

Parish of Saul & Ballee

Minutes from Pastoral Council Meeting

Date of meeting: Monday 7th November 2016

Time: 7.30pm

Location: Parish Pastoral Centre

Attendees: Fr. Paul Alexander, Vivienne McCormick, Geraldine McVeigh, Mary Burns, Gemma Sloan, Rachel Hamill, Paul Fitzsimons, Paul Kelly.

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

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

2. **Apologies:** Anne Marie Hanvey

3. **Adoption of Minutes from Previous Meeting** – 3rd October 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 Mary Burns and seconded by Gemma Sloan 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

Vivienne has spoken to the Principals of St Patrick's PS, Saul and St Joseph's PS, Ballycruttle to thank them for their help with the Family Prayer Ministry and the Family Weekend and has put a notice in the Bulletin thanking all involved. Special prayers will be prepared of each liturgical season and Vivienne distributed copies of the prayers for Advent. It was agreed that copies should be sent to the schools for distribution to the families involved in the Family Prayer Ministry.

- **Action:** Vivienne to send copies of the Prayers for Advent to the schools

Parish Presentation

The Parish Presentation has been arranged for 7.30pm on Wednesday 16th November 2016 and Jim Deeds thinks it should take no longer than 1 - 1½ hours with tea at the end of the meeting. Vivienne will do the introduction and housekeeping. Jim will do the 3 W's of What is a Pastoral Council? Why we have a Pastoral Council and where did we come from? For the 4th W, as to Who we are, we will introduce ourselves and give a summary of what has been achieved in the Parish over our time on the Pastoral Council. Annemarie will cover the Open/Welcoming Theme and Lay Participation. Gemma will cover Faith and Worship. Vivienne will cover the other two themes of Passing on the Faith and The Clergy. Depending on numbers we will divide into groups to discuss the 5 key pastoral themes. The question is what can we do to enhance our Parish and enrich our faith. The meeting will end with a summary and final comments. Jim will do the Opening Prayer and Fr Alexander the Closing Prayer. There will be a notice of the meeting in the Bulletin this weekend and Vivienne will do a notice for the back of the Church.

- **Action:** Notice of Meeting to go in Bulletin.
- **Action:** Vivienne to do notice for back of the Church

PPC Retreat Day

The retreat took place at Tobar Mhuire which was an excellent setting and it was a successful day. There was plenty of time for personal prayer and reflection with Mass at the end of the day. We looked at Jesus's leadership style and how we might be called upon to use our skills. Jesus sent out the 72, who are the 72 in our Parish? We need to call for volunteers and get people involved with new lay Ministries. Then Jesus taught the 12 Apostles – we need to be a learning Pastoral Council, a Council who read and discuss and pray together. Then His trusted 3 – developing our relationships within the Pastoral Council. We considered our concerns and how we plan to approach these issues. We reach out to the Parish through the Newsletter and the Parish website and have links through the schools, SVP and the Gaelic club. We are called on to discuss our personal commitments and relationships. We felt that everything was going reasonably well. After lunch we reviewed what we have done as a Pastoral Council. We have an action plan and actions are communicated to the Parish through the Newsletter and Parish website. We now have Eucharistic Adoration each week and Morning Prayer each weekday morning and annual retreats for Readers of the Word and Ministers of the Eucharist. Vivienne will e-mail Tobar Mhuire to thank them for facilitating our retreat day.

- **Action:** Vivienne to e-mail Tobar Mhuire

Door of Mercy Pilgrimage:

15 people went on the Door of Mercy Pilgrimage to St Patrick's and St Malachy's, Belfast. Jim O'Hagan gave an informative talk on the history of St Malachy's Church and the group then did the Door of Mercy pilgrimage at St Patrick's Church, followed by Confessions and Mass. The group then had lunch in the Clayton Hotel. The Door of Mercy will be closed at 3.00pm on Sunday 13th November.

- **Action:** No further action required

Parish Newsletter

The December issue of the Newsletter is ready and Vivienne will e-mail it to Council members for their comments, so that we can get it to Amanda in good time, as it needs to go out the weekend of 3rd/4th December. The next issue will be in March.

- **Action:** Vivienne to e-mail Newsletter to Council members

5. Christmas Masses

Following discussion Christmas Masses were agreed as follows:

	Saul	Ballycruttle	Carlin
Christmas Eve	9.00 pm	11.00pm	--
Christmas Day	9.30 am	--	11.00am

There will be the usual Masses during the week before Christmas. There will be no Mass in Saul on St Stephen's Day.

There will be Confessions after 10.00am Mass in Saul on Monday, and Wednesday before Christmas. Confessions in Ballycruttle and Carlin will be held after Sunday Mass on the relevant weeks Mass is celebrated. A Penitential Service will be held in Downpatrick before Christmas and notice of this will go into the Bulletin. The Carol Service has been arranged for Monday 12th December at 7pm and details will go into the Bulletin.

- **Action:** Details of Masses and Confessions to be displayed in each Church

6. Parish Services: Baptisms, Weddings, Funerals

Vivienne and Geraldine met with the Finance Committee and the follow-up meeting has been scheduled for Tuesday next but due to the Meeting with parishioners on Wednesday and the opening of the Pastoral Centre on Friday this may be rescheduled. We need to define a 'parishioner' and make a decision on appropriate charges for the use of the Church for these services.

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

7. Any Other Business

Parish Pastoral Centre

The official opening of the Pastoral Centre will take place on Friday 18th November and Fr Alexander has obtained a plaque engraved with the Living Church emblem to mark the occasion. Following Mass in the Church at 7.00pm the new Pastoral Centre will be blessed by Fr. Alan McGuckian SJ. Bishop Farquhar was to attend but unfortunately he is presently unwell. Jim Deeds of the Living Church Office and a small number of people who were of great assistance in enabling the Parish to get the Pastoral Centre up and running have been invited. The PPC will provide tea and traybakes afterwards.

- **Action:** No further action required

Eucharistic Adoration

To mark the first anniversary of Eucharistic Adoration in the Parish we will ask the members of the Diocesan Adoration Committee to speak at Masses in the Parish over the weekend of 3rd/4th December in an endeavor to promote Adoration.

- **Action:** Geraldine to contact Anne-Marie McNeill

Year of Mercy

The Year of Mercy will end on 20th November and following discussion on how to mark this event it was agreed to change the Holy Hour this month from the second Sunday of the month to Sunday 20th November.

- **Action:** Notice of date of Holy Hour to go in the Bulletin.

8. Date of next meeting/Prayer Leader

The date of the next meeting will be: Monday 5th December 2016. Prayer will be led by Geraldine McVeigh

9. Closing Prayer

Meeting concluded with closing prayer.