



Sacred Heart Church

Parish of The Sacred Heart, Flitwick
 Minutes of a Meeting of the Parish Pastoral Council
 Tuesday, 08 March 2016

PRESENT

Paula Bates	Siobhan Campbell
Eamonn Diver	Maggie Dullaghan
John Flanagan	John Fletcher
Canon Bennie Noonan	Diana Page
Deacon Philip Pugh	Suzanne Yates
Peter Leatherland (PAC)	Kate Mansford

APOLOGIES

Martin Brennan	Helen Burgess

Agenda Item	Discussion/Decision	Action
1.	Meeting continued from AGM	
2.	Apologies – as above	
3.	Minutes were passed and agreed that they would be published on website.	• SY to send to TD
4.	Matters Arising <ul style="list-style-type: none"> No matters arising 	
5.	Focus Areas - DPP <ul style="list-style-type: none"> ❖ Community <ul style="list-style-type: none"> Caring Parish <ul style="list-style-type: none"> We are continuing our work of being a caring parish We have special ministers of the Word visiting people in the parish and we will have a bidding prayer at the weekend Masses when we know that this will be happening We are looking at ways to improve our welcoming at Masses. We need to have a group of people to do this and they need support to know what their role is The village social in Maulden in 2014 and 2015 is a good idea and we are hoping to something like this in other local villages ❖ Resources <ul style="list-style-type: none"> The cost of the St Francis Suite has been less than budgeted due to some tradesman who have done the work for free 	

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	<ul style="list-style-type: none"> - TIF comes to an end this year and there may be other calls on parishioners funds - CBN mentioned the cathedral redevelopment. There are plans to develop a community centre for the area and also do some work on the cathedral itself. This will be a much more voluntary programme than TIF - There is also a need for more funds for priest training as we have ten men training at the moment and this will again be a similar programme to TIF but also much more voluntary programme - With these demands on parishioners money it makes it difficult for us to ask them to increase their donations to Sacred Heart - We tend to break even over the year with out income and expenditure - There is a need to develop a plan so that parishioners know what they will be asked for over the next few year <ul style="list-style-type: none"> ➤ Priest training ➤ Cathedral development ➤ Increase in parish funding <p>❖ Formation – DPP</p> <ul style="list-style-type: none"> - DPP talked about adult formation as we have a strong programme for young people - There will be a reconciliation programme later this year for adults. It will be based on the one done for the children - Catechist have a training day in June 	
6.	<p>Standing Items</p> <p>(i) Health and Safety – JFle</p> <ul style="list-style-type: none"> - The annual safety inspection and risk assessment review of the church and grounds including the St Francis Suite (for the first time) was carried out in February and did not identify any significant safety risks. The minor issues identified have either been rectified or are being progressed. - The introduction of the St Francis Suite into the parish estate has introduced new risks and has made necessary changes to be made to our health and safety documentation including arrangements for fire risk assessment, first aid and electrical safety etc. - The diocese will shortly be introducing an updated safety policy document to all parishes which will then require our own documentation to be amended to be compliant. <p>(ii) Safeguarding – PB</p>	

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	<ul style="list-style-type: none"> - We have over 80 people with a current DBS. - In January PB wrote to the majority people advising them of the new e-learning and asking for up to date contact details specifically an email address. There has been a very, very poor response. PB also issued over twenty DBS renewals and only three replied. - PB has held back writing to the remaining people who needed their DBS renewed. In the last few days the Diocese has contacted PB. They have advised that although it is best practice and their policy that every three years we are to carry out a renewal of everybody's DBS they are asking us to put this on hold as they are short staffed. - PB suspected as much as the two DBS she submitted in the autumn have not been processed. PB will now amend the letters asking for contact details and provide details of the elearning. - Once this had been completed PB will have written to everybody who holds a DBS introducing herself. - There is one DBS in the early stages with two still outstanding - There are no safeguarding issues at the moment. <p data-bbox="252 1115 981 1182">(iii) Pastoral Area Council- Report from Anne Gadsden</p> <ul style="list-style-type: none"> - Discussed in the AGM <p data-bbox="252 1249 582 1283">(iv) Finance – DPP</p> <ul style="list-style-type: none"> - Discussed in AGM Note Hugh Davis has confirmed he will provide full P&L for the year after Easter <p data-bbox="252 1400 689 1433">(v) Social Activities – DPP</p> <ul style="list-style-type: none"> - KM and DPP are liaising on this. We have the St Patrick's Day celebration and the Flitwick Singers on 9 April and the Easter raffle - There will be a social evening on 16 July to celebrates DPP's 10th anniversary of ordination to the diaconate - There are other plans a foot... <p data-bbox="252 1697 619 1731">(vi) Social Media – MD</p> <ul style="list-style-type: none"> - There has been little change in the pattern of our Facebook viewing and comments <p data-bbox="252 1839 443 1872">(vii) CTA&F</p> <ul style="list-style-type: none"> - This group is continuing to work together and for 2016 we have a new format for the Walk of Witness on 25 March which hopefully will get every one involved. - The Ampthill Baptist Church is leading the sunrise service on Easter morning in Ampthill Park. 	

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	<ul style="list-style-type: none"> - Pentecost in the Park this year is being held in Flitwick using the grounds of the hall as well as part of the park. - Churches are being asked to increase their donation to this group as we have not increased this for about 5 years. That means each of the churches is being asked to contribute £80 to the group. We are also supposed to contribute £30 a church to the Bedfordshire Churches Together which we have not done over the years as it is such a large part of what we get in. We have had Mgr Séan Healy, who is the chair of Bedfordshire Churches Together, speak to us this year and we are asking each church to contribute separately if they are willing to pay this money. - Again on Remembrance Sunday we will be laying one wreath from CTA&F at both the Ampthill and Flitwick ceremonies. 	
7.	<p>Next Meeting</p> <ul style="list-style-type: none"> • 10 May – this has had to been changed as the PAC is meeting at Sacred Heart on 17 May • 19 July • 20 September • 15 November 	
8.	<p>AOB</p> <ul style="list-style-type: none"> ❖ Monitor – DP - This is not working correctly 	<ul style="list-style-type: none"> • DPP and DP to discuss how to fix this
9.	CBN closed meeting with a prayer	