

**St Aidan's Parish Pastoral Council**  
Minutes of meeting held on Sunday 2<sup>nd</sup> July 2017

**Present:** Jane Rogers (Chair), Liz Clark, Craig Hewitt, Pat Boyle, Jim Cardy, Jane Keating, Vicky Heyes, Sheila Cruikshank, Andrew Kay and Roy Mason

1. **Prayers** led by Andrew Kay
2. **Apologies:** Canon MacNally, Julia Dixon, Andy Connellan, Charlie Heyes and Joan Stevenson
3. **Adoption of agenda** –Parishioners had asked for two items to be discussed and there were three AOBs.
4. **Minutes of last meeting** - 4<sup>th</sup> June 2017  
Jane K proposed, Vicky seconded and all were in agreement that the minutes be signed by Jane R as a true record.

5. <b>MATTERS ARISING</b> (not elsewhere):	<b>ACTION</b>
5.1 <b>Parish Booklet:</b> A list of St Aidan's groups was collated so that we can check when each information sheet is returned and chase up as required. The list is included at the end of the minutes – please let Liz or Roy know if any group has been missed. The information form will be mentioned and handed out by Liz next Sunday 9 <sup>th</sup> July. All PPC members have a copy of the form so they could also hand them out.	Liz
5.2 <b>Car park:</b> School staff has been informed.	-
5.3 St Jude's Mass times are now back on the bulletin.	-

6. <b>Review of Lindisfarne Pilgrimage:</b> Vicky said it was 'amazing!' Special thanks to Sally for making the trip possible and for overcoming a few problems regarding disabled access at the hotel. All agreed that the parish should send her flowers.	Jane R
7. <b>Liturgy: Funerals</b> Jim repeated his request for assistance from parishioners to help set up and to join in responses during the service.	-
8. <b>Wigan Pastoral Area changes:</b> 8.1 <b>Support for Canon MacNally:</b> All recognised the increased workload on Fr Pat but felt that at the moment there was enough support in place. 8.2 <b>Update:</b> In a change to previous information it is now apparent that St Aidan's will be responsible for funding the building changes to the presbytery to make it suitable for retired priests. All felt that it would therefore be appropriate for parish representatives to join discussions on building changes so that other works such as toilet changes and the suspended ceiling could be joined into the project to hopefully save money. We need to make enquiries as to the best contact to assist us with this. <b>Parish Consultation Form:</b> all agreed that this was an important form and Jane R agreed to remind parishioners of this next Sunday, 9 <sup>th</sup> July. It was also felt that we should collate our own list of numbers of those supporting St Aidan's. The question 'Which Church within the Deanery would you consider closing?' was considered unfair for parishioners as we are not aware of all the factors involved.	-  Roy  Jane R
9. <b>Church building issues:</b> 9.1 <b>What is the best use of the porch:</b> we need to maximise the use of space and make it possible to open all doors. Jane R showed us some strong but lighter-weight folding tables as a suggestion for replacing the heavy tables used for Fairtrade. Liz said that, with Clare Callaghan's assistance, she would draw a plan of possible improvements to maximise the space and check that any new furniture fits the space available. 9.2 <b>Any other building issues:</b> See 8b above. Thank you to Craig to fitting a new noticeboard for The Youth Effect.	Liz  -
10. <b>Parish Finances:</b> Monica had kindly provided a copy of the most recent accounts submitted to the Archdiocese. The accounts appear to be healthy but further advice is needed on: What amount is delegated to the Parish Priest for spending? What projects are the funds planned for? How might the funds be best used? Again, it is unclear as to who might give advice on this and the views of our new Parish Priest will be essential.	-

<p><b>11. The Youth Effect:</b> A noticeboard has been fitted. Andrew reported that all members had been successful in their Faith in Action Award. All Y6 members gained their 'pin' and three bronze, two silver and one gold award have been achieved. It was agreed that the parish should support transport arrangements for the presentation in Leyland on 21<sup>st</sup> September. It was also agreed that their achievements should be announced in church and their awards could also be re-presented in church.</p> <p>A bowling trip is being organised. Parents have given permission and are providing transport. A risk assessment will be completed.</p>	Andrew
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12. ITEMS REQUESTED BY PARISHIONERS	ACTION
<p>12.1 <b>Quiet in Church:</b> The topic of noise levels was again discussed and all agreed that, although, at times, the congregation is too noisy, we want to remain friendly, welcoming and inclusive. It is hard to strike the right balance and we are reliant on the priest to set the tone. It was agreed that the following text will be added to the newsletter: 'Please be thoughtful of those around you – Before the service we talk to God – During the service God talks to us – After the service we talk to each other'.</p>	-
<p>12.2 <b>Facebook:</b> It was agreed that a parish Facebook page would be useful in providing information and good news about St Aidan's. It could also be linked to our website. Vicky agreed to do this and Jane R, Liz and Andrew said they would assist with the administration.</p>	Vicky

13. Any Other Business:	ACTION
<p>13.1 It was agreed that, as well as being displayed on the noticeboard, PPC minutes should be posted on the website. Roy said he would email them to Joan.</p>	Roy Joan
<p>13.2 The photocopier is a very basic model and, for example, it takes too long to warm up if papers need to be copied quickly. Pat said she would ask Monica if the machine is owned by church and what contract arrangements are in place.</p>	Pat
<p>13.3 Congratulations and thank you to the – 'Sunday Coffee People'. So far in 2017 they have raised £500 which has been donated to CAFOD (£200), Wigan &amp; Leigh Hospice (£200) and Laughter Africa (£100). Special thanks to Liz and all the team for their splendid service.</p>	-

**14. Date of next Meeting: PPC Sunday 3<sup>rd</sup> September 2017 @ 7.30pm Prayers to be led by: Pat**

Provisional agenda for Sunday 3<sup>rd</sup> September 2017 @ 7.30pm:

1. Opening Prayer: Pat please
2. Apologies:
3. Adoption of agenda – missing items, items raised by Parishioners or items for AOB
4. Minutes of last meeting – 2<sup>nd</sup> July 2017
5. Matters arising – review of actions
6. Liturgy
7. Wigan Pastoral Area changes - update
8. Church upkeep
9. Youth Effect
10. Items requested by Parishioners:
11. AOB
12. Confirmation of agreed actions
13. Date of next meeting, diary dates and volunteer for prayer

**Dates for the diary:**

PPC meetings Sundays at 7.30pm: 3<sup>rd</sup> September

## Groups to be included in our Parish Booklet

Name of Group	Main contact	form given	form returned	
Clergy				
New Life Music				
Eucharistic Ministers				
Readers				
Altar Servers				
Children's Liturgy				
Parish Pastoral Council				
Sacramental Prep'				
Baptism				
Weddings				
Funerals				
Safeguarding				
Fair Trade				
Cafod				
Sunday Coffee				
Counters				
Cleaners				
Flower Arrangers				
St Aidan's School				
Social Centre				
Bowling				
The Youth Effect				
Friday Toddlers				
Thursday Toddlers				
UCM				
Luncheon Club				
Brownies				
Guides				
Beavers				
Cubs				
Scouts				
Bowling				
Website				
Facebook				