



ST EDMUND'S PARISH BUNGAY & HARLESTON

MINUTES OF A MEETING OF THE PARISH PASTORAL COUNCIL MONDAY 27 SEPTEMBER 2021

Present: Shirley Kalinauckas (chair), Fr Mike Brookes (Fr M) vice-chair, Jenny Beaugeard (JB), Helen Kirby (HK) safeguarding, Mary Kirk (MK) communications, Cathy Scott (CS).

Apologies: Sam Barlow (SB) school, Rebecca Clarke (RC) catechist

SK welcomed Fr M, and the council asked for the guidance of the Holy Spirit.

It had been agreed there should be no formal agenda. **Actions to be noted in red.**

Immediate priorities

Fr M said he wished to set out some priorities, but that not everything could be done in the short term. Members stated their own priorities:

- CS - the beginning of the synodal process. The commissioning Mass would be in October.
- JB - resolving the role of the treasurer.
- SK - the link between school and parish. Fr M said he was meeting with SB the next day.
- HK - support for families with children; family Masses

Fr M's priorities in the short term

1. Security: locks had been changed. More keys would be cut and a list established of key holders. There are further security issues: kitchen door, the office and personal accommodation. **Fr M to ask a security adviser.** It was expected resolution of these issues would cost the parish around £200-300 in the first instance. Storage of confidential material and data is a priority. All this would be **addressed at the forthcoming meeting with the Finance Committee.**
2. Meeting PPC members and other key workers individually: this would be arranged within the next four to six weeks.
3. Confessions: 5.30pm on Saturdays, and on request. **MK to alter website and info sent to local town/village magazines.**
4. Opening of church: Fr M said church should be open "at least some of the time", but the unanimous voice of the council was for **opening during daylight or 'office' hours as soon as possible**, as this sent a message of welcome and openness to the world.

5. Home visits: CH has list of those who should be visited, but members could add to that list. Fr M said he would need a network of volunteers and Extraordinary Ministers to deputise.
6. Streaming of Masses + funerals etc: This should happen occasionally. At St Edmund's two cameras could be placed in the choir loft, and linked to the existing sound system. Should this also happen at Jay's Green? Streaming to be tackled in the new year.

PPC constitution

SK said the PPC was at present officially prorogued. The constitution drawn up during the Downside tenure would need to be rewritten, and each aspect revisited at the end of the year, when the hand over to the diocese would happen. **Fr M to check whether there was a diocesan template. Constitution working group: Fr M, SK, MK.**

Role of treasurer

CH wishes to resign as treasurer and some of her other roles at the end of the financial year.

Financial situation

Complex. Everything in the parish belongs to Downside and is to be donated to the diocese. Fr M would not be involved in the financial discussions between the two parties. A new account will be created by the diocese for the parish, and it is likely all standing orders would have to be cancelled and set up anew. The parish has paid an annual levy to Downside, and this will be replaced by one paid to the diocese based on capitation.

Fr M emphasised that the Christmas and Easter offerings were part of his taxable income and that diocesan priests rely on these. It was **agreed the PPC would issue a statement to parishioners before Christmas concerning parish finances, the status of standing orders, and the fact that Christmas and Easter offerings will play a bigger role as part of the priest's income than was the case with Fr Charles.**

CAFOD/Live Simply/Laudato si'

SK reminded the PPC that the parish had received the Live Simply award for progress towards living more simply, sustainably and in solidarity with the poor. Need to decide where the plaque should be displayed. There would probably be a second plaque for Jay's Green. Live Simply is an ongoing commitment. There would be a Creation Mass on 7 November during the COP26 talks, to include climate-themed bidding prayers, homily, hymns, artwork, and a talk by the Live Simply coordinator, Maria Elena Arana [TBC]. **CAFOD team to liaise with Fr M and school.**

Bungay Christmas Street Fair: **JB and Sue Altarelli to arrange votive candles and church decoration. Church open from end of Mass.** They will also be doing 'CAFOD coffee' after the St Eds Mass every third Sunday.

Family Masses and Children's Liturgy to be on the agenda for next meeting.

Bidding prayers

Rotas to be arranged for writers of bidding prayers. Fr M to be told by end of week if anyone cannot provide them for that Sunday.

St Edmund's Day Celebration

Sunday 21 November. HK and CS to arrange a bring and share lunch, décor, etc.

AOB

Parish Christmas cards: Fr M/CH to ascertain remaining stock. CS to contact Alexandra Muir to arrange reprinting.

Christmas Services cards: Fr M

Times of Sunday Mass: May change in future to give Fr M more time between Harleston and Bungay.

SK summarised the main points raised and actions to be taken, as above.

Dates of next meetings:

Monday 6 December via Zoom

Monday 31 January (2022) via Zoom

April meeting TBC at Jay's Green.

MK 28.9.21