

*Parish of Saul & Ballee*

## **Minutes from Pastoral Council Meeting**

Date of meeting: Monday 18<sup>th</sup> January 2016

Time: 7.30pm

Location: Saul Parochial House

**Attendees:** Fr. Paul Alexander, Vivienne McCormick, Geraldine McVeigh, Rachel Hamill, Mary Burns, Anne Marie Hanvey and Paul Kelly

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

**1. Apologies:** Gemma Sloan (will be late) and Paul Fitzsimmons

**2. Opening Prayer** led by Mary Burns

**3. Adoption of Minutes from Previous Meeting** – 1<sup>st</sup> December 2015

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 Paul Kelly and seconded by Rachel Hamill 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 noticeboards in St. Patrick's Church.

**4. Matters Arising** –

The Chairperson extended a welcome to the first meeting of the new year and spoke of how the second Reading at Mass on Sunday from the 1<sup>st</sup> Letter of Paul to the Corinthians was very appropriate for us as a Council as God's work is at the heart of all we do, we come to share in the work of God and our aim is to work towards a common goal of enriching our Parish and the lives of our Parishioners.

### **Review of Roles/Responsibilities of PPC**

Jim Deeds can come down on 15<sup>th</sup> March for a talk on the Roles and Responsibilities of members of the Parish Pastoral Council. That date does not suit but Vivienne will speak to him to see if he is available on 14<sup>th</sup> March.

- **Action:** Vivienne to contact Jim Deeds to arrange another suitable date.

### **Training for Extra-Ordinary Ministers of the Eucharist:**

Training took place in Tobar Mhuire on Saturday 5<sup>th</sup> December from 9.30am to 5.00pm conducted by Fr Mel. There were 9 Extra-Ordinary Ministers of the Eucharist in attendance including 4 new ministers. It was a challenging day but prayerful with Eucharistic Adoration. The new ministers are now involved and Eithne Gorman has agreed to take over arranging the Rota.

A meeting of the New Ministers was to be organised following the retreat, to discuss some issues that had arisen during this day together. Fr. Paul/Vivienne were to arrange a suitable date for this meeting which would take place in the Parochial House.

- **Action:** Eithne Gorman to arrange Rota
- **Action:** Fr. Paul/Vivienne to organise Ministers meeting at an early date.

### **Parish Newsletter:**

We hope to get contributions from other parish groups and the schools for the next Newsletter. Paul Fitzsimons is to be asked to put something together on the Gaelic Club. Vivienne will speak to Amanda to get a profile on the choir and the Adoration Committee will prepare an article. P6 and P7 pupils of the Parish schools are to be asked to take part in a competition to design a front cover for each issue in 2016. Vivienne will speak to the Principal in Saul and Fr Alexander will speak to Ballycruttle and request entries by the end of February to be available for the March issue and this will help involve the rest of the parish.

- **Action:** Paul Kelly to speak to Paul Fitzsimons re article from Gaelic Club
- **Action:** Vivienne to speak to Amanda re choir
- **Action:** Mary and Geraldine to prepare article on Adoration
- **Action:** Vivienne to speak to Mr McGrath re front cover design
- **Action:** Fr Alexander to speak to Ballycruttle re front cover design

**Morning Prayer of the Church:** Morning Prayer is going well. Fr Alexander is to source books for Morning Prayer and consider one with large print.

- **Action:** Fr Alexander to source Morning Prayer books in due course. No further action required.

**Eucharistic Adoration:** Fr Alexander confirmed Adoration will continue in Saul Church only for the time being until it is well established and extended thanks to those who arranged it. The numbers are keeping up and great respect is being shown in the Church. The church is well heated and the Parish can cover the cost of heating and lighting at the moment.

The Adoration Committee are at present working to design a flyer to be distributed through the schools to promote Adoration and Fr Alexander has designed a booklet for children which he is working on.

- **Action:** Adoration Committee to produce flyer for schools
- **Action:** Fr Alexander to work on children's booklet

**Jubilee Year of Mercy:** Pope Francis has asked that the last Friday of each month during the Year of Mercy be observed as a ‘Day of Mercy’ and following discussion it was agreed that on the last Friday of the month the 7.00pm Mass in Saul would be followed by Exposition of the Blessed Sacrament, the Chaplet of Divine Mercy and ending with Benediction.

The ‘24 Hours for the Lord’ from the evening of Friday 4<sup>th</sup> March to the evening of Saturday 5<sup>th</sup> March will be celebrated with Mass at 7.00pm on Friday evening in Saul followed by Exposition of the Blessed Sacrament until midnight during which time Fr Alexander will be available for Confession. On Saturday evening the vigil Mass will be at 6.30pm followed by Exposition until midnight and again Fr Alexander will be available for Confession. Details of the arrangements will be in the bulletin.

- **Action:** Vivienne to prepare notice for the bulletin

### **Christmas Masses/Carol Service**

The Church was full at the 9.00pm Mass on Christmas Eve. The Carol Service was very good with good input from the children and people contributed by doing readings. It was a shorter service than last year and this worked well.

- **Action:** No action required

**5 Cemetery/Columbarium review:** The cemetery policy was reviewed and it was agreed as follows:

- Cost of plots to remain at £300 in line with the cost of graves in the local area
- The paragraph on plot allocation requires to be amended as graves can no longer be purchased prior to the death of a family member or by non parishioners.
- Maintenance: Fr Alexander confirmed that during the growing season graves are maintained every couple of weeks.
- Garden of Peace – this paragraph requires to be updated as the Columbarium is now in place. We need to check and amend, if necessary, the number of niches available, insert the dimensions of each niche and insert that each niche holds 2 urns **or** 1 casket. Also amend to read ‘plaques are in situ and no other plaques are acceptable’
- General Rules: ‘Guide Dog’ to be changed to read ‘Assistance Dog’
- Policy will be considered further at the next meeting

- **Action:** Vivienne to make the proposed changes for next meeting

**6. Family Prayer Ministry:** How do we promote this? Fr Alexander said the family is the first community of faith and we need to build on that. We could have a guide to common prayers and include guidelines on approach to prayer, say light a candle in November to encourage children to pray for a deceased family member or something for other events during the year. We could include the prayers children learn in school. Children could be encouraged to use their own words to pray, say a decade of the Rosary or a scripture reading or use prayer cards.

- **Action:** All to consider ideas for next meeting

## 7. AOB

**Anniversary Mass for Fr Meaney** It was arranged that Fr Meaney's Anniversary Mass will be the 6.30pm Mass in St Patrick's Saul on Saturday 19<sup>th</sup> March 2016.

- **Action:** No action required

**Training for Readers of the Word** A Training day at Tobar Mhuire for Readers of the Word needs to be arranged if possible during Lent.

- **Action:** Fr Alexander to arrange training day for Readers

**Parish Pastoral Centre:** Fr Alexander said this is still at the planning stage. Michael Bailie put in for planning permission and this was a great help. The Pastoral Centre will have to be rewired and attached to the sewers etc. before it can be used but it would have cost £80,000 new and we have been fortunate in getting it for the cost of the transport only.

**Ballycruttle House:** Still at the planning stage.

**Site at school:** Still 50/50 whether we get planning permission but the site without outline planning permission would be no use, with outline planning permission we could get enough to pay for the work at Ballycruttle House. One problem is that it is too close to the school but the school could buy it for car parking.

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

**Parish Facebook Page:** Fr Alexander confirmed that Amanda is Administrator for the Facebook page and is responsible for all updates and posts on it.

- **Action:** No action required

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**Parish Pastoral Council:** The Parish Pastoral Council will be in place two years on 12<sup>th</sup> March. We have done a lot in that time: new altar servers, new Extra-Ordinary Ministers of Holy Communion, morning prayer etc but how do we move forward with this? Our role is consultative and we need to be in contact with parishioners. Do we have a meeting with parishioners or a survey to get suggestions? We may get suggestions which are new and that we can work on throughout the year.

- **Action:** All to consider ideas for next meeting.

**Holy Ghost Fathers Area Appeal:** This will take place on the weekend 12/13<sup>th</sup> March. They were last here in 2009.

- **Action:** To be announced in the bulletin

## 8. Date of next meeting/Prayer Leader

The date of the next meeting will be: Monday 15<sup>th</sup> February 2016. Prayer will be led by Anne Marie Hanvey.

Meeting concluded with closing prayer.