**A.M.D.G.**

**Minutes of the meeting of**

**The Parish Pastoral Committee of St Peter’s & St Joseph’s, Stonyhurst,**

**Held on Thursday 15th November 2012 at 7:00 p.m.,**

**Stuart Parlour, Stonyhurst College.**

**Members Present:** Fr. Peter Willcocks S.J. (Parish Priest), Niall Macfarlane (Chair), Lucy Harrison, Rita Holden, Frances Ahearne, Linda Blakey, John Thomasson.

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| Agenda  Item | Subject | Discussion/Outcome | Action  (if any) |
| 1. | Opening  Prayer | Fr. Willcocks opened the Meeting with a prayer at 7:00 p.m. |  |
| 2 | Apologies/Resignations | Apologies had been received from: Mary Moss, Andrew Snape,  The Chair advised he had received resignation letter from Sarah McLennan. He had written to thank her for her contributions and continuing support. Sarah would continue in her role as Children’s Catechist  The Chair welcomed the two new incoming members of the committee |  |
| 3. | Minute taker | It was agreed that Niall Macfarlane would take Minutes. |  |
| 4. | Minutes of  the last  meeting | The Minutes of the last meeting had been circulated by e-mail and were approved as a true record of that meeting. |  |
| 5. | Matters arising from the  Minutes of  the last  meeting | The following updates were received:  **Joint Dinner Dance –** the feedback from those who were able to attend reported that it was a very successful evening both socially and financially. Over a hundred diners enjoyed the meal and music and nearly £500 was raised for both Parishes respectively. The Newsletter had publicly thanked everyone involved especially the social committee members and the Chair had written thanks on behalf of the Pastoral Committee. We hope that there will be further joint social events in next year’s calendar  **Fire Alarm Procedure -** To be typed out and laminated. This needs checking with FA as completed. Item still outstanding  **Year of Faith** Fr Peter reported that Barbara Mason had offered to run a series of prayer/discussion groups on a monthly basis at her home. The group interest numbers indicate 10 or so to get things going. Publicised in the Newsletter and on the Parish Notice boards.  Rita Holden has asked for a related YouCat Prayer Book which Fr Peter has a copy spare  **Visiting the Sick** Fr. Peter reported that the take up of communion visits etc was still minimal but of the Parish were aware of the offer. There was a request for an appropriate host container (pyx) to be purchased for Eucharistic Ministers to use as required  **Welcome Pack** Fr Peter has asked that the content of the welcome information to be reduced to a four sided A5 leaflet and the Chair would reduce the information to fit the size. FA offered to help print copies to share for the next meeting. Item still outstanding  **Arrupe Volunteers** Some visits have taken place: FA to contact Sarah Young for an update | FA  Fr P  Fr P/FA  NM  FA |
| 6. | Advent Planning | Discussion took place around the services and the template for the three Masses will be re-circulated with the amendments and suggestions.  Whilst there is a different scale of numbers from the Vigil-Midnight-10am St Joseph’s Masses there should still be the same ‘offer’ of joyful celebration and involvement. We will need to plan for additional volunteers and ensure they know the roles and responsibilities. It was felt that the Midnight Mass will be particularly reliant on LH and FA to ensure volunteers are sourced. The 10 am Mass needs will be reviewed by LB and NM  Fr Peter proposed a special Reconciliation Service which will last half an hour and then followed by Confessions. This is booked for Tuesday 11th December 7pm at St Peter’s. Publicity will be key to generate support for this.  It was also agreed to have mince pies and wine afterwards in the Silent Gallery | LH/FA  NM/LB  Fr P  FA |
| 7. | AOB | Due to the withdrawal of committee members for another meeting, the items on the Agenda relating to Jesuit Parishes and Children’s Liturgy was postponed  LB asked for some clarification as to when the St Joseph’s end-of-mass coffee and cake event took place. NM to check with Sarah McLennan and Emilia Turner | NM |
|  | Date of next meeting | **Weds 16th January 2013 7.30pm** | All |
|  | Closing Prayers | The meeting closed with prayers at 8:18 p.m. |  |

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Chair Date

L.D.S.