

# Our Lady of the Annunciation, Addiscombe

## Parish Pastoral Council (PPC)

Thursday 16<sup>th</sup> January 2025 at 8.00 pm in the PRC

### MINUTES

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

#### 2. Apologies: Jennifer Da Silva, Terry Braim, Fr Tomasz

**Present:** Fr Keith, Peter McGuigan, Marie Tross, Jenny Mitchener,  
Mary Ann McGuigan, Nike Arowobusoye

#### 3. Reports and updates:

**Safeguarding:** Safeguarding processes are continuing steadily under the leadership of Joanna Murphy. **However**, Fr Keith has yet to convene a committee meeting. Once re-established the committee will be able to restart the 'new recruits' process and ensure safeguarding is adequately supervised. Fr Keith will contact former members and arrange a meeting **asap**.

**Plant works:** Repairs are being arranged for several presbytery roof tiles and for a bathroom leak which has damaged flooring (Tim & Paddy).

The fire door required for the kitchen area by the sacristy has been fitted.

Gary Lally has had the hall roof inspected and will report on alternative repair methods and then arrange for a specification to be put out for tender. A grant may be possible for some of the cost of these roof repairs.

**Tree at the front:** As intended, the tree was well lit for one last time over Christmas. The lights and the tree will be removed shortly.

**Altar Frontal & Grotto Anniversary projects:** The project to produce an altar frontal is progressing well, moving from the design stage onto production.

The grotto project group has secured considerable financial support and is still fundraising. Design ideas are being finalised. Possible components and prices are still being researched to ensure it is robust and weather resistant.

*\*\*It was noted that in fund raising for the grotto, a gift aid form had been circulated for which the administration needs to be established.*

**December 8<sup>th</sup>:** To mark 60yrs of use of the church, an informal get-together was held after the 11.30 Mass with photographs collected last year being displayed.

#### 4. Anniversary Year: Commemorative Calendar, Scroll & other events etc

- As previously reported, Marie sent copies of the commemorative calendar to church representatives and others. Added to the letters already reported, we have received a response from the Papal Office! Fr Keith will scan this and others to upload as additional newsletter pages, and display copies in the porch.
- Marie reported that profit from calendar sales has reached about £6k with accurate totals being recorded by the office. As we are now in January, there are likely to be few further sales.
- The scroll will continue to be laid out for special occasions. It is hoped that the second copy will be suspended on display – probably in the lady chapel.
- This year also marks Monsignor Joe's Golden Jubilee (14<sup>th</sup> June). It is intended to have a shared meal and celebration after 11.30 Mass on Trinity Sunday (15<sup>th</sup>)

- 8<sup>th</sup> November has been booked for the proposed dinner/dance with 100 tickets. (Fr Keith will confirm the date of the confirmations **asap**). Deposits for caterers, band etc. will be covered initially by the calendar takings. This will be treated as a fund raiser, which should include a raffle etc.
- 2<sup>nd</sup> October (Thurs) – The Archbishop will join us for Mass to celebrate 50 years since the church was consecrated. This will be followed by a celebration in the hall with bar, shared finger food (with suitable centre piece) and photo display. Marie suggested that the UCM may be able to provide teas and coffees. Paul Moynihan has produced a list of those ordained here and all other former clergy, and Fr Keith will arrange for invitations to be sent to them **asap**.
- 11<sup>th</sup> October (Sat) – Shared family event to celebrate 100 years since the first parish Mass in the old church. This will probably be a family disco in the afternoon with shared finger food. (details to be confirmed).
- Fr Keith will approach Fr Gerard to discuss how the year will be finalised. Perhaps a themed retreat / spiritual day on 8<sup>th</sup> Dec?
- Becket primary school are going to produce a celebratory mosaic for the front of the church. Design, funding and support all seem to be progressing well.
- Paul Moynihan plans to visit in March to help catalogue historical artefacts and photos that have been uncovered. (It may be possible to replicate the first Mass)
- There are many parishioners who have experienced the events being commemorated. We need to explore ways of including these memories.
- Suggestions were also made for:
  - a Summer family picnic to enhance the community feel of the parish
  - a different format for the AGM as more of a community celebration
 These will both need further discussion.

Although details of planned events and funding are being recorded in our minutes, it was agreed that occasionally parishioners should be updated in church and in the newsletter with these details.

There are a number of well-established annual events in our parish, and we need to ensure that the anniversary events do not interfere with their organisation. Liaison with Pat Winston, Sylvie Wachuku-King etc is essential.

## **5. Mass books & book cases**

- 100 books were purchased, along with cards containing the order of the Mass. Fr Keith re-iterated that the spiritual readings were meant to be *heard*. There have been few comments about the lack of books. Ongoing monitoring needed
- It was noted that the bookcases are looking untidy. Fr Keith will approach Paddy about a 'spruce up' one by one.
- Efforts are ongoing to reduce the out-of-date material and bulk pamphlets etc. accumulated in the porch. All items displayed should be stamped.

## **6. Sound, projection etc:**

- Adjustments to the sound system are continuing. Tone and volume adjustments have made some improvements to what is heard in the church.

- A possible means of improving sound quality when streaming has been identified and will be explored, along with a possible camera option.
- Projecting Mass text has problems with viewing angles and also distance to the rear gallery. Consideration also needs to be given to the volunteers needed for weekly preparation and operation. This may not be practical at the moment.

#### **7. Meetings planned by Fr Keith:**

Fr Keith will negotiate date(s) with Roy Collier for basic fire training, information & guidance for the parish. As before, Readers and EMEs will be 'targeted' as fire marshals. Other updates/training may be included as appropriate.

#### **8. Church Porch redesign**

The main doors at the front are showing their age. Fr Keith has suggested that installing a glass frontage to the covered area would only be marginally more expensive than replacing the doors, and would enhance the appearance considerably. Fr Keith will get firmer estimates of the cost. It was noted that other urgent repairs will take priority, but also that the existing doors are deteriorating.

#### **9. AOB**

Fr Keith sadly reported the recent death of Brendan Curtis. Several parishioners had befriended Brendan and offered support, which was mostly politely declined. Fr Keith reported that Brendan had been anointed and was well attended. He will probably have a simple funeral Mass in the parish, hopefully with his brother and daughter in attendance.

Fr Keith reported that the weekly money counting team would benefit from having more support as they are few in number and may also be looking to retire soon.

Most areas that require parishioner support are in need of 'new blood', and should have more regard for 'succession planning'.

We should certainly make more use of the professional skills of many of our parishioners both as potential contractors while still working, and also as supporters when they retire.

All members of the PPC were challenged to think of strategies which might encourage parishioners to participate more in the essential roles that keep the parish functioning smoothly.

#### **10. Date of next meeting: 6<sup>th</sup> March**

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