

Corpus Christi PPC

Minutes of the meeting held on Wednesday 22nd September 2010 in the Keenan Rooms

Present:	Fr. Jim Joyce	President
	Digby Carter	Chairman
	Claire Robinson	Deputy Chair
	Penny Casewell	Catechesis
	Carrie Kerr	Liturgy
	Madeleine Black	Liturgy
	Bernard O'Neill	Outreach
	Christina Bycroft	Welcoming
	Margaret Taylor	Pastoral Care
	Sue Baggott	Communications
	Peter Evans	Secretary

(Please note that specific actions have been shown in *Bold Italics* followed by the initials of the PPC member required to take those actions)

1. **Apologies**

Apologies were Jeremy Best, Liz Robinson, Richard Roberts and Rita King.

2. **Minutes of the meeting held on 20 July 2010**

These were accepted.

3. **Introduction of new members.**

Digby welcomed Penny Casewell and Bernard O'Neill to their first meeting followed by a general introduction of all present.

4. **Safeguarding report.**

Margaret had spoken to Richard who said things were progressing but there was a shortage of CRB forms. He also confirmed that CRB checking covered all activities within the church.

Digby said that he was unsure if notes had been added to the Web Site yet.

(Action: Notes to be added to the web site. RR)

5. **Catechesis .**

Penny had just taken over but had already had a response from Stephan Dahmann confirming a new Marriage Preparation course was planned for Feb. 2011. She has also been asked to encourage more people to get involved with CaFE.

Digby added that Ian Winship had agreed to take over as leader of Youth United.

6. **Liturgy Report**

Carrie said that the Choir were preparing the music for the Bishop's visit and would like to recruit more members as a number of regulars are away. Mike Skrakowski had asked if it was possible to add a music page to the web site?

(Action CK to follow up)

Jeremy had bought 6 new albs for the Altar Servers and more would be purchased when funds were available. Once an Altar Server had served at 3 masses they would be presented with a cross. The training session held on the 18th September had seen 5 people attend who had made their first holy communion.

Julia Hughes has organised a new CaFE series of 5 sessions running from 7th Oct to 12 Oct, entitled "Living Life to the Full" to include videos and Discussion Groups. She would like more people involved.

The next session of "An evening of Praise and Worship" scheduled for 7th October in the Keenan Rooms. Normally 15/18 people attend and they would like more.

Parish Pilgrimages to Lourdes and Salisbury were well organised and well attended.

Masses on 3rd and 10th October will be supported by the UCM and the Cateniens.

The Liturgy Group were looking for a new leader as Jim Chappell had agreed to chair it for only a 12 months period.
(Action Find a leader: CK/DC)

7. Outreach Report

Bernard had only recently become involved and as yet had not met with Liz Robinson. Once this had taken place he would call a meeting of all those involved.

(Action: BO'N to organise a meeting of all involved)

8. Welcoming Report

Christina confirmed that no replacement for Lynn Hall had been found. She confirmed that the Mothers and Toddlers and the Afternoon Club were going along quite nicely. Fr. Jim said that new parishioners were sent "Welcome Packs" and he had received volunteers for the Choir as a result.

Christina confirmed that the Parish Pantomime was taking place on 17/18 December.

9. Pastoral Care

Margaret confirmed that a "Special Liturgy Service" for people with learning difficulties was to take place on Saturday 2nd October and enquiries had been received from a number of organisations outside the church expressing an interest. All would be welcome to help.

Fiona Hayward has now organised the new rota for EMs and this has been circulated. Christina said she had been included in the 6.30 mass but normally went at 11.00 o'clock, but Margaret confirmed that changing would not be a problem and she just needed to tell Fiona.

Margaret said that plans for "Sick Visiting" were being made involving Eucharistic Ministers and Fr. Jim confirmed that most were supported by close family.

The CRB checks on EMs were going ahead and were "in the system".

10. Communications

Sue confirmed that the web site was continuing to be up-dated on a regular basis.

Gianna has produced statistics to confirm that the site has had 400 hits within the last month and 1500 pages have been read. Of these some 50% were new visitors.

Sue had continued to receive a small number of complaints from people who wanted to return to the Parish Magazine. It was agreed that this would not be practical, but Digby thought that better use could be made of the notice boards with reference being made in the Mass Sheet to a specific board.

11. Administrations Report

PE confirmed that a plan of Corpus Christi was in preparation with most services added which would be included in the Operations Manual. Digby would contact Rita to see how this was progressing.

(Action: Check on progress of OM; DC/RK)

12. Volunteer appeal on 25/26 September.

Digby would be making an appeal for volunteers during Masses this weekend and presented a list of posts which needed filling. This was revised slightly following discussions, and PPC members were requested to gather in the completed forms after each mass. Digby would then collate the information and hand over each volunteer to the relevant section. He made the point that follow up was essential.

13. Parish Assembly on 6th October.

Digby circulated an agenda for the meeting and asked all giving reports to keep them brief. In addition to the PPC members Jim Steven would be reporting on the financial situation and Anne Beesley would be suggesting improvements to the church. This would be followed by an "Open Forum".

Parishioners would be welcomed with a coffee and light refreshments.

14. Handover of PPC Chairmanship.

Claire would take over from Digby after the Parish Assembly.

15. Bishop Crispin's Visit on 15th October.

After the mass a social event is being organised in the Keenan Rooms with everyone welcome. Fr. Jim would arrange for publicity.
(Action JJ to arrange publicity)

16. St Teresa's School

Fr. Jim said that the school had been classified as "Outstanding" following the last inspectors visit and staff and pupils were to be congratulated.

17. Pastoral Area

The joint visit to Hyde Park to see the Pope was made up of 50 from the pastoral area with 20 coming from Corpus Christi. Bernard produced an album of photographs and agreed to print some for the notice board.

(Action BO'N to print photos)

18. Any other Business

Fr. Jim thanked Digby for all his hard work and administration skills, in setting up a PPC structure which he believes is robust enough to withstand the test of time. Digby thanked everyone for their support and wished Claire luck in the future. He was sure that teamwork was the essential for success.

Fr. Jim added that work on the church roof was scheduled to start on 4th October and the church car park would be out of action during this work. He foresaw problems with parking during "School Run" times

19. Date of Next Meeting

Wednesday 10 November at 8.00 pm in the Keenan Rooms.