

Minutes of a meeting of the Corpus Christi Parish Pastoral Council held at 321, Barkham Road, Wokingham on Wednesday 16th July 2008 at 10.15 am

Present:	Father Jim	President
	Digby Carter	Chairman
	Sue Baggott	Communications
	Anne Beesley	Outreach
	Jeremy Best	Outreach
	Philip Brown	Secretary
	Carrie Kerr	Liturgy
	Madeleine Black	Liturgy
	John Osbaldeston	Pastoral Care
	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 particularly Sue Baggott who had taken over responsibility for communications on the PPC following the resignation of Julia Braithwaite, Jeremy Best who was to act as Anne's deputy and Madeleine Black who was to act as Carrie's deputy. Digby asked for a note of thanks to be put on record for the contribution that Julia had made as a member of the PPC since its formation in June 2006.

2 Apologies

Apologies for absence had been received from Lynne Hall and George Ennis.

3 Minutes of meeting held on 14th May 2008

The minutes of the meeting of the PPC held on 14th May 2008 were agreed.

4 Catechesis

Jane reported on the actions taken since the last meeting:

(a) Marriage preparation – Although people were in place to help with marriage preparation it was agreed that it would be helpful for them to be supplemented by a younger couple, if at all possible.

(b) Eucharistic Ministers – Charles Gallagher was doing a very good job having assumed responsibility for the administration of the Eucharistic Ministers.

(c) Readers – Jane and David Shillibier were working together to try to identify potential young readers and were having some success.

(d) Children at non Catholic schools – The sisters remained responsible for the Catholic education of children at non Catholic schools. ***Jane was to reassess the position in September (JW). Fr Jim and Digby planned to meet the Headmaster of Ludgrove School to discuss the position of Catholic boys at that school (Fr Jim / Digby)***

(e) Youth – The next youth mass may have to be delayed until September as First Holy Communion and summer holidays will make June, July and August very difficult. **Jane was to fix the date (JW)** and David Lumsden and Jean Blackwell had agreed to help with the music.

(f) Children's Liturgy – Administration remained a problem and there was still a shortage of leaders and helpers.

(e) Confirmation – The programme had been resourced and was to start September / October

(g) First Holy Communion – The new programme would be run by the school. Jane was working on how those who were not at the school would be incorporated. There was **the need for a meeting between Jane, Digby and representatives from St Teresa's school (Jane / Digby)**. In order to prevent a recurrence of this year's near proximity of Summer events between parish and school, it was agreed that there would be just one, to be run jointly and not associated with First Holy Communion. This need for improved communications led to a discussion on a **need to improve the links between the Social Committee, St Teresa's school and the Parish Secretary (Lynne / Sue)**.

5 Liturgy Report

Carrie reported on the actions taken since the last meeting as follows:

(a) Alter Servers – Carrie was looking for a leader possibly from the confirmation group and also trying to establish contact with Park Place with a view to organising some training for alter servers

(b) Liturgy group – Carrie was aiming to hold a meeting with Tony Marsden.

(c) Music – Carrie was also aiming to hold meetings with Derek Davey and Jean Blackwell

(d) Sacristy – This was run by Maria Tomlin but two additional people had been found so that there should be cover for each of the weekend masses.

(e) Offertory procession – John reported that the rota was not working at the 9am mass on Sundays and **Jane undertook to discuss the problem with Karen (JW)**.

6 Outreach Report

Anne reported on the actions taken since the last meeting as follows:

- (a) CAFOD – The May bank holiday collection had raised more than £800.
- (b) CCAF – Jeremy reported that the appeal target of £8,000 had been reached. Fr Martin Solma who has responsibility for Our Lady of Nazareth School in Nairobi, one of the beneficiaries of the CCAF, would be visiting the Parish over the weekend of 19th/ 20th July and would be speaking at all three masses at Corpus Christi.
- (c) CTW – Fr Jim reported that it would not be possible to house the CTW cross in the church itself. There was no problem in retaining the cross so that it would be in the right place for the start of the procession into Wokingham next Good Friday but there were still **some timing problems relating to next year's procession which needed to be resolved (AB)**. Fr Jim had written to the CTW organisers making this point.
- (d) Poverty – Anne raised the question as to whether there were any problems involving poverty in the Parish which the PPC ought to be addressing. Fr Jim expressed the view that “emotional” poverty was probably more of a problem than “financial” poverty. The sisters had a great deal of information on the subject and a number of initiatives were being run in the Parish. It was agreed that it would be useful to try and bring together the information held by the sisters and **Sue agreed to consider what action should be taken under her communications remit (SB)**.

7 Welcoming Report

Lynne had submitted a written report on the actions taken since the last meeting which Digby referred to as follows:

- (a) New parishioners – A “new parishioners evening”, to be organised by the Social Committee, is planned for October
- (b) Social activities – The Parish BBQ was successfully held on 6th July despite very bad weather. Christmas plans are currently being formulated.
- (d) U.C.M. – Full programme planned up to December. 2008 sees the 60th anniversary of the U.C.M. foundation in Wokingham.
- (e) Youth United – Chris Doddington was stepping down and it was agreed that **Fr Jim would appeal to the parish, especially the parents involved, in September with a view to identifying an alternative leader (Fr Jim)**
- (f) Mothers and Toddlers and Afternoon Club both running very successfully

(g) Pantomime – Wokingham Theatre was not available for the pantomime next year so alternative venues are being sought. ***John requested that an email should be sent out fairly urgently requesting volunteers to act as chaperones for the pantomime (John)..***

(h) Welcome Pack – This is due for an update both as to content and contact numbers. Lynne had requested that ***any necessary additions / changes should be sent to chris.hall@inter-alia.co.uk by the end of August (All).***

(i) Sr Veronica – Consideration was being given to an event to mark Sr Veronica's Diamond Jubilee on 28th August but her current state of health remained a major concern.

8 Pastoral Care

John reported on the actions taken since the last meeting as follows:

(a) Special Needs – (i) Wheelchair seating arrangements – These had now been implemented and the general reaction had been very favourable. (ii) Uneven flagstones outside the church had been repaired. (iii) Investigation into providing a seating solution for those with back problems was ongoing.

(b) Bereavement – Deirdre McCormack and John attended the Diocesan bereavement day on 21st June which John had helped to organise. John felt that the day, which had been attended by over 100 people, had been very successful. A development group was continuing to meet.

(c) Sick visiting – No further progress likely until after the summer holidays in September

(d) Child Protection – Nothing to report

9 Administration Report

George had submitted a written report on actions taken since the last meeting which Digby referred to as follows:

(a) Audio system – A new audio system had been installed in the church.

1 (b) Work was under way on clearing out the toilet at the back of the church, changing the Parish Secretary's office and reconnecting a toilet adjoining the new office for Parish Secretary.

(b) Caretaker – Digby confirmed that he was working on a paper relating to the provision of some form of caretaking services for the church.

10 Communications Report

It was noted that the Summer edition of the Parish magazine had been published and Digby thanked Sue for her work on the magazines to date. Digby confirmed that he was to have a briefing session with Sue on communications immediately after the meeting.

11 St Teresa's School

Digby reported that meetings continued with representatives from the School to discuss mutual items of interest.

12 Pastoral Area

Fr Jim had announced over the weekend of 12th and 13th July the contingency plan for the South Berkshire Pastoral Area, which included Corpus Christi, in the event that the current number of priests was reduced to two.

13. Deputies

Digby urged the few remaining members of the PPC who had not appointed deputies to do so. In the meantime ***Digby undertook to up date the PPC structure chart to reflect the names of those deputies who had been appointed (DC)***

14. Situations Vacant

Digby repeated his request from the previous meeting for ***all members of the PPC to provide him with a list of vacancies in each of their departments as soon as possible (All)***. Digby proposed to make his annual appeal for new volunteers at masses over the weekend of 27th and 28th September ***{subsequently changed to weekend of 4th & 5th October}*** and asked members of the PPC to make themselves available to take names at the back of the church after each of the masses.

15. Parish Assembly

Digby confirmed that the date for the main Parish Assembly was to be 27th November 2008 with the reprise to be attended only by Digby on 3rd December.

16. Date of Next Meeting

The next meeting will be held on 17 September 2008 at 8pm in the Keenan Rooms.