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Minutes of St Patrick's Parish Pastoral Council Meeting 7.30pm Thursday 03 March 2016

Agenda Item	Discussion	Action By:
1. Welcome		John Normile
2. In Attendance	John Normile (Chair), Lorraine Miller, Cath Elms, Frances Towers, Rachel King, Gaie Harris (Melksham).	
3. Apologies	Tony McMahon, Pat Ruffell, Fr. John, Frank Harvey, Steve Hince, Steph Foulkes	
4. Gospel Reading	Read by Cath Elms – next meeting to be read by Frank Harvey.	Frank Harvey
5. Minutes from last meeting	Minutes from last meeting on 03/12/15 - agreed as a true record.	
6. Hall Committee Update	<p><u>Conditions of Hire</u> – reviewed in January and no major changes required. A letter has been sent to all regular hirers to remind them of key conditions such as setting up/putting away furniture, removal of rubbish, heating/water and no smoking in grounds.</p> <p><u>Parish Events</u> – there have been a few issues recently whereby the front door has been left unlocked afterwards, tables/chairs have been left out, the kitchen has been left messy and the water heater (in by the toilets) has been left turned on. Fr John has said that in future, for all Parish events, there must be someone who is "in charge" to ensure that the conditions of hire are adhered to. Evelyn will make a note of their name when advised of a Parish event & provide a copy of the conditions of hire.</p> <p><u>New Cleaner</u> – after advertising in both the Parish bulletin and the school newsletter, we received 3 good quality applications. Gemma Cox was successful and started on 02/02/16. During January, the hall committee members were doing the cleaning and decided to increase the cleaning to 1½ hours per week.</p> <p><u>Garden Chairs</u> – somebody kindly donated 4 wooden garden chairs which were propped up against the side of the hall. Unfortunately, they have become mouldy and have marked the K-Rend on the outside of the building, so the hall committee are arranging for them to be disposed of.</p> <p>The next hall committee meeting is on 28th April.</p>	
7. Proposed Parish Project 2016	<u>Refugee Crisis</u> – Following our last meeting, Steph had found out a little information about the Syrian refugees in Wiltshire. It is be being coordinated by the Refugee Programme Board at Wiltshire Council and one of her managers suggested we talk to an organisation called Action for Aid, based in	

	<p>Bristol. Lorraine suggested that we “go public” with our high level plan for this year’s project as a number of people have been asking, and then ask if anyone has any contacts for specific charities to donate to. ACTION: John Normile to draft a paragraph for the bulletin.</p> <p><u>Decorating Church</u> – at the previous meeting, it was agreed that Steve would get a group together to review the restoration and decoration of the church. Rachel King advised that Phil Rowley has offered to assist with the decorating, having painted the school last year. ACTION: Steve to set up a small working group.</p>	<p>John Normile</p> <p>Steve Hince</p>
8. Car Parking	<p>The Parish Pastoral Council has been asked to consider parking lines in the car park and a yellow box section in front of the steps to keep the area clear for emergency vehicles. The parking issues are exacerbated when both the church and hall are in use for two different reasons (e.g. baptism and party) Also, people are still parking on the dropped kerb on Park Lane, causing wheelchair and pushchair uses to go up the road. ACTION: Steve to contact the Highways people to request a white line be painted across the dropped kerb on Park Lane (similar to the one by the church gates). John Normile to discuss with the gardening team about putting some white lines in the car park.</p>	<p>Steve Hince</p> <p>John Normile</p>
9. Health & Safety Update	<p>No update.</p>	
10. Holy Door Pilgrimage	<p>An event at the Cathedral in Clifton has already passed, however, we have received a letter from Prinknash Abbey to say that they are available to receive pilgrimages to their Holy Door. ACTION: Pat to place a note in the bulletin, signposting people to the noticeboard for full details and asking if there is a volunteer in the Parish to organise a pilgrimage.</p>	<p>Pat Ruffell</p>
11. Ecumenical Matters	<p><u>Women’s World Day of Prayer</u> – Friday 4th March, 1.30pm at St Patrick’s.</p> <p><u>Walk of Witness</u> – Good Friday (25th March), 10.30am as usual and refreshments afterwards at St Aldhelm’s. Lorraine has already volunteered to help Ann-Marie Clapp with the refreshments.</p> <p><u>Corsham Churches Summer Picnic</u> – 12th June, 3pm-5pm at St Patrick’s. There will be a theme this year of “Kings and Queens”.</p>	
12. Easter Masses	<p>Need twigs to be collected for the Easter Vigil and “palms” cut from the trees for Palm Sunday (20/3). ACTION: John Normile and the gardening team will arrange.</p> <p>Reconciliation Service – Wednesday 9th March at 7.30pm at St Anthony’s with Frs. Raymond, Malcolm and Richard. ACTION: John Normile to advertise in bulletin.</p> <p>Easter Services:</p> <ul style="list-style-type: none"> ○ Maundy Thursday – 7.30pm ○ Good Friday – 3.00pm (practice at 9.30am) ○ Easter Saturday (Vigil) – 6.00pm (practice at 10am) ○ Easter Sunday – 9.30am <p>Easter preparations:</p> <ul style="list-style-type: none"> ○ Thursday evening (24/3) – need to cover crosses and tabernacle to replace statue in Lady Chapel – ACTION: Steve/Keith. ○ Good Friday (25/3) – Altar repose to be removed – ACTION: Frank. ○ Easter Saturday morning (26/3) – crosses to be uncovered – ACTION: Frank. <p>ACTION: Frank to place lists on the noticeboard in the Lady Chapel for</p>	<p>John Normile</p> <p>John Normile</p> <p>Steve Hince</p> <p>Keith Miller</p> <p>Frank Harvey</p> <p>Frank Harvey</p>

	readers, altar servers and Eucharistic Ministers.	
13. Fr John's items	No items	
14. St Anthony's PPCCG	The next PPC meeting for St Anthony's is on Wednesday 16 th March at 7.30pm. John Normile will attend.	John Normile
15. AOB	<p><u>Toddler's</u> – last year, Frances created an information leaflet for parents about "Coping with Young Children at Mass" which was well received. Sadly, over the past few months, the noise levels in the gallery have gradually increased, and a number of Parishioners have expressed a concern that the noise distracts them from the Mass. In order to stop the "running around" issue, Frances has already changed the seating area in the gallery which has improved things slightly but there are still issues with toys being tapped on the perspex and general chatting, with parents not intervening, which is causing resentment from others who are trying to get their children to follow the Mass. John Normile offered to collect the toddler's from their liturgy for the next few weeks and remind both them and their parents for the need to be respectful of those who are praying. ACTION: John Normile to speak to toddler parents.</p> <p><u>Children's Liturgy</u> – two new people have been recruited.</p> <p>Best wishes were passed onto Fr. John for a speedy recovery.</p>	John Normile
15. DONM	Thursday 31 March 2016 at 7.30 pm. Agenda items please to Lorraine Miller.	
16.	The meeting closed with a prayer.	