>Please read the attached PDF document PPC Missionary Parish</b></p>	
<b>2. Finance</b>		
	<p>Adri Wells presented figures for month end (February) and end of year.</p> <p>At the end of February the parish had 245k gross assets, the end of year projection could be in the region of 118k net assets.</p> <p>70k has been earmarked for loan repayments for CHEC. This would mean 48k remaining. The next meeting of the finance committee will discuss if any portion of that could be allocated to CHEC.</p> <p>Gift aid – auditor has been but gift aid was not covered. Enough helpers are arranged for now, new boxes will be issued at the end of May when new members will be asked to join the scheme.</p> <p>Any known major spends should be highlighted to Adri and the finance committee. Unexpected expenses such as the broken toilets are an unknown cost and may reduce the year end net assets.</p>	

	The online diocese finance process would be of benefit, giving a better flow of funds but the existing IT system would need to be improved to make this viable.	
<b>3. Holy Week</b>		
	<p>Services are being organised and notices are ready to go up this weekend for volunteers to add their names for the various roles.</p> <p>Projector media is being prepared. Parking will be an issue again, Brendan will arrange for help to warden the car parking over the Easter Services. It may be beneficial to use the fire marshals for this task.</p> <p>Clock change is scheduled for Easter Sunday – clocks go forward 1 hour to BST.</p>	Brendan
<b>4. CHEC</b>		
	An update is scheduled for the next PPC meeting on 3 <sup>rd</sup> May 2016. The next CHEC meeting will take place Thursday 10 <sup>th</sup> March. Two separate applications had to be made to Merton for the toilet block and storage area by the small field. Now awaiting responses from Merton. Work on the bids has progressed and more will be known by the update given to the PPC in May.	
<b>5. Evangelisation: (Justin; Fred; Con; Charles)</b>		
School	<p>Justin reported that a Lenten room has been setup in the chapel for prayer, RE lessons and visitors. The PPC were invited to visit as it will be there until the end of term. The parish agreed to support 'a Door of Faith' between the chapel and playground. The work has been approved and will be carried out over Easter. Rob and Jo will invite the PPC to a grand opening.</p> <p>An Ethos visit by the diocese will be carried out on 17<sup>th</sup> March.</p> <p>Bella Harding has volunteered to help reading at the school and is awaiting her DBS, it is hoped other parishioners could join Bella in this important work.</p> <p>The PPC were also invited to the Passion play presented by Y5 children, this will take place on Tuesday 22<sup>nd</sup> March, a printed invitation was handed to all present.</p> <p>Stations of the Cross will take place at the end of term on the morning of Wednesday 23<sup>rd</sup> March, all are welcome.</p>	Rob
Evangelisation Group	The Evangelisation group are an evolving, dynamic group and continue to meet. A visiting group has been setup.	
First Holy Communion	First Holy Communion continues this week with groups 1 & 2 making their first Confessions. Groups 3 & 4 will make theirs the following week on 19 <sup>th</sup> March. The times of the First Holy Communion Mass for groups 2 & 4 have been moved to the Sundays at 2pm. It was felt by the parents that 6.30pm on a	

<p>Confirmation</p> <p>RCIA</p> <p>Prayer Groups</p>	<p>Saturday evening was too late.</p> <p>Session 4 takes place this week, two more session and then a retreat will take place at Alton Castle on 4<sup>th</sup> /5th May.</p> <p>RCIA continues after the Rite of Election took place on the 13<sup>th</sup> February of 4 Candidates and 2 Catechumens. They will receive the Sacraments at the Easter Vigil.</p> <p>The parish prayer groups are continuing Tuesday evening, Wednesday evening and every 3<sup>rd</sup> Saturday of the month.</p> <p>The collection of clothes is ongoing, someone is collecting them regularly.</p>	
<p><b>6. Communication: (Justin; Brendan; Jean; Margaret Malone; Denis; Paul ; Theresa)</b></p>		
	<p>The new rota for cover over all masses is up in the contact corner. Stewart and Lavina have offered to fill the two gaps at the 9am mass.</p> <p>A diocesan Safeguarding session for vulnerable adults will take place this Saturday 12<sup>th</sup> March at St. Teresa's 10am. Registration is online on the Southwark website.</p> <p>The electronic newsletter seems to have stopped being sent, there is also no link for signing up to receive the newsletter. Theresa will contact Denys. It was suggested some new photos could be published on the site, maybe the First Holy Communions. The PPC were asked to visit the new web site and feedback any comments. It was suggested any job vacancies at the school could be put on the website.</p> <p>The noticeboards are in need of a clear out of any irrelevant or old information. A number of the PPC will meet after one of the Sunday masses to review the noticeboards. Mary Mandryk, Margaret Malone, Paul Carter, Theresa Goldband volunteered. Paul will email to arrange a suitable time.</p> <p>Margaret Malone gave positive feedback on the use of the projectors before the 6.30pm Saturday Mass to display the parish notices in addition to them being shown on the monitor in the narthex.</p> <p>Fr. John reported on the Filipinos impressive use of the projectors for the 9am Mass on Mothering Sunday, Our Lady and the Holy Spirit.</p>	<p>Theresa</p> <p>Paul</p>
<p><b>7. Liturgy: (Fred; Charles; Margaret O'Donovan; Mary Cadd; Con; Denis)</b></p>		
	<p>Twelve new lay ministers of Communion have been identified and will be trained over the next two Fridays. They will be ready to serve by the Easter Services.</p> <p>Three new volunteers have come forward to read, more are</p>	

	<p>needed. Teresa Wells will draw up some information, instructions &amp; helpful tips.</p> <p>Fr John hopes to form a team to run Holy Communion Services for the future. Should there be a situation where no priest is available (<i>and this is becoming more of a reality as there are fewer priests</i>) a Communion Service can be held.</p> <p>Rob had left a Community Workers report for the PPC to take with them.</p>	Adri
<b>8.Social: Social (Theresa; Margaret Malone; Mary Cadd; Jean)</b>		
	<p>Tuesday club continues and is well attended by the community.</p> <p>Parents &amp; Toddlers meet every Monday 9 -11.30am, this is open to the local community and should be advertised more on the website. Janet Smith is currently running the group.</p>	
<b>9.Maintenance: (Con; Brendan)</b>		
	None discussed	
<b>10. Confidential Items</b>	No confidential items	
<b>11. A.O.B.</b>		
	None	
<b>Closing Prayer</b>	The meeting was closed with prayers offered from all members present.	
	<p>Next Meetings:</p> <p>Thursday 3<sup>rd</sup> May 2016 7.30pm  Chair: Margaret Malone  Opening Prayer: Liz Coutinho  Closing Prayer: Mary Cadd</p> <p>Tuesday 5<sup>th</sup> July 2016 7.30pm  Chair: Fred Mendonça  Opening Prayer: Margaret Malone  Closing Prayer: Mary Mandryk</p> <p>Agenda: Laudato Si  What is the parish doing to support – Laudato Si. Dedicate 10 mins to this, we could possible get a volunteer to scrutinise it and produce a 1 page summary.  <a href="http://w2.vatican.va/content/francesco/en/encyclicals/documents/pa-pa-francesco_20150524_enciclica-laudato-si.html">http://w2.vatican.va/content/francesco/en/encyclicals/documents/pa-pa-francesco_20150524_enciclica-laudato-si.html</a></p>	