

Parish of Saul & Ballee

Minutes from Pastoral Council Meeting

Date of meeting: Monday 15th February 2016

Time: 7.30pm

Location: Saul Parochial House

Attendees: Fr. Paul Alexander, Vivienne McCormick, Geraldine McVeigh, Gemma Sloan, Mary Burns, Anne Marie Hanvey.

Chair: Vivienne McCormick / **Vice Chair:** Post vacant / **Secretary:** Geraldine McVeigh

1. Apologies: Rachel Hamill and Paul Kelly. Paul Fitzsimmons (will be late)

2. Opening Prayer led by Fr Alexander

3. Adoption of Minutes from Previous Meeting – 18th January 2016

The minutes from the above meeting were circulated to all members via email prior to tonight's meeting. All were in agreement with the minutes and a proposal was made by Fr Alexander and seconded by Mary Burns to adopt the minutes as presented. The minutes were adopted and signed off by the Chairperson, Secretary and Fr Alexander. A copy will be held on file in the Parochial Office and a copy will be published on the Parish website. The Parish notice boards will also be updated.

- **Action:** Geraldine McVeigh to email minutes to Parish secretary so they can be published on the Parish website.

- **Action:** Vivienne/Geraldine to update noticeboard in St. Patrick's Church.

4. Matters Arising –

Review of Roles/Responsibilities of PPC

Vivienne spoke to Jim Deeds and he can come down on Monday 4th April for a talk on the Roles and Responsibilities of members of the Parish Pastoral Council. It was agreed that we accept this date.

- **Action:** Vivienne to contact Jim Deeds to advise this date is suitable.

Extra-Ordinary Ministers of the Eucharist:

The Extra-Ordinary Ministers of the Eucharist met on 1st February to consider where they stand within the Church, conducting children's blessings and visiting the sick. It was agreed that they will meet once a year.

- **Action:** No further action required

Reflection Day for Readers of the Word

A Reflection Day for Readers, conducted by Fr Mel, will be held at Tobar Mhuire from 9.30am to 5.00pm on Saturday 20th February. Eleven or twelve readers are expected to attend.

- **Action:** No further action required

Parish Newsletter:

Vivienne hopes to get the next Newsletter out for Easter weekend. The schools have been approached to request P6 and P7 to enter a competition to design a front cover for each issue of the Newsletter. Vivienne has spoken to Mr McGrath and he is very pleased to help with this and we hope to get details out to the children before half term. The prizes will be 4 cinema passes. It was suggested as well as cinema tickets the winners could receive a framed copy of their entries. An article will go in the Newsletter with a photograph of the winners. St Joseph's Ballycruttle have already submitted 17 entries of a very high standard, one in particular is very good and will be used on the next issue of the Newsletter. Vivienne is working on a collage of the other pictures which could be displayed in each of the churches. The profile for the choir and other articles may have to go in a later issue due to lack of space in the March Newsletter. Copies of the Newsletter will be left in the schools.

- **Action:** Vivienne to get details of competition out to schools before half term.
- **Action:** Copies of Newsletters to be left in the schools

Eucharistic Adoration:

Eucharistic Adoration is going well and numbers are keeping up. Some people had requested more heating particularly in the afternoon and Fr Alexander agreed to extend the times the heating will be on in the Church. The Adoration Committee is working on a flyer for parents.

- **Action:** Fr Alexander to extend heating times
- **Action:** Adoration Committee to produce flyer for schools

Jubilee Year of Mercy:

The 'Day of Mercy' on the last Friday of the month of January went well and Fr Alexander will consider having Exposition for a longer period next month.

The '24 Hours for the Lord' from the evening of Friday 4th March to the evening of Saturday 5th March will be celebrated with Mass at 7.00pm on Friday evening, and 6.30pm on Saturday evening, in Saul followed by Exposition of the Blessed Sacrament

until midnight on both evenings.. Fr Alexander will put out booklets on Examination of Conscience and will be available for Confession all evening. Notice about the arrangements for the Day of Mercy and 24 Hours for the Lord to go in the Bulletin.

Fr Alexander felt we should do something as a Parish to mark the Year of Mercy and suggested a trip to the Doors of Mercy at St Patrick's and Clonard in Belfast - we could hire a bus and parishioners could go as a group. It was decided to discuss this further at the next meeting.

The Day of Mercy in March is Good Friday. Fr Alexander suggested we have something in the evening for the Day of Mercy, perhaps the Divine Mercy Novena and Day of Mercy Prayers around the Cross at 7.00pm followed by Confessions.

- **Action:** Vivienne to arrange Notice for Bulletin
- **Action:** Fr Alexander to consider extending Adoration on the Day of Mercy each month.
- **Action:** Suggested trip to Doors of Mercy to go on Agenda for next meeting.

5 Easter Ceremonies

It was agreed as follows

Holy Thursday: Mass in St Patrick's, Saul at 7.30 with Exposition until 9.00pm.

Good Friday: The Passion in St Patrick's, Saul at 3.00pm
Stations on the Mountain at 5.30pm (weather permitting).

Holy Saturday: Easter Vigil in St Patrick's, Saul at 9.00pm

Easter Sunday: Mass in St Patrick's, Saul at 9.30am
Mass in Carlin at 11.00am

It is hoped to have a Mass at 6.00am on the mountain on Easter Sunday but this will depend on the condition of the mountain at Easter. This will be discussed further at the next meeting.

- **Action:** Dawn Mass on mountain to go on Agenda for next Meeting
- **Action:** Vivienne to prepare notice of Easter Ceremonies for Churches

6. Cemetery Policy/Columbarium review:

The changes were agreed and a proposal was made by Anne Marie Hanvey and seconded by Gemma Sloan to adopt the Policy as presented. It was thought we need to clarify the site of cemeteries A, B and C and Vivienne will make the necessary changes and send the revised Policy to Amanda for circulation to interested parties.

- **Action:** Vivienne to make agreed changes to Policy and send to Parish Secretary.

7. Family Prayer Ministry

Suggestions were made on how we can promote this Ministry. We could introduce prayers at Baptism, mealtime prayers, liturgical prayers and include some prayers written by the children. Fr Paul has a booklet from 1984 on how prayer brought family together. Vivienne has obtained a copy of the prayers used in the schools and the Principal of St Patrick's PS, Saul has indicated he would be willing to promote this Ministry through the school. This item will be kept on the Agenda

- **Action:** Family Prayer Ministry to go on Agenda for next Meeting.

8. Parish Pastoral Council Review/Bishop's Report

As a Council we are required to be open and transparent with everything we are doing and the review prepared by Vivienne and circulated to the Council covers all that is going on in the parish and our hopes for the year ahead. 50 copies of the review will be printed in the middle of March and left in the churches. A copy of the Bishop's report will be sent to Bishop Treanor and also to Jim Deeds of the Living Church Office.

- **Action:** Vivienne to send PPC Review to Parish Secretary for printing and distribution.
- **Action:** Vivienne to send report to Bishop Treanor and copy to Jim Deeds

9. Consultation with the Parish Community

We need to have ongoing communication with the people of the parish and consult with them to gather information to enable us to plan. We could have a survey but people tend not to respond to surveys. We could have a suggestion box, or some parishes have a parish assembly with an open meeting and take suggestions. We could have tea after Mass and invite people in – people have ideas and we could ask them. It was agreed to think and pray about it to enable us to come to a decision. We need to take time to ensure we come to the right decision and it is well organized so it will probably be the Autumn before we make a final decision.

- **Action:** To remain on the Agenda

10. AOB

Webcam

Fr Paul advised that the problem with the webcam seems to be with BT and the broadband speed. He is in touch with the website designer to get the problem resolved.

- **Action:** Fr Alexander will keep us updated

Altar servers

Fr Paul advised that the altar servers are informed of weddings during school holidays and some are now coming on a Friday night.

- **Action:** No action required

Parish Pastoral Centre: Still awaiting planning permission

- **Action:** Fr Alexander will keep us updated

Ballycruttle House: Still at planning stage. A lot of work has to be done. Sight lines have to be changed and work on water supply and sewers etc.

- **Action:** Fr Alexander will keep us updated

Site at School: Still awaiting a decision

- **Action:** Fr Alexander will keep us updated

11. Date of next meeting/Prayer Leader

The date of the next meeting will be: Monday 14th March 2016. Prayer will be led by Anne Marie Hanvey.

12. Closing Prayer

Meeting concluded with closing prayer.