

ST. FRANCIS PARISH COUNCIL

Minutes of the meeting held on 1st February 2013

The meeting opened with a prayer for guidance.

Present : Fr. Tom, Tony Berkeley, Sue Meese, Terry Enga, Sue Roche, Wendy Cullen, Mary Looney, Michael Looney, Hugh Gibbons,

Apologies: Peter Hermon, Jane Gow, Kay Field, Gerry Devanney, Bernadette Bueno.

Minutes : The minutes of the meeting held on the 28th November 2012 were agreed, an amendment was made to the building & finance figures.

Chairperson's report : Tony thanked all for coming to the meeting. He asked the co-ordinators to keep in touch with their group heads and co-operate with co-ordinating information, making their groups more dynamic and creative. Communication is key. There is a shortage of Sacristans and Welcomers at Mass and that at the Offertory other members of the Parish Community must be asked and encouraged to take part.

Finance : Co-ordinator Peter Hermon

- Apologies - Peter Hermon is away. A Finance Budget report showing 2011/2012 and 1st Quarter figures for 2013 are attached to the minutes. It was suggested that a simple one Page financial account be issued at Council meetings and that funds raised through the Restoration pledges/donation/events be shown on a separate sheet.

Education: Co-ordinator Sue Roche

- Confirmation Sunday 14th July is the date that has been issued for **The Sacrament of Confirmation**. The venue will be at St Mary's Rose Theatre to accommodate the congregation. 46 forms have been submitted to date. Bishop Philip Egan is the celebrant.
 - Safeguarding Roisin Toner has been in touch with Paula Liverseidge regarding the CRB checks for new helpers and will arrange a meeting soon for all who have said they are willing to help run the Confirmation programme.
 - Come & See RCIA programme An Update from Julia Bowden. There are currently 3 interested parties for RCIA. Julia will publish programme dates shortly. The recent RCIA event in December was a wonderful Parish Mass celebration.

School Head Teacher Mrs Jane Gow

- Congratulations to Mrs Gow, Staff, Pupils and Governors of St Francis School for achieving an "Outstanding" from Ofsted. A first in RBWM and Diocese under new Ofsted framework.

Outreach : Co-ordinator Sue Meese

- **KSC & UCM** – Reports were submitted by both UCM and KSC about their work in the parish in support of the community.
- **The Bereavement Group** Jackie Power was arranging an Acorn Healing Course in March. Fr. Tom expressed was delighted with last November's All Souls Mass and the group will be planning on some innovations for next year. The Group would also like to invite more Parishioners to become involved in the Bereavement Group.
- **Repository** Sue Meese has arranged a table top card display in the School foyer so Mass cards and seasonal greeting cards can be purchased. Sue hopes to open the shop on certain dates and to use the back door through the garden to access the shop itself.
- **Coffee for Carers** Sue Meese has created posters to advertise the new venue at her house to start this week until we return to Church.
- **SVP** The SVP reported their involvement with the poor and needy in Bracknell, and sought her views on involving Bracknell parishioners in the work of SVP and the possibility of establishing a separate conference in Bracknell.
- **Justice & Peace Group** Hugh Gibbons has taken over from Josie as co-ordinator. A meeting in March which will explore ecumenical meetings in which other local churches can join. Work was in hand re: The nationwide Food Enough for Everyone IF Campaign, and to examine the LiveSimply Parish Award – following Woodley's example.
- **CAFOD** Envelopes will be handed out for **Lent Fast Day**. Hugh was planning projects with the school involving the garden area. Fr. Tom mentioned a Scout group which was offering to get involved. Hugh also advised an involvement at the school with the Bracknell Food Bank, the FairTrade fortnight and contact with San Francisco de Assisi Parish in San Salvador.
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Worship : Co-ordinator Mary Looney

- **Music** Hymns will be kept short for the duration of our time at school. The school piano will be used as ours is too heavy for the caretaker to move.
- **Cleaners** Following a successful attendance at the Christmas Party several new volunteers have come forward.
- **Flowers** A simple pedestal is required for the reception area of school for Easter. A new flower volunteer rota will be compiled once we have moved back into the Church.
- **Eucharistic Ministers** Only one Minister is required at each Mass, who should return the Ciborium to the Friary when Mass is over.
- **Sacristans** An advert for more help will go into the Parish Newsletter.
- **Servers** – There is a rota in place until March, Parents have been asked to maintain Albs and launder them.

- **Counters** All collection money will be deposited in the office safe unless it is collected by one of the counters at Mass. They have been asked to collect it for banking during Parish Office hours only.
- **Bidding Prayers** More volunteers are needed, Fr. Tom suggested that the writers check their diaries for special events or national feast days or news and include them in the prayers when appropriate.

Parish Office : Co-ordinator Tony Berkeley

- Co-ordinators must report regularly with their groups and keep up communications through the newsletter bearing in mind the Thursday deadline.
- Restoration work has started and a special presentation to the Parish will take place during Lent to include a breakdown of projection costs and figures.

Fr Tom

- A letter was sent to Mrs Gow to express Fr. Tom's growing concern of the misuse of the car park when used at pick up and drop off times.
- Fr. Tom spoke of the donations that have been made to decorate the Sacred Heart Chapel and Our Lady's Chapel.
- "Year of Faith" as a Parish what are we doing?
- International Night? There will be a large space available before the pews are returned to the Church. St Patrick's Night?

Future Projects

- A Financial Statement for Parish
- Parish Centre
- Glass Entrance for the Back of Church
- Cleaning of Stone Pillars

Date of Next Parish Council Meeting : 24th April 2013.