

**Minutes of a meeting of the Corpus Christi Parish Pastoral Council held at 11 Murdoch Road on**

**Wednesday 16 January 2008 at 8.00 pm**

Present:	Father Jim	President
	Digby Carter	Chairman
	Anne Beesley	Outreach
	Julia Braithwaite	Communications
	George Ennis	Administration
	Lynne Hall	Welcoming
	Jane Williams	Catechesis

[Please note that specific actions have been shown in ***bold italics*** followed by the initials of the PPC member required to take the action]

**1 Opening of meeting**

Digby opened the meeting and welcomed those present.

**2 Apologies**

Apologies for absence had been received from Philip Brown, John Osbaldeston Jim Steven.

**3 Minutes of meeting held on 19<sup>th</sup> September 2007**

The minutes of the meeting of the PPC held on 21 November 2007 were approved as a correct record of that meeting

**4 Parish Assembly**

It was agreed that the Parish Assembly had been a success and that it provided a valuable forum to provide and receive feedback within the Parish. Digby led a discussion on the points arising from the Parish Assembly held on 28 November 2007. Each item raised at the Assembly considered and it was agreed that the following items needed to be followed up/investigated further:

Choir Loft – George will meet with choir to assess need and consider solution

CCAF – Jeremy is keeping a watching brief on the political instability in Kenya. There are no immediate plans to send funds to Kenya.

Pilgrimage – Ongoing

Churches Together in Wokingham – Anne will take action to ensure events and forums are well publicised within the Parish.

**5. Catechesis**

Jane presented a report on the actions she had been taking since the last meeting:

(a) Eucharistic Ministers –Charles Gallagher has taken responsibility for Eucharistic Ministers and is seeking to appoint more within the Parish.

(b) Readers – John Blackwell has run training for existing readers and it was agreed that Karan would assume responsibility for the rota.

(c) Liturgical Co-ordination Committee Tony Marsden is running this group and plans are progressing

(d) Youth – A youth mass was held on 8<sup>th</sup> December and was very successful. The next Mass is planned for 8 March 2008.

It was noted that a Sacristan is required for each Mass.

## **5 Outreach Report**

Anne presented a report on the actions she had been taking since the last meeting.

Anne reported that the Outreach Group had met and the focus of the meeting had been appeals during Lent. CCAF and CAFOD representatives had agreed collection dates and CAFOD would also be holding a 'Soup and Role' Lunch on 7 March. Julia agreed to place an advert in the next Magazine for the lunch.

It was agreed that the national CAFOD update letter would be sent out with the Newsletter.

## **6 Welcoming Report**

Lynne presented a report on the actions taken since the last meeting.

(a) Welcome pack – will be updated on an annual basis

(b) Church Porch – Lynne will report back at the next meeting on ideas for making the entrance to the church more welcoming.

(c) New Parishioners' – Six new parishioners have been welcomed into the Parish and a Cheese and Wine evening will be held again in October.

(d) Social Committee – A quiz will be held on 1 March in the Keenan Rooms.

## **7 Administration Report**

George reported that whilst the boiler had been replaced it appears that there is a leak in the system, which requires repair. George confirmed improvements had been made to security, heating in the church was to be upgraded, additional storage for the Keenan Rooms was to be provided, new fencing and a gate were to be constructed between the school and the church, lighting was to be improved, a contract for repair of the roof had been established and Chris Hall and Jeremy Best continued to provide gardening services.

## **8 Communications Report**

Julia presented a report on the actions she had been taking in respect of Communications since the last meeting.

(a) Parish Calendar – continuing to consider how to make it more accessible, easier to use, and better publicised.

(b) Notice Boards – continuing action to improve the notice boards.

(c) Feedback mechanism – to be used by any groups (e.g. Liturgy Group seeking feedback on Liturgy).

It was noted that the next edition of the Magazine is due at the end of February.

## **9 St Teresa's School**

Digby is keeping in touch with Clive Field; Chair of Governors of the school and it has been agreed that there will not be a full representation on the Parish Council at present. It was noted that the school has just opened a pre-school, which is well attended.

## **10 LPA**

Digby reported that the Clergy and the PPC Chairs from each parish involved in our LPA will meet on 8 February to discuss the future sharing of resources as the LPA plans to move towards operating as one larger Parish.

## **11 A.O.B**

Digby advised the PPC that he intends to take a more 'hands off' approach during the coming year. It was agreed that each Member should appoint a deputy to attend at least one meeting in their place during the year.

## **12 Next Meeting**

The next meeting of the PPC was to be held on Wednesday 12<sup>h</sup> March 2008 starting at 10am at 11 Murdoch Road.

There being no further business Digby thanked those present for their attendance and all their hard work and closed the meeting.