

## St Mary's Parish Pastoral Council

### Minutes of meeting Thursday 25<sup>th</sup> July 2019

#### Present:

- Fr William Wright (Chair)

#### *Appointed*

- Carmel Bridson
- Chris Clissitt
- Simon Stockdale

#### *Elected*

- Teresa Britton (Liturgy)
- Amanda Kelly (Support)
- Frances Watson (Formation)
- Chris Senior (Secretary)

- Apologies: Jules Finn (Mission), Paul Jackson (School), Vince McGurk

1. **Opening Reading** was led by Fr. William

2. **Apologies**

As recorded above.

3. **Parish Priest introduction**

Fr William read aloud to the Council his (March 2019) *Parish Report to Ampleforth*.

Issues raised in the report included; St Mary's adoption of Macheke Primary School in Zimbabwe under the 'International Outreach' programme, the Parish being supported and maintained by a surveyed 220 voluntary (unpaid) roles, and the continued challenge of finding common activities within 'Christians Together in Knaresborough' scheme.

Other matter related to finance are covered (and updated from March 2019 report) in the below Item 10.

4. **The minutes of the PPC meeting on 2<sup>nd</sup> May 2019**

AMENDMENT: It was felt that **Item 7: Liturgical Experience** should have explicitly recorded that not all PPC members had fully agreed with Fr William's initial interpretation of the Parish's current levels of engagement in the Liturgy.

Subject to the above point of order the Minutes of the last meeting were approved as an accurate record.

5. **Actions and matters arising from the PPC May 2019 meeting (not in the Agenda)**

7) Liturgical Experience

Fr William noted that there had been no suggestions from PPC members to the request to 'name' the project of improving the liturgical experience, and he was now no longer seeking such a title; although the actual initiative would still continue.

PPC members also commented that (following the discussions in this item) Fr William's subsequent revised explanations to the Parish in Mass over need for changes to improve the liturgical experience had been well received. It was felt that the tone was far more positive than in previous similar addresses although it was noted that the importance of music in improving the Mass could have been stressed.

8) 2019 Appraisal

No feedback had been received from PPC members re. the circulated draft questions and this deferred item from the May 2019 meeting would be again rescheduled.

**ACTION:** PPC Elections to be raised as a future Agenda item – *date not specified*.

All other outstanding Actions were completed, or otherwise raised as Agenda items.

6. **Dropping the Catholic Printing Company (CPC) sheets**

Fr William explained that his proposal to stop using the CPC pre-printed weekly [Bulletin] sheets was intended to assist in improving the liturgical experience by replicating the listening experience from Jesus' original preaching and by deliberately avoiding the very different feel of a 'shared scripture reading' as at present. The potential modest savings in Parish costs, and environmental aspects of this suggestion were irrelevant, if minor advantages.

It was acknowledged that some Parishioners with hearing difficulties (a situation which could also be affected by the audibility or skill of an individual Reader) may struggle to be engaged without being able to simultaneously consult the written text. It was also known that the CPC sheet cover messages and teaching observations were valued by some parishioners.

Fr William noted an alternative (to non-use of the printed sheets) was circulating the CPC sheets one week *in advance*. Members noted this would be confusing to visitors and even look like an error e.g. sheets with the wrong printed date and seemingly incorrect reading being circulated to attendees. Simon Stockdale noted that providing a small number of Missals for individual parishioners to collect and use at each Mass could address most problems.

It was suggested that trial alternative(s) could be adopted, although PPC members noted any such major change would need detailed, repeated and well advanced warnings to the Parish.

**ACTION:** Fr William would consider a trial of non-use of CPC sheets in Easter 2020 (and perhaps a further trial of week-in-advance use of CPC sheets in Easter 2021). To be informed by questions and feedback from the next [2020] Parish Appraisal.

**ACTION:** Fr William would also consider further guides and instruction for Readers and the possibility of reviving a weekly meeting of Readers would also be investigated.

## 7. PPC Maintaining Democratic Representation

Fr William explained the changes introduced in 2013 to the Parish Constitution (the enhanced use of 2 year elected terms for some members serving under Ministry groups) was intended to aid in democratisation and engagement in Parish affairs. However in recent years Fr William had observed spontaneous nominations from parishioners were practically non-existent for the elections, and asked how to better involve the Parish in PPC affairs.

In response it was thought that parishioners were unlikely to know who their PPC members were or what they did. The PPC parish website information was out of date or partial, and there was no councillor information on the atrium notice boards. It was thought the Priest could explain more about the PPC to the Parish, while Fr William noted he was happy to encourage all PPC members to introduce themselves to the Parish at Mass.

**ACTION:** ALL PPC members to urgently provide Fr William with a photograph and short biography text to update the website and noticeboards, this to be sent by end of July.

It was also observed that the current Parish Constitution now required revision to remove all references to Ampleforth and the Abbot given the recent adaption of St Mary's into the Leeds Diocese (e.g. *Parish Constitution* Section 10.3).

**ACTION:** Fr William to bring an amended Parish Constitution to the PPC for approval to reflect the change of Parish status from Ampleforth to the Diocese. A date was not specified, although was noted review of the Parish constitution was conducted periodically by PPC.

**ACTION:** Fr William would investigate St Mary's Parish representation on the recently reformed Diocesan Pastoral Council and the Deanery Pastoral Council [See: *Parish Constitution* 6.1]. Fr William requested PPC volunteers to step forward for these role(s).

## 8. Secretary to the PPC

Fr William announced the Secretary was standing down at the end of 2019 and that he was seeking a replacement. Chris Senior was thanked for his contribution.

## 9. Car Parking

Fr William asked advice on encouraging parishioners not to abuse the arrangements of agreed limited use of St John's car park on Sunday mornings. St John's had generously provided St May's with 12 permits (ideally for use to assist infirm Parishioners) but this was being undermined by others and causing problems for St John's Sunday attendees. A draft announcement to the Parish was circulated and Fr William sought comments.

A brief discussion occurred re. limitations of St Mary's own car park (it was agreed that reserving disabled parking bays or bay/lane painting would actually reduce capacity and flexibility). Requesting local residents to park elsewhere was also viewed as impractical, especially given the quite considerable income generation from this source.

With minor amendments the draft announcement was approved by the PPC.

**ACTION:** Fr William to address the Parish over alternative car parking options –including walking and cycling -and insert an enhanced notice in the Parish Bulletin.

## **10. Finance Report**

The report by Stephen Walker had been previously circulated to members.

In earlier discussions (see above Item 3) it was noted that:

- Although the Parish buildings were in a generally good order of repair, an observed slight sagging of the floor in the Church (Marian statue corner) had recently deteriorated. The affected area was now cordoned off while surveyors investigated the issue, and some funds were already set aside to deal with any required works.
- Reported that 23 Parishioners with previous Standing Order accounts had not arranged for the transfer of funds using new Parish bank account details (this required following the move by St Mary's to the Diocese). Fr William was approaching these parishioners individually to prompt earliest transfer to the new account.
- The notable reduction of Parish payments to Ampleforth, and the transfer of the Hall Refurbishment Loan to the Diocese (under more favourable loan terms) had assisted in the overall balance of financial accounts.
- As of mid 2019 Parish expenses were reduced although income is also currently somewhat lower than anticipated. The situation was being closely monitored by the Finance Committee who stressed the importance of fundraising (and the intention to widen involvement in fund drives beyond the usual core of regular supporters).

**ACTION:** Fr William to consider suggested expansion/campaign of *200 Club* scheme

No further comments were raised.

## **11. School Report**

The report by Paul Jackson had been previously circulated to members.

The results of KS2 evaluation were commended as impressive ('outstanding' rated) and the PPC also commended the good results for KS1 especially given the complex makeup of that cohort.

No further comments were raised.

## **12. Possible change of PPC day from Thursday**

To better accommodate Fr William's regular weekly leave day he requested a new schedule for all future PPC meetings by moving from Thursday to Monday evenings (though all meetings would still start at 7 pm). This proposal was agreed by all members.

As SVP regularly met in the Church Hall on alternative Mondays a new series of PPC dates would need to be confirmed outside the meeting. It was noted that new Mondays may not necessarily occur in the same week as the now superseded Thursday meetings. Fr William would investigate schedules.

**13. Future Meetings**

**NEW** 19:00 – 20:30 Monday 21<sup>st</sup> October 2019  
**NEW** 19:00 – 20:30 Monday 24<sup>th</sup> February 2020  
**NEW** 19:00 – 20:30 Monday 4<sup>th</sup> May 2020  
**NEW** 19:00 – 20:30 Monday 20<sup>th</sup> July 2020

**The above dates were confirmed by Fr William post the July PPC meeting**

**14. Final Prayer**

The meeting closed with a prayer.