

**ST BONIFACE, SOUTHAMPTON
MINUTES OF PARISH PASTORAL COUNCIL
MEETING
Tuesday 24 May 2022
At 19:00**

Name	Role	Attending	Apologies	Absent
Helen Bignell(HB)		✓		
Angela Braga(AB)	Chair	✓		
Emma D’Arcy (ED)		✓		
Fr Emmanuel Emalume(EE)	Asst. Priest	✓		
Fr John Idio (JI)	Asst. Priest			In Nigeria
Michael Keogh (MK)		✓		
Fr Tom Kleinschmidt (TK)	Parish Priest	✓		
Miriam Ludgate (ML)			✓	
Neri May (NM)		✓		
Joanna Rzepecka (JR)		✓		
Irena Sachrajda (IS)			✓	
Merly Scariya (MS)			✓	
Barry Udall (BU)		✓		
Angela Wood (AW)		✓		
Anton Wood (ANW)		✓		
Hannah Wood (HW)		✓		
Mike Wood (MW)		✓		

- 1) **Apologies for absence:** Miriam, Merly, Irena
Diana will now attend CLT meetings but not PPC.

Meeting opened with a prayer from Fr Tom.

- 2) **Minutes of last meeting** (12 April 2022) were approved as a true record

3) MATTERS ARISING

- **Porch:** cabinet gone, potential for small sofa and circular rug. New rug needed, Diana A needs measurements. Look in charity shops for sofa.

Diana- sign is needed for repository to let people know the items are not free! and a sign directing people to the money slot. Bigger sign needed.

- **Office:** second desk and old computer are now installed , Fr. Tom needs to wipe it clean first. Will action this week. Anthony will help speed up the computer. Computer free for any parish work, key to office in the presbytery and can be accessed by the PPC or for parish work.

Lone worker risk assessment urgently needed - Mike K and Angela B.

- **Lent review**

Diana: program for lent should be available before lent so people know what’s going on. Same could be done for advent.

Soup lunches were a success. Potential for monthly basis (once a month) depending on volunteers. Keeping to a Friday first of the month, (6th may potential start date) need to be put in the calendar. For charity purposes or fundraising, can vary.
Consider maybe doing soup lunch for those in need, providing for those in need, outreach.

Way of the cross success.

Retreat in daily life success, 15 attendees.

Potential for a couple of talks leading into penitential service for next year. Sunday before the service a potential opportunity.

- **Team leader meetings.**

Calling ministry has had a meeting, Neri inquired about Easter card for C Cross and M Cox to be added to the list once address is found. Fr Emmanuel suggested another name. At least 40 sent out. Useful for priests to provide list of peoples they visit.

Children's liturgy team communicating via WhatsApp

Social team also via WhatsApp split between planning group and wider group

Saturday music group doing well.

Email has been sent to team leaders by Fr. Tom to encourage action.

4)TERMS OF OFFICE FOR PPC MEMBERS

Idea for staggered periods so there is always a core of experienced people.

2 years, 3 years and 4 years suggested as intervals, groups of 4 suggested.

Or 1/4 of the PPC each time and doing 2/3/5 years.

Once a rhythm is established people would be appointed for 3/4 years.

PPC members to give it some thought as to who is to leave and time to reassess. Each to email Angela with their thoughts and thinking of a suggestion of a replacement.

Elections going forward would take place with nominees being put forward by themselves or by others, announcements would be made at Masses and via newsletters etc.

potential candidates: Vic D, Diego, Chris A.

Fr T to meet with Chris and discuss youth group; he is also open to the idea of replacing Fatima.

Need someone to act as secretary to take minutes in meetings, potential for a rotation system.

AGREED: different person to take the role of note-taker at each meeting.

5)FINANCES UPDATE

Surplus of £14,000 this year so back on track thanks to finance committee and success of recent appeal.

Future priorities:

Audio system; roof issues that will have to be attended to.

Church hall phase 2: (accessible toilet in existing entrance hall cupboard, with access from Margaret Clitherow room. The rest of the cupboard made for music storage, and kitchen will be modernised.

Contactless payment machine has arrived (CollecTin). Will be mounted in church porch on the wall to the right of the main doors, will enable card payments.
Timescale; needs to be set up and linked to parish account. Should be sorted for after Easter.
Can be set up with gift aid. Sign needed to explain the system (in different languages).

Brendan O' Donovan has officially stepped down from the finance committee. Fr Tom looking into diocesan medal, needs a biography . Fr Tom to get in contact with Mary Griffiths for these details.

6)SHORT ITEMS

- Bring and share meal: Trinity Sunday 12th June

Helen B: advertising starting on second week of Easter. Will ask on bigger social group for helpers. No plans other than bring and share for now. Hannah W: Need for early promotion, get people on board early. Pentecost cakes the week before, asking on socials group for assistance with that.

Good Friday hot cross buns after the service: need to be mentioned at the end of the service.

Diana A: suggested a bazaar/fayre/summer BBQ.

Helen B: diary needed for events year on year to provide structure.

- SVP:

Fr Tom: response from SVP, need a new membership support officer soon. Call from Jack E from Portsmouth for advice and helping to coordinate in Southampton. Need for contacting by a lay SVP member, Angela B has been suggested by Fr T . Angela will call. Diana will do the DBS this weekend if she has the time. Will send out the documents when she has them. Potential for preliminary meeting for those who are keen. DBS could be completed at the meeting?

- Parish reps needed for Diocesan Meeting.

Bishop is having a meeting regarding 1000 voices report and pastoral area review, wants 2 parish representatives to attend, meeting is at Holy Cross Eastleigh 28th April. Info on the diocesan website. Diana needs someone to go with her. Hannah W has offered to accompany. Potential for newsletter item to report back once they have been to the meeting.

- Bereavement team:

Micheline meeting with Angela A, suggestion to hold a meeting after Easter for those who are interested. Role of this team unspecified as of yet; contact for families, organising Mass for those who have died, among things. Potential to link into hospital bereavement team.

- Confirmation:

Members of deanery have agreed to return to 2 year cycle, which would mean one next year 2023. Potential for joining with St Edmunds if the group is small.

Date for sign ups- autumn, a meeting needed for discussing this years group and pointers for going forward. Angela W: young people need opportunity for a safe space to talk about faith.

Potential for youth group, keeping confirmation candidates engaged. Potential to get involved in parish teams, integrate in the parish.

Mike W; going bigger (joining with St. Ed's) you lose something, connection to the parish etc.

Fr E, if we have the number of trained catechists and the number of candidates it should be done here to integrate into parish as they journey towards confirmation.

General consensus- good to build upon what we are doing in our parish.

- FHC:

First reconciliation on the 9th April, went well. FHC 18th/19th June as part of weekend Masses, not separate Mass. More catechisms needed for next year.

- Personnel changes in September:

Fr E returning to Nigeria first week of September

Fr J moving to Middlesbrough to be parish priest there

Two replacements therefore needed for St Boni's :

One will be Fr Godwin from Nigeria, currently in Italy

Searching for another replacement.

Agreed that parishioners need to be told as soon as possible. Agreed to do this second Sunday of Easter in announcements and in newsletters.

Party needed, farewell party 4th September after 11am Mass?

Fr. David will be back mid-August briefly before his move up to his parish

- Ukrainian refugees

Request from D Walford from St. George's school for use of the hall every Saturday 12-2 for support of Ukrainian refugees. Potential solution at Christ the King parish. Discussion at deanery meeting of church hall use on a rota basis of Christ the King solution falls through.

- Divine Renovation Day . Angela B, Diana A, Fr Tom will be attending the Divine Renovation day in Winchester on 21 May

Neri: novena for Divine Mercy , starting Good Friday.

Toys for kids need to be quiet.

7) AOB

- Mike W, coffee after 11am mass needs more advertising because it isn't being mentioned after Mass. needs mentioning after each Mass by the celebrant.

Hannah W.: Advert stand for church steps advertising coffee.

- Angela W: stewards needed for offering information for those coming in/leaving Mass.
- Newsletter has weekly info about synodal process, but what are we doing about it? Needs follow up on the points that we can action.

Next PPC meeting will have closer look at this.

Mike W: need for honest response, need to keep asking for people, volunteers.

- Irena S: potential for priests blessing baskets of food on Easter Saturday. Fr Tom happy at the end of vigil Mass this year. Something to add for next year to leave appropriate organising time.

Date of next meeting: **Tuesday 24 May 7 pm**

Meeting closed with a prayer by Fr John.

Meeting ended 20:35

ACTION POINTS

Rug measurements for **Diana**.

Sign needed for repository money box (unspecified).

Fr Tom to wipe the memory of the old computer.

Anthony to have a look at computer to improve speed.

Angela B and Mike K to complete Lone worker risk assessment for Margareta

Angela W/Irena S to write extra calling ministry cards.

Fr Tom to discuss youth group and potential PPC membership with Chris A.

All PPC members to ponder term length and when they would prefer to step down. Email Angela B with thoughts.

Minutes taker for next meeting needs to be decided (unspecified).

Fr Tom to ask Mary G about bio for Brendan's diocesan medal.

Fr Tom to set up parish card machine.

Priests to mention hot crossed buns in the hall after the service on Good Friday.

Angela B to call SVP Portsmouth representative.

Hannah W and Diana A to attend Diocesan meeting in Eastleigh.

Preparation for Priests farewell party : **social team**.

Priests need to mention coffee/tea after 11am mass every week.

Poster stand to be moved to the church steps advertising tea/coffee after the 11am Sunday Mass.