

Our Lady of the Annunciation, Addiscombe

Parish Pastoral Council (PPC)

Thursday 23rd July 2026 at 8.00 pm

MINUTES

1. Opening Prayer: (Fr Keith)

2. Apologies: Anne-Catherine Fayaud, Marie Tross, Fr Cajetan

Present: Fr Keith, Terry Braim, Mary Ann McGuigan, Jenny Mitchener, Nike Arowobusoye, Peter McGuigan

3. Reports and updates:

- **The Grotto** is now in use and comments received indicate that it has been very well received. There are some additional features still being worked on, but the main structure is now complete.
- **Anniversary Year Photos etc**, amassed by PM have been saved into an archive folder on the parish computer network.
- **Christmas Card** will be designed and printed ready for the Autumn Fayre (27/9)
- **Tote bags:** The remaining bags will be made available at a discount at the Autumn Fayre, particularly on stalls where items may need to be carried away - food stalls, bottle stall etc..

4. Plant & Site works:

- Church ceiling – Quotes have been obtained and assessed. Tim is pressing ahead with some of this work, but final approval from the diocese is still awaited.
- Concrete repairs – Input from the diocese is still awaited.
- Security & Fencing – possible grants for this are being sought by the diocese and possibly the social club.
- Tree – this will be removed. Once this has been done, something appropriate will be installed in that area.

5. Card Readers & Gift Aid - This all seems to be working correctly. It has produced some extra gift aid donations. Cash collections seem to be unaffected.

6. Walsingham Trip: This went ahead as planned on 24th June despite the extreme heat. Fr K took a minibus of parishioners to visit the shrines. This uplifting, spiritual visit included taking the waters. It was a long day, but deemed really worthwhile.

7. Recruitment: Readers, EMEs, Welcomers, Counters: Fr K reported that he has further possibles for EMEs and Readers.

8. Support for Clergy – Some practical support for Fr C has included some evening meals being prepared, and the area in front of his accommodation has been tidied. Further supporters and tasks will be identified.

9. Adoration Room, Additional services (ACF & Fr K) – Although final approval has not yet been received, Fr K has had some encouraging feedback for this to be in the committee room. Security was discussed, with more external CCTV and possible key collection considered. The tabernacle itself is secure. ACF is in discussion with Fr K about Advent adoration, penitential service, and family arrangements. Fr K will follow-up on this.

10. Parish Picnic & Review – Overall about 70-80 people were involved on the day with 6 or 7 families bringing picnics. On the positive side, this was more than used to attend the old AGM meeting, and the number of picnickers was slightly up on last year. It was unfortunate that so few groups were represented on the day, but it was encouraging that almost all submitted reports for display. As previously, those groups that did attend reported finding new interest and recruits. The lack of promotion at the 10.00 Mass meant that only one family came in for that coffee morning. The separation between those in the hall and those in the gardens meant it felt quite empty.

The two aspects of the event are both worth developing, but they don't really seem to fit together. Next year we plan to separate them:

1. A review coffee morning with the group reports and parish accounts on display for coffee mornings after each of the Sunday Masses. Again, we would encourage all parish groups to attend and promote their operations. This would take place on a Sunday in the period after the accounts have been finalised.
2. A family picnic afternoon, possibly with games etc. on the back lawn with the emphasis solely on parish families having a pleasant afternoon. This would probably be planned for a Sunday in June or July.

11. New parishioners event – It was decided that we might have a special coffee morning particularly inviting new parishioners (maybe linked to a Mass). At this they would have the opportunity to find out about the parish and its activities. We would encourage group members to be on hand to provide information.

12. Parish Committees – It was suggested that we **explore the possibility** of having a parish building and maintenance committee. We have many experienced and talented parishioners with skills relating to building and maintenance. Many of these are already carrying out important tasks in the background. They have practical expertise not only in everyday tasks that are needed, but also in specifying larger jobs, getting quotes, and chasing approval. How often they would meet and how formal it would be is open to them.

With such a committee in place the PPC could confine their building and maintenance discussions to just which one(s) we should prioritise and feed that to this new committee. The finance committee would be able to concentrate just on the finances. Given a financial requirement from this new committee they would just need to concentrate on the finances - 'can we actually afford it?' and 'where will the money come from?'

13. Online representation: Fr K will liaise with Joanna Murphy to ensure all necessary safeguarding procedures have been fulfilled in relation to those providing online representation for our parish (e.g. website, facebook etc.)

14. Music at 6pm Mass – A suggestion was received asking if there might be a hymn at the beginning and end of this Mass. Fr K decided that he would like to keep this as a low Mass.

15. Youth Involvement: More suggestions were discussed, and Fr K will liaise with the youth club committee for further ideas.

16. AOB none

17. Date of next meeting: 10th September

18. Closing Prayer: (Fr Keith)