

## *Parish of Saul & Ballee*

### **Minutes from Pastoral Council Meeting**

Date of meeting: Monday 3<sup>rd</sup> October 2016

Time: 7.30pm

Location: Parish Pastoral Centre

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

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

Vivienne welcomed the PPC to the new Pastoral Centre stating it was a great addition to the Parish and expressed thanks to all involved including the builders, and particularly to Pat of the Finance Committee and Amanda (Parish Secretary) who had put in a lot of extra work in getting the facility ready.

1. **Opening Prayer** led by Anne Marie Hanvey

2. **Apologies:** Paul Kelly

3. **Adoption of Minutes from Previous Meeting** – 12<sup>th</sup> September 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 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 for publication on the Parish website.

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

4. **Matters Arising**

**Family Prayer Ministry**

There have been 45 requests for a copy of the Family Prayer Guide from St Patrick's PS, Saul, and 12 from Ballycruttle, making a total of 57. We can build on this each year

when new families join the school. There was a good response to the Family Mass over the weekend of 1<sup>st</sup>/2<sup>nd</sup> October and a good few came to the Pastoral Centre for tea after the Sunday morning Mass in St Patrick's Church, Saul. The Ballycruttle Mass was also well attended as was the tea afterwards in the hall. In view of the good response it was thought we could have tea after Mass on a Sunday once a month and on a Wednesday after the Padre Pio Novena though we need to get a group of people to organise this. We hope to build on this Ministry and have a family Sunday every year. Fr Alexander said it was building community and extended thanks to Vivienne for all her work. A notice will go in the bulletin advising families who do not have children at the parish schools that a copy of the Family Prayer Guide can be obtained from the Parish Office. Vivienne suggested preparing special prayers for the families involved, for Advent and Lent. Living Youth and the Family Forum have requested a copy of the Family Prayer Guide. Vivienne will e-mail the teachers and has a bulletin notice prepared thanking the teachers and all involved.

- **Action:** Vivienne to email schools and put notice in bulletin thanking all involved.
- **Action:** Vivienne to put Notice in Bulletin that copy of Family Prayer Guide is available from the Parish Office.

### **Parish Presentation**

Jim Deeds is available at 7.30pm on Wednesday 16<sup>th</sup> November 2016 to do the presentation to the Parish and we will try to limit the time to 1½ hours. Fr Alexander will prepare a notice of the meeting for the bulletin. Vivienne has prepared 6 Powerpoint slides. We will commence with an initial welcome and opening prayer followed by some housekeeping rules etc. We need to record the number of people in the building at any given time to comply with fire regulations. The fire exit is at the back of the Pastoral Centre.

The purpose of the meeting is to explain to the parish what we are about and get ideas for the next 3 years. It is proposed that we commence by telling our story so far, where we came from and what we have achieved. The question is what can we do to enhance our Parish and enrich the Faith of our Parishioners, keeping in mind the 5 key Pastoral Themes? It is proposed we break into groups for discussions followed by a break for tea to enable suggestions to be collated.

Vivienne asked for volunteers to say a few words on the different areas to be covered and Annemarie volunteered to speak on what we have done in the Open/Welcoming Theme and in Lay Participation. Gemma will speak on what is going on in the parish in relation to Faith and Worship. Vivienne will cover the other two Themes of Passing on the Faith and The Clergy. She will also ask Jim Deeds to lead us in the opening and closing prayers.

- **Action:** Fr Alexander to prepare notice for Bulletin.
- **Action:** Vivienne to ask Jim Deeds to prepare the relevant prayers.

### **PPC Retreat Day**

Seven members have confirmed they can attend the Retreat Day for members of the Parish Pastoral Council, facilitated by Jim Deeds, arranged for 22<sup>nd</sup> October 2016 at Tobar Mhuire. A deposit has been paid and the day will commence at 9.00am with tea on arrival. Mass has been arranged for 5.00pm in the Oratory and if we can get Fr McGuckian that would leave Fr Alexander free to get back for the vigil Mass in Saul. During the day there will be time for private reflection and Vivienne will speak to Jim Deeds to plan the day.

- **Action:** Vivienne to speak to Jim Deeds re Retreat Day.

### **Door of Mercy Pilgrimage:**

We now have 13 names for the Door of Mercy Pilgrimage and have been able to get a 16 seater bus from Down Community Transport at a cost of £125. As our membership had lapsed we had to pay £25 to renew our membership. The quote from Newcastle Bus Company was £150. The £25 paid by each parishioner on the pilgrimage should cover transport and lunch and leave £7 for a donation ie. £40 to each church. Jim O'Hagan's talk will last one hour – he does not charge a fee but requests a donation to the church.

- **Action:** No further action required

### **Parish Newsletter**

The Parish Newsletter went out the weekend of 24/25<sup>th</sup> September. Most copies went at the vigil Mass and there were few left for Sunday morning. Vivienne is currently working on the December issue. Paul Fitzsimons enquired whether the Newsletter could go onto the parish website.

- **Action:** Vivienne to finalise December Newsletter and see if it can be added to the Parish website.

### **5. Baptisms, Weddings, Funerals**

We need to look, in conjunction with the Finance Committee, at who may use the Church as we are regularly been asked by non parishioners to hold baptisms weddings etc. At present weddings can be provisionally booked with Amanda but can not be confirmed until Fr Alexander has met with the couple, technically they should be married in the parish in which they are domiciled. Only those living in the parish can get married in the parish unless they bring their own priest but Fr Alexander is responsible for ensuring all the paper work is correct no matter who is doing the wedding. We need to discuss who is entitled to get baptised, married, have a grave etc in the parish and this will go on the Agenda for the next meeting.

- **Action:** To go on Agenda for next meeting

### **6 Any Other Business**

## **Faith and Life Convention**

The third annual Faith and Life Convention was held in Our Lady and St Patrick's College, Belfast on Saturday 24<sup>th</sup> September 2016 and Vivienne attended. It was a worthwhile day although numbers were down on last year and it was generally felt that maybe the conference should be held once every two or three years. In the interim period, conferences could be held within each Pastoral Community Area only. Sarah Teather, Director of the Jesuit Refugee Service (UK) was the keynote speaker. A video showing the situation of refugees was heartbreaking. Refugees who have arrived in N. Ireland have settled into the community and the Bishop is working to enable refugees to stay here on a permanent basis. Money collected in the Diocese has been used to provide food, clothing, medicines etc. for the refugees. Vivienne attended 2 workshops one taken by Breda O'Brien on Faith and Family covering the role of grandparents in passing on the faith, and how each child should be valued as a Gift, with each one unique and irreplaceable. The second workshop was Encountering God in his Word. This was led by the Diocesan Prayer Guides and involved reflecting and praying on a Scripture passage from Mark, Chapter 10:46-52, "The Healing of the Blind Bartimaeus"

- **Action:** No further action required

## **Baptism Courses**

These courses have been cancelled due to lack of numbers. Fr Alexander will arrange information for the two people who have shown an interest in undertaking the course. It will be compulsory for parents and godparents to undertake the Baptism course. Godparents must be aged over 16 and be practicing Catholics.

- **Action:** Fr Alexander to provide information on Baptism to interested parties

## **Parish Pastoral Centre/Site/House/Disabled access**

The Pastoral Centre is up and running. Fr Alexander is working to arrange an official opening.

We should have a decision by the end of the month on the house.

There is someone looking at the site and it is now in the hands of the estate agent.

Disabled access to the Parish Office will be left until the new year.

The parochial house needs re-plastered but this will also be left until the new year.

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

## **Celebrating and Supporting Families**

This event organized by Down and Connor Family Life Forum, which supports Diocesan and parish organisations that provide pastoral services for families in our parishes, will be

held on Thursday 13 October in St. Joseph's College, Ravenhill Road, Belfast. Anyone interested in going should contact Fr. Alexander.

- **Action:** No further action required

### **Data Protection**

Due to new Diocesan directives anyone requiring a copy Baptism or Marriage Certificate must apply to the Parish Office in person and complete a form designed for that purpose.

- **Action:** No further action required

### **7. Date of next meeting/Prayer Leader**

The date of the next meeting will be: Monday 7<sup>th</sup> November 2016. Prayer will be led by Mary Burns.

### **8. Closing Prayer**

Meeting concluded with closing prayer.