

**ST JOHN FISHER ROMAN CATHOLIC CHURCH  
PARISH COUNCIL MINUTES**

**Minutes of the Meeting held at 19:30 on 12<sup>th</sup> September 2016**

- \* Fr Shaun Middleton Parish Priest
- \* Kay O'Connor Catechist
- \* Michael Parkinson Finance
- + Neville Bayross
- \* Neil Cocking Vice Chair, Music & Liturgy
- + Noel McHugh Safeguarding
- \* Claire Mendonca Social Outreach
- + Johnpromise Umeh Youth
- \* Neville Ransley Education / Catechesis
- \* Elspeth Everitt Clerk
- \* *Member present*
- # *Member present for part of meeting*
- + *Apologies*

Item No		Action
1	<b>Opening Prayer</b> The meeting started with prayer led by Fr Shaun.	
2	<b>Apologies</b> Neville Bayross & Noel McHugh	
3	<b>Resignation of John Billiet</b> The meeting noted the resignation of John Billiet as Chair and a member of the Parish Council. John was thanked for his many years of hard work for the Parish and the Parish Council.	
4	<b>Appointment of Chair</b> Neil Cocking was proposed by Fr Shaun, seconded by Kay, and elected by the meeting. <b>Appointment of Vice Chair</b> Fr Shaun was proposed by Neil Cocking, seconded by Kay, and elected by the meeting.	
5	<b>Minutes of Parish Council 13<sup>th</sup> June 2016</b> were agreed, signed & dated.	
6	<b>Matters arising</b> It was agreed that the minutes will be added to the website after sign off. Draft minutes will be displayed in the porch after approval by the Chair & Vice Chair.	
7	<b>Love in Action</b> Fr Shaun reported that the <i>Love in Action</i> programme had been enthusiastically received by parishioners. St John Fisher is the second parish in Westminster to pilot the programme & a hard launch is planned for October. Paper resources were used to share information widely & the Confirmation group were involved in distributing cards. A review & planning meeting for workshops has been held with Caritas. <ul style="list-style-type: none"> <li>• About 30 parishioners attended the first workshop</li> <li>• Workshop to be repeated on Saturday 17<sup>th</sup> September.</li> </ul>	

Item No		Action
	<ul style="list-style-type: none"> <li>• Parish practical planning evening on 12<sup>th</sup> October</li> </ul> <p>Other comments:</p> <ul style="list-style-type: none"> <li>• People were engaged &amp; the topics were interesting</li> <li>• Small, practical actions will lead to greater engagement</li> <li>• Children's liturgy held at all masses (except 8.30am) went well</li> <li>• School/ parish links made stronger</li> <li>• The exhibition worked well with the cooperation of all groups in setting up &amp; creating displays</li> <li>• Kay edited the children's resources for the Confirmation group &amp; will feed back comments on Confirmation materials to Caritas. The connection between the group session &amp; the following Sunday's liturgy and the active involvement of young people in the mass were successful.</li> </ul>	
8	<p><b>Harrow Citizens</b> Neil, John, Teresa &amp; Fr Shaun attended the last planning meeting and were the only representatives of Catholic parishes in Harrow. Other groups represented included synagogues, the Islamic community (North Harrow) &amp; Anglican parishes. St John Fisher has agreed to be part of Harrow Citizens. The aim is to have 30 local organisations involved who will share the cost of a part time key worker. Fr Shaun will meet Paul Higginson at St Dominic's to discuss whether the college might join. The next meeting is on 21<sup>st</sup> September at 1pm. Neil &amp; Teresa will attend. Official launch date will be 9<sup>th</sup> May 2017.</p>	SM
9	<p><b>Music questionnaire</b> Was approved &amp; will be completed at masses on 17/18<sup>th</sup> September. Confirmation candidates will distribute questionnaires.</p>	NC/SM
10	<p><b>St John Fisher School &amp; 10am mass</b> Fr Shaun has met the Head and Deputy Head to discuss whether the school could take responsibility for 10am mass once a month. Children will join the music group, welcome, read, take the collection etc. This will underline the connection between the school and parish even though located on different sites. Neville suggested that secondary &amp; college students could be involved in Education Sunday in future years.</p>	
11	<p><b>Finance Report</b> Final payment has been made to the builders. The offertory collections to the end of August 2016 were lower than in previous years. Loan repayments are being made and income exceeds expenditure.</p>	

Item No		Action
12	<p><b>Development of the hall</b>            Consideration has begun on how to develop the unused area of the hall behind the stage, when finance allows. Initial ideas include extra meeting rooms with a separate entrance &amp; parish offices.</p>	
13	<p><b>Parish Priest's reflection</b></p> <ul style="list-style-type: none"> <li>• The Pylon costs £1,000 per issue to print with only about £200 in payment for the magazine returning to parish funds. Given the cost, it was agreed to trial producing the Christmas Pylon online only. Parishioners unable to access it online will be asked to request a copy. Neil will write to Barbara Towell to explain the online trial.</li> <li>• The episcopal visitation will be on 23<sup>rd</sup> October. It is probable that the Parish Council will be invited to meet the Bishop after 11.30 mass.</li> <li>• Theology on Tap is a new venture started by Fr Shaun &amp; Peter Keenan. A different theological theme will be discussed in the bar on the 3<sup>rd</sup> Wednesday of the month from 19<sup>th</sup> October (Month 1 - Why are we here?) Previous RCIA candidates &amp; St Dominic's students may be interested. If the first year is successful other faith groups may be invited to join in future.</li> </ul>	NC
14	<p><b>Confirmation Programme</b>            Kay outlined the current Confirmation programme. Recent successes include undertaking multiple tasks well at the senior citizens' party and active engagement in weekend masses.            Challenges are around safeguarding issues e.g. paperwork required for off-site activities &amp; the requirement to keep all groups in the hall to satisfy the requirement for 2 DBS checked adults to be present. Adult helpers find it difficult to arrive by 5.30.</p>	
15	<p><b>Annual Parish Meeting</b> Monday 28<sup>th</sup> November 2016.</p>	
16	<p><b>Parish Council meeting dates</b>            Monday 14<sup>th</sup> November 2016            Monday 6<sup>th</sup> February 2017            Monday 15<sup>th</sup> May 2017</p>	
17	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Reminder to send a photo to John Towell</li> <li>• Costs for a Parish noticeboard are being investigated</li> <li>• A working party was suggested to cut down hedges and clear cuttings from the boundary of the car park.</li> </ul>	
18	<p>The meeting closed with a prayer at 9.15pm</p>	

Signed..... Date.....

Initialled.....