## Meeting of Tuesday 4th December 2018 @ 8.00pm in Hartley Hall: ending at 9.30pm

<u>Attendance</u>: Fr Antony- Parish Priest; Ossie Folkes-Chair/ Catechesis; Lesley Allen- Pastoral Care; Joe Baptiste- Welcome; Piero Finaldi –Ongoing Formation; Sue Hooper – Finance & Maintenance; Anne Mellis- Liturgy; Gwen Williams- Minutes Secretary.

**Apologies: - Angela Allen-**Hartley Hall; **Mary Baldwin**- Administration; **Rob Dunbar** – Family Life & Marriage; **Kath O'Sullivan-** Justice, Peace and Development; Giovanna Finaldi – School.

1. Opening Prayer: taken from the Commissioning of Holy Cross Parish Council 2012 – see attached agenda. Prayer offered for Mary B and her husband Steve who was taken ill today and is in hospital.

Agenda items	Discussion/ agreement	Action – who / when
2. Matters arising	Thanks to all who contributed to Fr. Doug's farewell and Fr. Antony's Induction ceremonies and	
	celebrations and for pulling together to support the work of the parish during this recent transition period	
	Ossie has received an email from Kath O'Sullivan resigning her position on the Parish Council and	
	relinquishing the roles she has held. Thanks are recorded to Kath for her years of service to the PC. Other	
	matters arising from minutes of 18 <sup>th</sup> June 2018 deferred to end of this meeting.	
3. Group leaders'	Sue H- Finances: the Parish House letting has been reviewed: consideration was given to a rent increase	
reports/updates	however this has been deferred as the current charges reflect the market: the tenants will remain for a	
	further year. Overall finances reviewed and found to be in good order. Parishioners have responded well	
	to the 2016/17 Gift Aid campaign which saw some increase their DD contributions and others opting to	Sue
	initiate DD payments for the first. Figures will be provided to the next meeting.	
	Lesley- Pastoral Care- highlights; a summer Holiday at Home scheme was run over three weeks	
	respectively from The Brownhill Road Baptist Church, St Andrews and Holy Cross; this proved very popular	
	with up to 120 attending over the period. An Anointing of the Sick Mass was held in July and was followed	
	by a reception. The Third Thursday Time (TTT) Group was launched in January; attendance is increasing as	
	is the variety of activities being offered. Grants have been secured from Catford Local Assembly and the	
	group is registered to receive support from the Co-Op Community Funds. The Diamond club has been	Lesley to liaise with group
	granted funding to provide 12 activity sessions during the coming year. As a Dementia friendly Parish,	leaders to take this
	Lesley is offering to facilitate awareness raising sessions to parish groups.	forward.
		TOTWATU.
	Visits to Care/ Nursing hopes to be resumed with Fr. Antony.	

3. Group leaders'	Ann- Liturgy: First Holy Communion group is progressing well- having the parents and children together	
reports/updates	proved successful last year and is continuing this year. First Reconciliation takes place this weekend. As Catechists move on the aim is to recruit more and encourage our young adults into these roles. Christmas Liturgy: Planning and rehearsals for the annual Carol Service are under way; many groups from our diverse parish community are preparing to present Carols and songs from their own cultural traditions. The service will take place on Sunday 23 <sup>rd</sup> at 4.pm followed by refreshments in Hartley Hall. It is intended to coordinate the music across the weekend Masses so there is more cohesion.  Joe –Welcome: As some members of the team have left the aim is to recruit and train more of our young people into this role; Ossie advised that there is a Deanery Formation day for Welcomers and Ushers on 02/03/19: roles will be kept under review and evolve as needed. Presently Joe is facilitating the Saturday	Ann and team liaising with community group reps. Angela & Gwen
	6.30 and both Sunday Masses. Some concern expressed about elements of church maintenance – eg the main front door of the church. Proposals to modify the physical access between the Sacristy / main church and Hartley Hall remain a cause for concern.  Piero- Formation: The Confirmation programme is under way and running well. There is a large group, including some from another parish. The Service Projects being undertaken by the candidates are being kept under review. Closer liaison is needed between the Catechists and some group leaders.  Ongoing Formation: a short course offered last year was not well attended: PC to consider how we can engage a wider participation. Further discussions needed on how to follow up on Adoremus, dealing with the Mystagogia period post RCIA / Baptism: Suggestion that regular gatherings between Readers and Extraordinary Ministers of the Eucharist be arranged. We need to begin planning for 2020 – designate as	Piero to lead review
	the Year of Scripture in England and Wales.  Ossie – Coordinating Stewardship: Kath's departure leaves a gap in the Baptism and Children's Liturgy programmes. This crystallises the urgency for creating a culture of service and tapping into the talents of a wider body of parishioners. In recruiting additional young people more flexibility will need to be built into the structure to take account of their study and family commitments- they may be more forthcoming if new recruits are asked to serve on a rota (monthly /6 week cycle) Designated coordinators to manage and monitor. A personal approach/ invitation is felt to be more valuable and effective. Recommendations can be made to Fr. Antony.	Fr. Antony, Ossie and PC members
4. PC & Coordinator vacancies	There are presently a number of vacancies on the Parish Council and in service roles (see agenda): On the PC leadership of Youth/ Young people –this is a long standing vacancy; names of individuals involved in	Fr Antony to move

	"Faith in Action" programme suggested also use of resources produced by Bromley: Mission- more coordinators needed: Marriage and Family Life- Rob has stepped down from this role. Marriage preparation is a Diocesan programme. Family Life is a multifaceted portfolio and a programme needs to incorporate the diversities; parenting and how parents are supported in our communities has to be a major feature; also support for families in Masses.  Coordinators are needed for each Mass; also for the weekend Altar servers: suggestion of a meeting with weekend Altar Servers and their families to encourage more participation. Sacristans are needed – presently Gwen services the weekday morning Masse- cover is needed for Saturday pm and both the Sunday services – Joe is currently overseeing the weekends: The Repsitory: Caroline C will continue until Christmas then step down after many years. Ideally it needs to be open and accessible more often someone needs to be in charge and organise stock rotation and ordering.	forward with conversations with individuals to assess their interests and likely commitment.
5. GDPR, Security/ CCTV	Fr. Antony has identified a number of gaps in GDPR practices. – e.g. issues with storage- <b>Nothing is to be kept in anyone's home or in personal emails;</b> emails are to be sent via a central source – this is being addressed and parish groups will be issued with a dedicated parish email addresses in due course. <b>All paper records are to be kept in the secure office safe.</b> Advisers from the Diocese have been invited to review and report in order to help us evolve a more comprehensive Parish Policy.	
6. Financial Report and forecast	Addressed above in Leaders report. Forecast to be dealt with at next meeting.	
7. Dates/ Information	Dates listed on the agenda and published in recent Parish Newsletters were confirmed as follows:  PENITENTIAL SERVICES: 15 <sup>th</sup> Dec – Lewisham Deanery; 21th Dec – Holy Cross @ 7.pm  CHRISTMAS MASSES: Christmas Eve – Monday 24 <sup>th</sup> : Family Mass @ 5.00pm: 7.pm Mass: Carols and Midnight Mass 11pm Christmas Day- Tuesday 25 <sup>th</sup> : 10.00am & 11.30 Masses. New Year's Eve – Monday 31 <sup>st</sup> : 11.00pm Blessed Sacrament followed by Midnight Mass.  FR. JOHN'S MEMORIAL MASS on Sunday 27 <sup>th</sup> January @ 5pm followed by refreshments in Hartley Hall.  PARISH WEEKLY SURGERIES: Meet your Parish Priest (MYPP) no appointments needed: Fridays 5.30 – 7.30: dates to be announced in Newsletters.  A WELCOME FORMATION DAY: on 2 <sup>nd</sup> March led by Margaret Fraher.  ADOREMUS: Deanery Spiritual Pilgrimage in Sydenham on 1 <sup>st</sup> March.	Planning team: Ann to coordinate music, Rob to be asked to coordinate readings; Lesley and Sue to organise hospitality and refreshments

	STEWARDSHIP – TALENT: Forward planning Teresa Keogh to be invited.	Fr Antony & Ossie
	LENT PLANNING: Ecumenical Stations of the Cross will be held - details tba	
	BISHOP PAT'S VISIT to the Parish: from 16 <sup>th</sup> -18 <sup>th</sup> May 2019; he will visit the school on 16th and will meet	
	with parish groups during his visit.	
	LONG TERM YEAR PLANNING- Short, medium and long term plans to be produced by each group to be fed	
	into an overall coordinated Parish plan. FRIDAY MASS TIMES: during Advent Masses will be held at 9.15 on	
	Fridays, followed by Exposition and Benediction. There will be no evening Masses on these dated. After	
	Christmas Friday Masses will return to evenings; Fr. Antony will keep this under review.	
	Bible Classes and Youth Groups- discussion deferred.	
	<b>DISPLAYS AND NOTICEBOARDS</b> – inside church these must be Liturgical. Porches and outside to be	
	reviewed. People in the Sacristy; the overcrowding at weekends is a cause for concern – there is a lot of	
	congestion and noise; only the Sacristans, those preparing children's Liturgy and Altar Servers need to be	
	in there. Coordinators will need to divert other enquiries elsewhere.	
	SECURITY/CCTV/LIVE STREAMING: Fr. Antony has obtained two quotes for the installation of the	
	necessary systems –He will investigate further. It is expected Holy cross will be up and running for	
	streaming Masses after Christmas. Cameras will be installed inside the church and largely focused on the	
	Sanctuary. Clarification needed on whether the midweek Masses will also be streamed; permissions to be	
	sought from parents of minor weekend servers.	
	GHANA PROJECT /CHARITIES. The Ahotokorum Project has been a priority for fundraising and support in	
	the Parish for a number of years under Fr. Doug's patronage. Fr. Antony has suggested a number of other	
	more localised areas for help and attention. The core planning group will meet to discuss ways forward.	Lesley, Gwen and others
8. Fr Antony - early	Fr. Antony thanked the PC for service to the Parish and expressed appreciation of the commitment of	
days	members. He is happy to be at Holy cross. With reference to item 6 in the minutes of the meeting of 18 <sup>th</sup>	
	June, Fr Antony stated his wish for the PC to continue and for leaders to develop their groups so that a	
	wider body of recruits can be brought in to the PC; also those who step down from the PC or from roles of	
	responsibility be encouraged to continue contributing their knowledge and skills to parish groups. Fr.	
	wants to hold meetings with leaders and their groups in the near future. He wants to recruit a Marriage	
	Registrar for weddings to take care of the associated administration tasks; also coordinators for bidding	
	prayers and the Parish Newsletter. There is a proposal to have ecumenical reps from St Andrew's, St	
	Lawrence and Holy Cross meeting together to share and plan joint events. Fr. has had a number of	
	approaches from parishioners wanting to hold/have Masses with a focus on their cultural tradition.	

## Holy Cross Catford Parish Council

	Dates have been agreed with a few groups. Suggestion that the 11.30 Mass on the 5 <sup>th</sup> Sunday of the month be allocated for these  Yearly Planning: this will be a main item on the next agenda. All group leaders to email proposals to Ossie at least a week before the next meeting in order to facilitate a structured and timely discussion.	
9. AOB & date of next meeting	Date of next meeting is <b>Tuesday 26<sup>th</sup> February @ 8.00pm</b> in the upper room at Hartley Hall	
10. Closing Prayer	Led by Fr. Antony. The meeting ended at 9.50pm.	