

Parish of Saul & Ballee

Minutes from Pastoral Council Meeting

Date of meeting: Monday 5th December 2016

Time: 7.30pm

Location: Parish Pastoral Centre

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

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

1. **Opening Prayer** led by Geraldine McVeigh

2. **Apologies:** Mary Burns and Paul Fitzsimons

3. **Adoption of Minutes from Previous Meeting** – 7th November 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 Paul Kelly 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

The Family Prayers for Advent have gone out to the schools and have been circulated to the families. Vivienne is now working on family prayers for the season of Lent and will pass on copies to everyone nearer the time.

- **Action:** In diary for February Meeting.

Parish Presentation

Vivienne extended thanks to those who attended the presentation on 16th November and to Jim Deeds. It was disappointing only four turned up but we got good suggestions and Vivienne prepared and distributed a list of suggestions from this meeting and from

previous Pastoral Council's brainstorming sessions which will enable us to draw up our new plan for 2017. Members were asked to take this list away and have a look before our next meeting at any ideas we may be able to work on during 2017.

-Action: Members to have a look at the list of suggestions with a view to drawing up our Pastoral Plan for 2017.

PPC Retreat Day

Vivienne has emailed Tobar Mhuire to extend our thanks for facilitating our Retreat Day and has received a reply saying they were delighted to have been of assistance.

- **Action:** No further action required

Parish Newsletter

The December issue of the Newsletter went out at the weekend. Vivienne is going to work on the March issue next month and will include an item on the Called and Gifted course.

- **Action:** In diary for February Meeting.

Christmas Masses/Carol Service

The times of Christmas Masses are in the Bulletin and on the Parish website.

Confessions will be after 10.00am Mass in Saul on Monday, and Wednesday before Christmas and from 12.00-1.00pm on Christmas Eve. There will be no Penitential Service in Downpatrick. There will be tea and biscuits in the Pastoral Centre after the Carol Service and some help will be needed with the tea.

- **Action:** No further action required

Parish Services: Baptisms, Weddings, Funerals

Vivienne and Geraldine met with the Finance Committee on two occasions to try to reach a decision on the definition of a parishioner and we will arrange a further meeting to finalise this, we need to add something about the need to worship in the parish. Applications for Birth and Marriage Certificates must be applied for in writing. It was agreed that the fee for the use of the Church for a wedding will be £200 for a Parishioner and £300 for a non-Parishioner. Fr Alexander needs to meet with the couple before any wedding can be confirmed. The cost of a grave or a niche in the Columbarium will be £300 for a Parishioner – no graves are available for non-Parishioners. Non-Parishioners can purchase a niche in the Columbarium for £1,000. The Parish has no further land suitable for graves. There may be some graves available in the old cemetery. There are already three rows of graves sold in the new cemetery with only 76 graves remaining. A fee for the use of the Church for Baptism will be at the discretion of the Parish Priest. There is no charge for Sacraments, the charge is for the use of the Church. The Cemetery Policy will now need to be changed and another meeting with the Finance Committee will be arranged after Christmas. There will be a notice in the Bulletin about infringement of the Parish Cemetery Regulations in Cemetery C (beside the Columbarium) and there is also a notice in the Newsletter about the infringements.

- **Action:** Further meeting with the Finance Committee to be arranged for early in the New Year.
- **Action:** Cemetery Policy to be updated in due course.

Opening of Parish Pastoral Centre

The official opening of the Pastoral Centre took place on Friday 18th November and our thanks were extended to Fr. Alan McGuckian SJ and Jim Deeds of the Living Church Office for their contribution. We now need to look at how we can fully utilise the Centre. We need to keep the momentum going to enable us to produce evidence of the use of the Centre when we reapply for planning permission again.

- **Action:** Members to consider ideas on how we can fully use the centre.

Eucharistic Adoration

To mark the first anniversary of Eucharistic Adoration in the Parish Christine Prior spoke at the Masses in Saul over the weekend of 3rd/4th December and Maureen Fitzsimons spoke at the Mass in Carlin. We will consider getting the P3's and P7's to come over for a short time during Adoration. The Adoration is going well and Fr Alexander extended thanks to the Committee and feels the success of the Parish is due to the Eucharistic Adoration. Paul Kelly said he had been asked to enquire about hiring a bus from Down Community Transport to enable those without transport to attend Eucharist Adoration but following discussion it was agreed that this would not be viable.

- **Action:** Consider inviting P4 and P7 to spend time at Eucharistic Adoration

End of Year of Mercy

The Holy Hour marking the end of the Year of Mercy was well attended.

- **Action:** No further action required

5. Any Other Business

Vivienne said this was a good time to give thanks for all that is going on in the Parish and we should be proud of what we have achieved, we have made a start and it is a learning process which will go from strength to strength and Fr Alexander felt thanks was due to everyone involved.

Called and Gifted course

Fr Alexander hopes to run the Called and Gifted course in the Pastoral Centre and would like this to take place before Lent. The cost is £15 for the books. Living Church has a group which runs the course. Fr Alexander will arrange a date and then inform other parishes of the availability of the course. The course will run no matter how small a number apply. We will look at this further at our next meeting.

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

PPC Film

Thanks were extended to all who turned out for what was an informal meeting which was recorded. The individual interviews were filmed afterwards and the film maker was well pleased with the amount of material he was able to produce. The Mass the previous Friday night was also filmed and it was felt an honour that our Pastoral Council was chosen.

- **Action:** No further action required

Christmas Word Search

Vivienne has put together a Word Search for the schools and will speak to the schools tomorrow and get copies sent over. There will be a prize of a selection box, 2 for each school, and this will keep us in contact with the schools.

- **Action:** Vivienne to contact schools re Christmas Word Search.

Mass Attendance

The numbers attending Mass are increasing and it is great to see it. We will consider doing a count again to see the increase.

- **Action:** Consider count of attendance at Mass

Pastoral Communities

Pastoral Communities are starting soon with the Pastoral Community Forum being set up at present. There is also a leadership course coming up in the New Year. Fr Alan has got a grant to cover the cost of the course which will be held in either Drumalis or in Dromantine. Fr Alexander has a number of people who are interested in the leadership training with names of these people to be submitted by the 9th December to Fr. John Murray of Downpatrick Parish.

- **Action:** Names for Leadership Course to be submitted by 9th December.

6. Date of next meeting/Prayer Leader

The date of the next meeting will be: **Wednesday 11th January 2017**. At the request of Paul Kelly, who found it difficult at times with other commitments, to attend the Monday night meetings, it was agreed that we should revert back to holding our meetings on a Wednesday evening. This was agreed by all present but will be kept under review. Prayer will be led at the January meeting by Anne Marie Hanvey.

7. Closing Prayer

Meeting concluded with closing prayer.