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

**Minutes of the meeting of**

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

**Held on Thursday 21st November 2013,**

**at Stonyhurst College**

**Members Present:** Fr. Peter Brook SJ, Fr. Peter Griffiths SJ, Niall Macfarlane (Chair), Frances Ahearne, Rita Holden, John Holden, Lisa Quinn-Jones , John Thomasson, Andrew Snape, Lucy Harrison

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| Agenda  Item | Subject | Discussion/Outcome | Action  (if any) & by whom |
| 1. | Opening Prayer | Fr. Peter Brook SJ opened the Meeting with prayers at 7:40 p.m. |  |
| 2 | Apologies | Apologies had been received from: Mary Moss, Lucy Wilkinson and Linda Blakey.  The Chair reported that Mary Moss had tendered her resignation from the Committee and the Chair advised that he had written to her to thank her for her work on the Committee since its foundation and to ask her for her prayers for the Committee’s continued work. |  |
| 3. | Appointment as Secretary | AS agreed to take the Minutes of the Meeting. | AS |
| 4. | New Parish Priest | The Committee were delighted to meet and introduce themselves to Fr. Peter Griffiths SJ who had been appointed the new Parish Priest and would be taking up his duties as Parish Priest at St. Peter’s from the beginning of January 2014 though he would nevertheless be around at Stonyhurst over the coming weeks.  Fr. Peter reported that his last Parish was St. Aloysius, Glasgow, and that for the immediate future it was a matter of him listening and watching as he got to know the Parish and its parishioners as he was relatively unfamiliar with Stonyhurst and its locality. |  |
| 5. | 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. |  |
| 6. | Matters arising from the  Minutes of  the last  meeting | **5 …..  (3) Boiler at St Joseph’s:** It was reported that the boiler had broken down in September and was no longer working. Fr. Brook advised that of the three quotations requested two quotations had been received for a new boiler and these would be actioned as soon as possible and, in any event, ahead of the next Finance Committee meeting in January. AS put forward the School’s position on this matter explaining that the dining room adjoining the Chapel was no longer being used by the School for school lunches because of the damp and that school lunches were now being moved into the School Hall at considerable expense to the School. It was therefore imperative that the boiler issue was resolved as quickly as possible.  Fr. Brook advised that it was still acknowledged that the Parish wished to transform the space in the Chapel building and that he was in contact with Fr. Adrian Porter SJ about this.     1. **Rotas:** The Chair advised that monthly rotas for cleaning, reading, Eucharistic ministers etc. were now in circulation and available on the Parish website. It was pointed out, however, that there were often clashes of activities for people on the rotas and it was suggested that these needed to be resolved through a more consolidated and informed approach. The Chair agreed to take this forward with Frances Ahearne and Mary Bailey. 2. **Children’s Liturgy:** The Chair reported that this was going well. 3. **SVP**: In the absence of LB it was reported that three potential members had recently been to a meeting at English Martyrs, Whalley, but that at the moment the number of potential members was still uncertain. It was suggested that a renewed appeal should be made for members in order to enable the formation of a Parish SVP Conference to be achieved. 4. **Parish Extra:** The Chair reported that the next edition of the Parish Extra would be published in time for Christmas. Features were to include an interview with Fr. Frank Hull SJ by the children of St. Joseph’s accompanied by a photograph of the event, an article on the Lourdes Pilgrimage by John Holden and hopefully an article from a younger parishioner too on a topic as yet unknown. There would also be the usual children’s pieces including games and puzzles.   (11) **AOB:**  * 1. Signs for the toilets would be in place for the Christmas Services and other large gatherings in the church; * 4. It was reported that the Cemetery Mass on All Souls’ Day had been well attended despite the inclement weather! RH advised that she would organise the cleaning of the Chapel going forward. * 5. Reconciliation Service: A date of Wednesday 18th December 2013 was set for this at 6:30 p.m. in St. Peter’s. It was suggested that more publicity was needed for this Service and an explanation of the form it would take. It was agreed that this should be done through the newsletter. | Fr. Brook  NM/FA  LB/RH  NM/FA  Fr. Brook/ FA  RH  Fr. Brook |
| 7. | Advent Planning | The Chair had helpfully circulated planning sheets for the 5:30 p.m. Vigil Mass on Christmas Eve and the Midnight Mass in advance of the meeting and following fairly lengthy discussion these were populated with the remaining information and the Chair agreed to amend and re-circulate these accordingly.  The main points to highlight arising from the discussion were as follows:   * The 5:30 p.m. Mass would be preceded by Carols from 5:00 p.m. * No Carols were to precede Midnight Mass and Mass would begin at Midnight with Carols during Mass. * There would be no 8:30 a.m. Mass at St. Peter’s on Christmas Day. * The Christmas morning Mass would be at 10:00 a.m. at St. Joseph’s. | NM |
| 8. | Jesuit Conference 2014 | The Committee were reminded of the Jesuit Parishes Conference which was to take place at the High Leigh Conference Centre in Essex on 13/15th February 2014. All were encouraged to consider attending and the Conference would also be advertised in the Parish newsletter. It was emphasised that this was an opportunity to meet with the other Jesuit parishes and an opportunity to share ideas and elements of good practice. The cost of the Conference would be met by the parish and was a residential Conference. It was hoped that 7 parishioners and Fr. Griffiths would be able to attend. | All |
| 9. | AOB | 1. The future viability/desirability of the Christmas Midnight Mass be reviewed in 2014 in light of this year’s attendance figures. 2. A box of items for the APF Red Box collector(s) had arrived at the College and would be passed on to the relevant person(s). It was agreed that details would be included in a forthcoming Parish newsletter advising of the name(s) of the collector(s) and the arrangements for the emptying of the Red Boxes going forward. 3. The Committee were shown architect’s 3D visuals of the proposed new front altar for St. Peter’s which was being gifted to the College (not the Parish) by St. John’s, Beaumont. The altar is known as the Weld-Blundell altar and originally came from the old chapel at Leagram Hall. | Fr. Griffiths/All  Fr. Griffiths/ FA |
| 12. | Date of next meeting | 7.30pm Thursday 20th March 2014, Parish Office, St Peter’s | All |
| 13. | Closing Prayers | Fr Brook closed the meeting with prayers at 9:00 p.m. |  |

Chair :……A.N.Macfarlane……………………… Date...08.05.14 .

**L.D.S.**