

# Our Lady of the Annunciation, Addiscombe

## Parish Pastoral Council (PPC)

Thursday 23rd November 2023 at 8.00 pm in the Parish Resource Centre

### MINUTES

1. Opening Prayer: (Fr Keith)
2. Present: Fr. Keith, Marie Tross, Mary Ann McGuigan, Peter McGuigan,  
Nike Arowobusoye, Jennifer Da Silva, Jenny Mitchener, Terry Braim  
Apologies: Paul Donovan, Fr. Tomasz

### 3. Reports and updates (*meeting updates in italics*):

**Safeguarding:** Sufficient parishioners have come forward to reform the committee. *Joanne Murphy* has volunteered to liaise with the diocese to get their support in moving DBS processing forward. Once processes are started, paperwork for EMEs, SVP etc. should be processed quite quickly. *The diocese will need to clarify the skills/knowledge required to be the parish lead for this area. It was suggested that more direct approaches should be made to parishioners who appear to be capable of fulfilling this role.*

**Plant works:** Dealing with the hall roof has now become more urgent than the replacement of the church ceiling. Water has been dripping into the main hall area. The roof has been inspected by a contractor and is assessed as needing replacement rather than repair. Competitive quotes will be pursued. (First estimate c. £32k, or about double for more durable solution). A grant will be applied for after the end of November (when funding levels are being increased).

The church ceiling still appears to be quite stable and so less urgent, but information on alternative designs and estimates will still be sought.

Progress on the alternative design and quotes for the fire escape ramp has been slow so no decision has yet been made.

The boiler installations have been completed. (total cost about £9,000)

Provision of coat hooks in the Hall kitchen is being considered.

The bathroom in the Presbytery is showing signs of damp.

**Hall Committee:** Fr Keith is still discussing this with Michael Hennessy, Ben Cahill and Pat Winston. At the moment there is little scope for ad hoc bookings, so these are currently dealt with efficiently via the office. *Regular bookings are generating a reasonable level of income.* At the moment, it seems likely that any committee relating to the hall will need to prioritise maintenance and odd jobs.

**Music Groups:** Fr Keith is liaising with these groups and has clarified the need for approved music as well as addressing allocation of services.

**PPC presentation for Autumn Fayre:** An information board was prepared and displayed during the fayre. Included on this board was information about the PPC (including photographs of members that had been made available) and appeals for volunteers for our various parish groups.

**Adult Catechesis:** Fr Tomasz has established weekly talks on Wednesdays - in the mornings and repeated in the evenings. The first four on the biblical roots of the Eucharist were particularly appropriate for EMEs, and subsequent sessions have moved on to the Church's teaching in other topical and challenging areas.

*Fr Tomasz is also planning to establish a prayer group probably on Sundays.*

**Appreciation of the work of Arthur Hughes:** Fr. Keith composed and delivered a letter to Arthur expressing appreciation and thanks for his work, patience and perseverance, especially towards establishing the PPC.

**Black History Month:** Dr Nike organised a well attended themed coffee morning with a variety of enthusiastic speakers about inspiring black leaders, and in the process also raised money for Sickle Cell charities. (Reported in the newsletter)

**SVP interactions:** Dr Nike is liaising with our SVP group to develop their approach to interaction with ethnic groups. This is still at an early stage.

**Card payments:** Details of the costs and commitments involved in taking card payments are currently being investigated by the finance committee. Information is being gathered from current users of these systems and from the diocese.

#### **4. External Defibrillator:**

The Parish has two defibrillators, one in the church and the other in the hall. Currently, these are available for use only when these areas are open. To provide 24 hr availability, it was agreed that one of these will be mounted in an external locked weather-proof box with access via the emergency exchange. Fr Keith will liaise with Tim Rosario to arrange this installation. Total cost for the box, installation and the associated electrical work is likely to be about £1,000.

#### **5. Use of Technology in Liturgy**

Dr Nike is continuing to gather information about what is available and about the experience of others with their provision and practical use.

She plans to liaise with relevant parishioners to gather information and suggestions - possibly through interviews or a survey.

Further discussion was centred around our sound system. Fr Keith will liaise with Tim Rosario to assess possible further adjustments and/or replacements, with particular reference to the speakers and microphones (including the radio microphones).

#### **6. Group information updates**

Marie has contacted many of the group representatives to get them to check that the details on the website are accurate. She has encouraged them to contact the office with any updates and to add information about recent events, meetings etc..

This is obviously something we will need to follow up on regularly, and also to encourage other groups which are not currently represented to do the same.

We have also recently been informed that the JPIC group has disbanded. This will have a serious affect on JPIC activities which include ethical issues, church recycling and Fair Trade provision. Fr Keith will approach them for an update, and we will need to investigate what can be done to support this group.

## **7. Boosting church attendance and publicity**

The recent attendance count showed Sunday congregations are down to around 800 in total. We considered what might be done to encourage more to return to 'in person' attendance, and perhaps encourage newcomers.

It was noted that attendance at the Fayre was very good, probably because it was well publicised - including leaflets distributed in the local area (many delivered by the Guides). It was suggested that leaflets be produced in the lead-up to Christmas, with information about services and other events such as Everyone's Nativity, Memorial service, Reconciliation etc. as is often done, but arrange distribution in the local area.

It was also suggested that parishioners should be encouraged to make direct approaches to friends and neighbours that they know are no longer attending to remind them of the vibrant community we have and "rediscover the preciousness of what we do" (Fr Keith). Some information is already made available on Facebook. We need to ensure this is as comprehensive as possible and look into using other forms of social media.

Marie has confirmed that her local neighbourhood magazine (SPAN) contains details of Christmas related services and events in local churches - including ours.

## **8. Fr Tomasz**

It was noted that Fr Tomasz arrived at a time when it was not possible to ease him in gently - with a full set of commitments from the start. Not only has he fulfilled these, but he has also managed to instigate a regular programme of Adult Catechesis talks.

First impressions show Fr Tomasz to be one who encourages spirituality, and that sacraments be celebrated 'by the book'. He has a strong pastoral approach and has talents in music, literature and the arts.

As we move forward, mutually respectful interpersonal communication will continue to be very important, particularly when arranging services/meetings etc., and we should try to treat this as a time of renewal and growth.

## **9. A.O.B.**

Dr Nike expressed thanks to Rachel for designing a useful Sunday coffee morning fund collection form.

Dr Nike also reported that she had contacted Sylvia Wachuku-King and expressed our support for all the valuable work that she does including the Cultural Diversity Group. She encouraged Sylvia to continue to submit updates on planned and past events for publication in the newsletter, website etc.

**10. Date of next meeting** was set as 18th January 2024

**11. Fr Keith closed the meeting with a prayer.**