

Meeting of Parish Core Team 16th September 2022 7.30pm

Present: Claire Fairlie (CF), Canon Tim Madeley (CTM), Robin Landells (RL), Claudine Maude (CM), Denis Woodhouse (DW)

Minutes Secretary: Denise Bass

Apologies: Kevin Rourke (KR), Jenny Marsden (JM)

1. Opening Prayer

2. **Minutes of the last meeting:** Agreed.

4. **Matters arising from the Minutes not on the agenda:**

- 1) RL reported that the WIFI is now working in the parish room at West Grinstead. He thanked DW and KR for their help in achieving this. It is available for guest so it was felt that the password should be put up somewhere so people could access it.
- 2) Sunday 18th September – Parish day and induction of CTM as rector and parish priest. DB said as far as the Parish Office was aware there had been 4 offers of lifts from St. Gabriel's and only 1 request for a lift. Others including the young servers from St. Gabriel's had been organised privately. CTM asked CF and JM to read at the Mass, RL and DW to bring up the offertory and DB to present the bishop with the parish keys in KR's absence. A lay reader from St. George's church would be attending to represent other churches. CTM had asked Lucy Cooper to sit with her during Mass. Front pews to be reserved for special guests. Our Lady of Consolation members will organise tours and talks. The bishop will bless a tree in honour of the queen. The team's role on the day is to welcome and guide people. Some concerns had been raised in Billingshurst that there wouldn't be a Sunday Mass.
- 3) Margaret Fraher from the diocese will come to West Grinstead on 29th October to present a session on The Ministry of Welcome. Current 'welcomers' and any prospective 'welcomers' will be asked to attend. The session will cover the reasons for the ministry and give examples of best practice.
- 4) Suggestion boxes: suggestions have been received from the boxes:
 - Could there be a social committee made of representatives from the two churches? CTM proposed this to be discussed at the next Core Team meeting.
 - May we have the missing kneelers replaced and others repaired at Our Lady of Consolation? RL as chair of finance will look into the cost.
 - May we have a prayer for England at Benediction? CTM will look for an appropriate prayer.

Can we have less Latin at Our Lady of Consolation? The Core Team felt that every effort is made to have a balance in the services. There is also a balance provided within the parish as the services at St. Gabriel's tend to be a little more modern and family friendly. Many people attend the church because they want to have a more traditional church and liturgy. So there are no plans to change at present.

5. **Finance:**

At St. Gabriel's there are no new developments. RL will be the chair at both churches with a view to merging both finance committees.

At Our Lady of Consolation RL said that the finance committee had met. There are still difficulties for the new accountant accessing the information required. People are using Gift Aid but the envelopes are no longer used except the diocesan white envelopes for one off donations. The DONA machine at Our Lady of Consolation wasn't working properly so DONA replaced it. You can Gift Aid using the machine and receive an email informing you of your donation so it will be an asset to the parish. RL to meet with Kate Goddard to see how the DONA information comes through on the computer. A date needs to be set for the members of both finance committees to come together to discuss how things work currently at each church.

6.	Update on developments at Our Lady of Consolation: CTM will be attending a meeting at Douai Abbey to plead the parish's case for the new altars at the Historic Churches Committee. The architect promised drawings for the new pilgrim's way so the parish would be able to view the plans and make suggestions. A survey of the land is required before he can do this so the site was mapped out last week. There is still no news about the new font or lectern for the shrine. The diocese is responsible for the upkeep of the house and it will make temporary repairs to the porch and windows in preparation for the winter. The tank is now full of oil so hopefully there will be no problems with the heating at the shrine this winter. RL will try to find an opportunity to introduce the Health and Safety reps for each church to each other.
7.	Update on developments at St. Gabriel's: The fencing of the garden at the rear of the priest's house needs replacing immediately as the old fencing has already been removed. Brian O'Connor in his Health and Safety role is researching the best solution to the problem of the balustrade in the choir loft as it is currently too low and the spindles are too widely spaced.
8.	Audit of signage: See sheet for the report on Our Lady of Consolation. • At St. Gabriel's only the external signs were viewed. CM said it was very easy to drive past the church if you didn't know where it is. The signs at the entrance are too small, set too far back and come too late. A sign is needed before you get to the church possibly on the other side of the road. • The disabled parking bay needs marking and all the bays need to be repainted. • Signs are needed for the Hall, toilets and the priest's house. • Fr. Candy's grave needs some kind of explanation – possible a small plaque on the railings.
9.	Synod Question 2 – Listening part 2: After examining the groups' recommendations on '<i>Helps and hindrances</i>' the PCT made the following responses (in no particular order): • Sunday is a Holy Day of Obligation as Sunday is the day on which the paschal mystery is celebrated and it will not be changed. CTM suggests to those who have to work on Sunday that they make one day in their week holy • The team felt that providing a Saturday or Sunday evening Mass would not suddenly bring people back to church and would dilute the congregations we have now • It was felt by all the team that the lack of a catholic school is a problem for the parish. We miss out on young people wanting to attend Mass with their friends • There is a diocesan youth programme with events such as the Big Day Out, World Youth Day and Lourdes Pilgrimage as Red Shirts • The welcoming training may help with inclusion • People could be invited by email to one off events, giving them a chance to come and reconnect with the church • Discovering people's talents and skills could be done through a census. The next Parish Day at St. Gabriel's could be a Stewardship Sunday. DW pointed out that care needs to be taken not to force people to commit to roles they cannot fulfil.
10.	Date of next meeting: 1 st November 2022 after 7pm Mass
11.	Final Prayer