

# Our Lady of the Annunciation, Addiscombe

## Parish Pastoral Council (PPC)

Thursday 21st November 2024 at 8.00 pm in the PRC

### MINUTES

#### 1. Opening Prayer: (Fr Keith)

2. **Apologies:** Nike Arowobusoye, Jennifer Da Silva, Terry Braim, Jenny Mitchener, Mary Ann McGuigan,

**Present:** Fr Keith, Peter McGuigan, Marie Tross, Fr Tomasz

#### 3. Reports and updates:

**Safeguarding:** Joanna Murphy arranged further Diocesan support, presented the second training session, and dealt with registration forms from those attending - meaning that over 200 volunteers have now been processed.

*Fr Keith agreed that the safeguarding committee should be re-formed and a meeting convened as soon as possible. Once re-established the committee will be able to restart the 'new recruits' process and ensure ongoing monitoring of safeguarding issues.*

**Plant works:** Works required for the hall roof, church ceiling and chapel windows are all still at the design and planning stage. *To move these forward, professional assessment and engineer's reports need to be produced.*

*Fr Keith is arranging for an engineer from the Diocese to assess the structure and state of repair of the small hall roof.*

*Tim Rozario has specified and got quotes for the work required on the hall alarm system. He will shortly replace the capping stone on the church roof, replace the flood lights and ensure the tree is suitably lit for the festive season.*

*As the tree is now dead, it will be removed shortly after Christmas.*

*Fire doors need to be fitted in the 'kitchen area' by the sacristy, and safety film needs to be fitted to glass doors in the hall and church.*

*Consideration is also being given to work needed for the church porch, church heating, presbytery roof, and church lighting.*

**Parish Anniversary projects:** The project to produce an altar frontal has started recruiting, practising the required skills and gathering ideas for designs.

The grotto project group has secured sponsorship, and design ideas are being finalised.

Possible products and prices are being researched.

**December 8<sup>th</sup>:** To mark 60yrs of use of the church, an informal get-together for an hour or so with shared finger food and bar has been advertised for that day after the 11.30 Mass (see newsletter). *The commemorative scroll will be displayed as part of these celebrations, and the photographs collected for the calendar will be projected.*

4. **Commemorative Calendar & Scroll:** Marie reported that calendar sales are progressing steadily, and after expenses have already raised over £5k. Copies of the calendar have been sent to many church representatives, and favourable responses have been received from Cardinal Vincent Nichols, the Papal Nuncio and our own Archbishop. The sample sent to the Pope is still in transit.

Information about our anniversaries and the calendar have been sent to local schools, adjacent parishes and to any other parishes to which former parishioners have moved.

Marie is also planning to contact local media and local residents' associations.

The local Historical Society will be sent a copy of the calendar and a brief history so that it can be included in their archives.

#### 5. Mass books, sound, projection etc:

Fr Keith has decided to purchase a small number (100?) of the first of the new Mass books while he considers the longer term plan.

He also said that the costs and practicalities of projection or use of electronic screens will be investigated in more detail, and that ongoing issues with sound distribution and microphone sensitivity will also be investigated more thoroughly, with professional input if required.

#### **6. Meetings and training planned by Fr Keith:**

Readers will be briefed about the new lectionary and given further training/practice in the effective use of the sound system.

EMEs will be briefed on recent changes to procedures.

At both of these meetings, Fire Safety procedures will be included as these groups form the basis of our fire marshals.

Shortly after this, Fr Keith will schedule fire evacuation drills.

Basic safeguarding information and training for parishioners will be investigated – perhaps using the existing online resources from the Diocese.

#### **7. Discussion Groups:** The advent groups advertised by Andy Bebington will not proceed due to lack of participants. This will be revisited in time for Lent, perhaps based in a hall or the PRC, using Diocese resources and with clergy support.

#### **8. AOB:**

Fr Tomasz suggested that we might refer to the celebratory year ahead more formally as our 'Anniversary Year' on notices etc..

On 2<sup>nd</sup> October the Archbishop will attend the church service for the 50<sup>th</sup> anniversary of the consecration of the church, and this could be followed by a shared meal in the hall, with photos and the scroll displayed.

11<sup>th</sup> October (Saturday) sees the 100<sup>th</sup> anniversary of the parish, and could be marked by an 'open to all' event in the hall with a bar.

Maybe we could have a parish based retreat/mission to finish the Anniversary Year e.g.: 1<sup>st</sup> week of December.

Marie Tross suggested a social committee could arrange more events for our Anniversary Year, and that she had volunteers 'ready to go'. She suggested we might set dates for a Family Disco (maybe in the Summer), an International Day (liaising with Sylvie), and a dinner dance to round off the Anniversary Year (perhaps 6<sup>th</sup> Dec). Suggestions for other possible events would be welcome.

It was noted that 12<sup>th</sup> September marks 55 years since Sr. Sheila's Final Profession, which we should also mark in some way.

#### **9. Date of next meeting:** 16<sup>th</sup> January 2025

#### **10. Closing Prayer: (Fr Keith)**