

Minutes of Pastoral Council meeting 4th March 2021

Present: Father Claro, Mary Hughes, Tony Fecher, Andrew Chell, Kathleen Thomas, Lorraine Brabin, Emmanuel Boakye.

Apologies: Clare Cottingham, Audrey Curnock

Meeting started at 8.15 with an opening prayer led by Fr Claro.

Minutes agreed from previous meeting.

Plan for Church Reopening and Easter Services.

- It was agreed that we could re-open Blessed Hugh Church for services starting on Palm Sunday with all the covid prevention controls that have previously been in place.
- Tony told us that the NHS has sent out a letter to all 80+ and vulnerable groups reminding them that they should continue to shield even post vaccination which means that they should not attend church services until further advice has been given by the NHS. It was decided that a notice would be put in the Parish newsletter reminding 80+ and vulnerable parishioners that Bishop Egan has suspended the obligation to attend Mass during the pandemic referring them to the recent NHS letter they have received urging them to continue to shield and not to attend Church services for the moment.
- We then went through the new guidance document from the diocese on how to run Palm Sunday and Holy Week services safely. The following was agreed.
 - **Palm Sunday.** There will be a shorter reading of the Passion and palms will be distributed by first sanitizing them and putting them out on the seats prior to the service.
 - **Holy Thursday.** The washing of the feet will be taken out. At the end of Mass the blessed sacrament will be processed out of the Church by the priest and the congregation will remain seated. The Priest will then put the blessed sacrament in the safe rather than to the Altar of repose and there will be no watching.
 - **Good Friday.** During the Adoration of the Cross it should not be touched or kissed by parishioners. The congregation should stay seated and Fr Claro will raise the Cross .
 - **Holy Saturday Vigil** will take place over Facebook and Zoom in a shortened form.
 - **Easter Sunday.** Mass will be in church with a limit of 30 people in total, bookings will be made online as before. There will be no need for an “overflow” facility in the hall as it was not needed on Christmas day. Easter Sunday Mass will also be on Zoom and Facebook.
 - Fr Claro mentioned a new parishioner who is a Deacon, he will contact him to see if he can help with the services.
 - Neil, Denise, Sjoerd and Karen will be contacted to see when they will be available.

Service	Time	Stewards
Palm Sunday	10.00am	Lorraine & Kathleen
Holy Thursday	7.00pm	Lorraine & Kathleen
Good Friday	3.00pm	Andrew & Mary
Holy Saturday	7.00pm	Zoom & Facebook only.
Easter Sunday	10.00am	Lorraine & Kathleen

The risk assessment for re-opening the Church written 05/12/20 needs to be reviewed and amended where necessary prior to re-opening. 05/12 risk assessment as an attachment with these minutes.

Buildings Update. Tony has tried without success to contact Hillary who is responsible for listed buildings in the diocese. He wanted to get the repairs to the church underway during lockdown, but she is difficult to get hold of. Tony will try again tomorrow.

Support Group & Parishioners' Contact Details. It was suggested at the last meeting that the parish produce a list of parishioners who might like to join a Support Group, so that we are all aware of people who might need help, a chat, lift to doctor etc... Mary Hughes contacted Ann O'Reilly with reference to the current rules of GDPR (General Data Protection Regulation). Consent and contact details need to be gathered and then distributed to the relevant groups. Mary to have another discussion with Ann to word consent so that they can be shared as widely as necessary.

Outreach. Several ideas were put forward in order to reach out and welcome Catholics who haven't been to church recently and those new to the area. Suggestions such as leaflet drops, house Masses with targeted invitees, socials, visiting and Communion distribution service for housebound and elderly and more advertising in local press were made. All of these great ideas are difficult to implement at the moment due to Covid so it was decided to keep Outreach as a running item on PPC meeting agendas.

Review of PPC role in the parish. It was decided that as this would require a lot of discussion, a separate meeting should be put aside to properly review our role. Tony will circulate the Bishop Crispian booklet on how to run a Parish Pastoral Council for PPC members to read. Meeting date was set for 22nd April at 8.15pm.

Weekday Parish Mass. It was decided that there does not appear to be a need to hold a weekday Mass as they are poorly attended. Parishioners who have Facebook can attend Mass with Fr Claro twice a day and they will also have contact with him on Monday nights in Bible study group.

AOB. Tony told us about a leaflet that he wants to distribute written by Pope Francis entitled We Should Love One and Other.

Meeting finished with a prayer at 9.50.

Next meetings

Thursday 25th March at 8.15, Chair: Kathleen Minutes: Mary

Thursday 22nd April at 8.15 to discuss review of PPC role

Actions

Action	Person	Action	Person
Put a notice in the newsletter urging vulnerable parishioners to continue shielding.	Kathleen	Circulate the Bishop Crispian booklet on how to run a Parish Pastoral Council to PPC members.	Tony
Research GDPR further and gather and distribute parishioner contact details.	Mary	Circulate Pope Francis' We Should Love One and Other.	Tony
Contact Hillary regarding church building work.	Tony	Circulate previous risk assessment.	Kathleen
Review risk assessment	All PPC		