

**PARISH PASTORAL COUNCIL OF OUR LADY'S CHURCH YORK AND
ST JOSEPH'S CHURCH GREEN HAMMERTON
Minutes of the meeting of 23 November 2015**

Present: David Barber, Angela Clarke, Joe Dale, John Kesterton, Paul Lanfear, Marek Lichtarowicz, Kath Lyall, Kevin Melody O. Carm, Gareth Morgan, Giles Nightingale, Rosemary Phizackerley, Amanda Sturdy, Tony Taylor (Chair), Peter Warren, Claire Young.

1. Opening reading and prayer were given by Kevin Melody.

2. Apologies

Apologies were received from David Copeland, Rebecca Elliott and Nan Saeki.

3. Minutes of the last meeting

The minutes of the meeting of 5 October 2015 were approved.

4. Matters arising from the minutes

There were no matters arising from the minutes.

5. Adoption of a Constitution

Members of the Parish Pastoral Council considered the adoption of a constitution using a draft suggested by Kit Dollard at the previous meeting. He had proposed that a constitution be adopted by the Council within 6 months. Kevin Melody emphasized that the work of the Council would be concerned with outreach, evangelization and consultation on pastoral matters. The Chair suggested that a framework was needed in order to guide the work of members of the Council. Members agreed that the draft constitution provided most of the guidance that would be required. Kevin Melody stated that, when completed, the Council's constitution should be available on the parish website so that the aims and objectives of the Council would be publicly available

Agreed:

1. That the Chair, Vice-Chair, Secretary of the Parish Pastoral Council and Gareth Morgan together with the Parish Priest form a sub-group to produce a constitution suitable for Our Lady's and St Joseph's Parish using the draft constitution provided by Kit Dollard.
2. That the draft constitution for Our Lady's and St Joseph's be brought to a future meeting of the Parish Pastoral Council for discussion and comment.

6. Dates of meetings

A number of suggestions were made about the frequency of meetings for the Parish Pastoral Council. Members of the Council noted that, given the large size of the Council, it would not be possible to accommodate everyone's availability for

each meeting. Therefore, the aim would be to accommodate as many people as possible. The availability of Paul Lanfear as the sole representative of St Joseph's Green Hammerton should particularly be taken into account. It was thought that the best idea would be to vary the date of the week on which meetings were held. At this stage it was thought that there should be about 6 meetings a year avoiding August and December. The most feasible weekdays days for the next few meetings were from Monday to Wednesday.

Agreed:

1. That the next Parish Pastoral Council meeting be held on Wednesday 20 January 2016.
2. That Marek Lichtarowicz put forward a number of dates for future meetings based on the information provided of members' availability to be considered at the next meeting.

7. Report back from the sub-committee on provision for young children and teenagers at Our Lady's Church

Claire Young, Amanda Sturdy and Joe Dale provided a detailed written report and a verbal update on the work they had so far undertaken to widen provision for young children and teenagers at Our Lady's Church.

Teenagers and young people

The initiative would start with an 11 – 18 year old youth group. Within this age range, it would focus on Year 6 pupils before they entered secondary school. It was possible that the teenagers could be split into older and younger groups at a later stage.

Publicity had included the distribution of flyers which a number of people had taken and responses were awaited. A letter would go on the parish Facebook page, website and bulletin. Contacts would be made with Our Lady's and St Joseph's churches.

Suggestions for this group included a regular youth led mass, possibly on a Sunday evening and a family mass at half term. A pizza and discussion meeting was planned for late January. Liaison with a number of local groups had been undertaken, including a similar group run at St Aelred's who had offered resources and guidance. Young people would have input into the proposed plans. The following comments were made at the meeting:

- Claire Young said that responses were needed by 1 January 2016 and that it was important to plan carefully
- Amanda Sturdy pointed out that, whilst she and Claire were willing to take the planning forward, a team of people was needed to help with necessary tasks. For example, safeguarding regulations had to be put in place.
- It was suggested that core people interested in the project should be identified so that they could become involved. This was a primary consideration before looking at later requirements such as a venue.

- Claire Young reported that the Head of Religious Studies would head the initiative at All Saints.
- Marek Lichtarowicz had constructed an entry to go on the Parish Facebook.

Toddler group/younger family involvement

Ideas were being explored to find ways of making families with young children and toddlers feel more welcome at church. One idea had been to develop a 'toddler group'. In the past, a similar group had met twice weekly and had provided mutual support to parents and carers.

Kevin Melody advised that the drive behind the initiative should be evangelistic. The purpose of providing facilities the group would be to give parents and carers the opportunity to come to Mass without feeling excluded or disapproved of when their children made a noise. It was possible that other kinds of support may develop over time, but the present project should concentrate on pastoral rather than social need.

It was suggested that the Wednesday morning Mass might be a suitable day for the group to meet, possibly followed by tea and coffee. The proposals would need to be publicized.

The Chair congratulated all those who had undertaken the work so far on both initiatives.

Agreed

1. That, following responses, a further update on progress on the project for young people be brought to the Parish Pastoral Council.
2. That Kevin Melody suggest a date for an initial meeting for the children and toddlers group and that Angela Clarke check room availability.
3. That proposals for a Mass for families with young children and toddlers be advertised in the school and church bulletins when plans have been completed.

8. Report from the Parish Evangelization Team

Gareth Morgan provided a written and verbal update on the work of the Parish Evangelization Team. He provided a context for the work of the team that had started under Father Pat Smith at Our Lady's Church. The conferences of 2011: 'Fanning the Flames', and 2015: 'Proclaim' had provided a national framework for this work.

The group had met on 13 October 2015 to discuss ways of taking forward evangelization in the parish. The minutes of the meeting had been circulated to members of the Parish Pastoral Council. Gareth Morgan reported that no major initiatives had been undertaken to date, but it was hoped to take ideas on evangelization forward including some of those highlighted by Pope Francis. He hoped to come back to a meeting in the New Year with some firmer initiatives. In particular, he referred to Point 9 of the report: 'Where next for evangelization at Our Lady's?' and invited people to get in touch. He pointed out that evangelization covered many areas, including the RCIA programme.

Practical thoughts and ideas were requested, and anyone was welcome to join the team. A diocesan evangelization fund provided a small financial support to implement ideas.

The Chair said that evangelization was of primary importance. Kevin Melody thanked Gareth and the evangelization team and said that the Pastoral Parish Council would support them.

Agreed:

1. That the support of the Parish Pastoral Council of the Parish Evangelization Team be noted.
2. That a report come to an appropriate Pastoral Parish Council meeting when there were firm proposals to discuss.

9. Access Audit

Rosemary Phizackerley set out a proposal to undertake an access audit of Our Lady's Church. A later audit could be taken of St Joseph's Green Hammerton if this were wanted.

The audit would assess the accessibility of the church (and church hall) for disabled people by consulting them about their requirements. The audit would set out what was already in place and what could be done to improve access. Existing facilities could be identified and publicized. Improvements which could be undertaken at no cost or affordable cost would be identified.

The audit could then be converted into an Action Plan. It would take about 4 months to complete. No costs would be incurred in undertaking the audit.

Kevin Melody asked that the audit include the idea of having a church that had more open times. This could benefit people under stress as well as people generally who wanted to find a quiet space in the church other than during the Mass

Agreed:

1. That the Access Audit be undertaken.
2. That the Access Audit be brought to a future meeting of the Parish Pastoral Council when completed.

10. Report from Marek Lichtarowicz

Marek Lichtarowicz asked the Council to consider a number of issues concerned with information and formation.

Firstly, he proposed that photographs be taken of members of the Parish Pastoral Council and posted on the parish website so that parishioners of Our Lady's and St Joseph's would know who to contact.

Secondly, he considered the idea of formation, and emphasized the key role the parish played in supporting individuals at any given life stage. For example, the parish community had a role to play in recognizing and meeting needs such as welcoming children and toddlers as well as providing quiet spaces for those who

sought them. The report emphasized the importance of bringing people and activities together rather than leaving them feeling isolated.

Kevin Melody raised the question as to what could be offered to Catholics who did not come to Mass, yet who retained faith. He noted that formation fitted into evangelization. The evangelistic enterprise had to adopt different approaches for different people, such as teenagers or other groups and individuals who came to church infrequently. Members of the parish needed to be aware of people with different needs. Some had left the Church because of the fear of being judged. The welcome offered to anyone entering the church building, during the Mass and at coffee was particularly important.

Because notice boards and displays in church by youth groups and schools had been a means of welcome in the past, it was suggested that this could be a useful way of doing so in future. Possibly the outside notice board could be refreshed. It was emphasised that the parish should be welcoming to everyone.

Agreed:

1. That a photograph of members of the Parish Pastoral Council be posted on the parish website.
2. That Kevin Melody talk to schools about displays to welcome people to church.
3. That Kevin Melody ask for more welcomers for the Sunday evening Mass.

11. Parish Directory

On behalf of David Copeland, Rosemary Phizackerley asked if a new paper copy of the Parish Directory should be compiled as the last one was out of date. It was noted that the information contained in the printed directory was now available electronically on the parish website and could be easily updated. However, it was suggested that a new paper copy of the directory would be useful. It would provide information for people who did not have access to the website. It could also provide contacts for parish information by people who were willing to be named in print but not on a website. The Council was informed that the cost of the last production of the printed Parish Directory had been £250.

Agreed:

That David Copeland produce an updated printed version of the Parish Directory at a cost not exceeding £250.

12. Any other business

1. It was recorded that Kevin Melody received £225 of coffee money from David Copeland via John Kesterton. It was reported that David wished to step down from this work and that a replacement would be needed. A vote of thanks for David's work was recorded.
2. Gareth Morgan pointed out the advantages of the generic email address he had set up for the Parish Pastoral Council and asked that he be kept

informed of any change of email addresses of individuals or change of role, so that he could amend the generic address accordingly.

3. Kevin Melody asked that the PPC be referred to as the Parish Pastoral Council. He stated that the final amended minutes would be published on the parish website. Printed minutes would be available on the parish church notice boards.
4. Kevin Melody reminded members of the Parish Pastoral Council, that the parish consisted of 2 Mass sites: Our Lady's York and St Joseph's Green Hammerton, and that this should be borne in mind when the Parish Pastoral Council conducted its business.

13. The closing blessing was given by Kevin Melody.

The meeting ended at 9 pm.