**St Joseph’s Pastoral Council Minutes**

**28th May 2019**

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| **Date of meeting** | **31/10/17** | **09/01/18** | **26/04/18** | **21/06/18** | **06/09/18** | **04/12/18** | **26/02/19** | **28/05/19** |
| **Fr Stephen Baillie** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Fr Jonathan Whitworth** | **P** | **P** | **A** | **A** | **A** | **A** | **P** |  |
| **Bridie LaCombre** | **P** | **A** | **P** | **P** |  | **P** | **P** | **A** |
| **Alison Macdonald** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **A** |
| **Pat Hassett** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Angela Gow** | **P** | **A** | **P** | **P** | **A** | **P** | **A** | **P** |
| **Emma Merriman** | **P** | **A** | **P** | **P** | **A** |  | **P** | **A** |
| **Maureen Cumming** | **A** | **P** | **P** |  | **P** | **Resigned** |  |  |
| **Jonathon Cumming- circulation only** | **A** | **A** | **A** |  | **A** |  |  |  |
| **Dominic Cochran** | **P** | **A** | **A** | **P** |  | **A** | **A** |  |
| **John Sweeney** | **P** | **P** | **P** | **P** | **A** | **P** | **P** | **P** |
| **Frances Brown** | **A** | **A** | **P** | **P** | **A** | **P** | **P** | **P** |
| **Chris McErlane** |  |  |  |  | **A** |  |  |  |
| **Clare- Jane McErlane** |  |  |  |  | **A** |  |  |  |
| **Eleanor Maxwell** |  |  |  |  | **P** | **P** | **P** | **A** |
| **Peter McMillan** |  |  |  |  | **P** | **P** | **P** | **P** |
| **Leila Pereira** |  |  |  |  |  |  |  |  |

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|  | **Decade of the rosary and prayer for priests** |  |
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|  | **Attendance and apologies** | **Actions** |
|  | See front page. |  |
|  | **Minutes of the last meeting** | **Actions** |
|  | Proposed: Pat Hassett  Seconded: John Sweeney |  |
|  | **Matters arising - Parish groups update; welcome parish; welcome cards** | **Actions** |
|  | **Welcome parish – Update to details of church and voluntary groups**  A small sub-group has been reviewing the content of the Welcome Pack, much of which is out-of-date. All contact details and information on existing groups has now been updated. The group are due to meet again on 12th June to plan updating the content in the Welcome Pack.  The PC discussed the importance of a warm welcome for all those attending church and the crucial contribution of pass-keepers and children welcoming parishioners. The PC agreed a passkeeper co-ordinator would be helpful and Peter volunteered for this. It was agreed to hold a wider discussion about the concept of a Welcoming Parish at the next meeting.  **Action: c/f discussion of Welcoming Parish including Welcome pack to next meeting**  **Fr Jonathon’s departure**  A Mass and tea was held in April. Pat thanked Angela for her organisation of the Mass and celebration afterwards.  **Extraordinary Ministers of the Eucharist**  Fr Stephen has organised with weekday Extraordinary Ministers to prove a Eucharistic Service for weekdays when no priest is available. Jean Wardrop has taken over from organising weekday Extraordinary Ministers from Helen Kelly. Fr Steven acknowledged the service provided over the years by Helen and thanked her for her dedication.  **Mission month.**  No information has been available about this.  **The Pope DVD**  **Action: c/f the Pope DVD to next meeting** | **PH**  **EM** |
|  | **Adult faith formation/ parish retreat/ mission/ 50th Anniversary** | **Actions** |
|  | **Adult faith formation**  This has not been progressed over the period of Lent. It was agreed to take this forward after the summer.  **Action: Frances will follow up availability of Bishop Barren’s “The Mass” in the UK**  **and investigate other options offered through “Word on Fire”**  **Lenten Mission 2020**  Angela has confirmed with the Mill Hill Missionaries that they will lead a Lenten Mission in 2020, with provisional dates of 2nd – 4th March 2020. A suggested plan has been proposed, that will include one evening involving the parish young people and ending with Mass on the 3rd evening. A sub-committee will be established to organise the event and readers and an organist will be required  **Action: Angela to confirm the Lenten Mission dates with Mill Hill Fathers**  **Action: c/f Lenten Mission to next meeting for further arrangements**  **Celebration of St Joseph’s Parish 50th Anniversary**  As a Mission is planned for Lent 2020, the PC will need to consider how to celebrate the Parish 50th anniversary. | **FB**  **AG**  **PH** |
|  | **Lenten prayer groups/Ignatian spirituality/ Ecumenical course** | **Actions** |
|  | The Ignatian Spirituality group sessions were run over Lent and were open to the other parishes in the Deanery and other adjoining parishes. The group was also by other members of the local community.  Both the group facilitation training and materials were of very high quality and it was agreed that providing a weekly group as well as the on-line version met the needs of parishioners who wanted social support as well as those who preferred to participate individually.  Clarkston Churches together also offered sessions weekly at different days and times. |  |
|  | **Sunday social update** | **Actions** |
|  | Peter updated on the Sunday Social events. These have run monthly sine last Sept and are well-attended. The June event will be the last one of this session, restarting in Sept. Peter thanked St Roch’s ceilidh band for their input to the last session, which was much appreciated.  St Ninian’s music group have been contacted to lead one of the events next year. |  |
|  | **Sound system** | **Actions** |
|  | A training session on using of the sound system has been held in the church for readers altho’ this was not well-attended.  If parishioners continue to raise concerns, Fr Stephen will follow up with Chris McErlane to investigate if adjustments to the operation of the system can be made. |  |
|  | **Dishwasher** | **Actions** |
|  | **Kitchen Hygeine**  Pat advised that concerns have been raised around the cleanliness of crockery and the storage of dried foodstuffs, which needs to be in sealed, lidded containers  The PC agreed a note of those holding current food hygiene certificates was required and that installation of a dishwasher would resolve the issue of unclean crockery and ensure this was washed at the required temperature.  **Action: Fr Stephen to discuss the concerns raised about kitchen hygiene with David**  **Action: Angela contact East Renfrewshire Council and ascertain what is required with legally regard to food hygiene certification** | **FrS**  **AG** |
|  | **Plans for next session** | **Actions** |
|  | **Healing Mass**  Date agreed in principle for Sat 31st August. Pat and Angela agreed to co-ordinate this with support from other pastoral council members are required on the day.  **Action: Angela will check with David if the hall is available to provide catering after the Healing Mass**  **Action: Angela will contact Brian regarding minibus availability to transport parishioners to the Healing Mass.**  **Action: Help with catering at the Healing Mass**  **Bereavement Mass**  This will be organised by the Bethany Group  **Mass in celebration of marriage**  **Action: c/f Mass in celebration of marriage to next meeting**  **Penitential Service – c/f to next meeting**  **Action:**  **c/f Penitential Service to next meeting** | **AG**  **AG**  **ALL** |
| **11.** | **AOCB** | **Actions** |
|  | **Street pastor cards**  Pat shared cards designed and distributed by Street Pastors to those they make contact with who express an interest in going to church. These can be presented at any church door or to parishioners to indicate the holder may be in an unfamiliar environment and would appreciate being made welcome. Passkeepers and parishioners need to be aware of these cards and their purpose. It was agreed as a first step to advise the pass keepers and place a note for parishioners in the bulletin with the option of projecting the information onto the wall prior to Mass  **Action: note about Street Pastor cards to be placed in e-bulletin**  **Action: Passkeepers to be advised of Street Pastor Cards**  **Perimeter wall of Parish House**  Fr Stephen advised of concerns about the safety of the rear wall backing on to Carolside Gardens and that this needed to be attended to over the summer. Pat advised of a volunteer from the Synod Survey who has offered to help with any infrastructure issues.  **Action: Fr Stephen will follow up with the named volunteer regarding safety of the rear wall**  **Update about safeguarding**  An update to Safeguarding in the Catholic Church has been issued. An annual report for the Diocese is required of all parishioners who have been trained and when updates are due. Fr Stephen has submitted the report for 2018  **World Day of Prayer**  This was held in St Joseph’s this year and was very well attended by all churches in Clarkston, with a particularly good attendance from St Joseph’s. Pat thanked all those who helped out with baking and catering. The event next year will be held in St Aidan’s.  **Making All Things New**  Fr Stephen highlighted the need for parishes in the Deanery to work jointly to cover Masses and also to open parish events to members of other parishes across the area, with the running of the Lenten Prayer Groups being an example. | **Fr S**  **PM**  **Fr S** |
| **12.** | **Date of next meeting** |  |
|  | Wed 21st August 2019 |  |
| **13.** | **Closing prayer** |  |
|  |  |  |
| **Action table** | | |
| **Action: c/f discussion of Welcoming Parish including Welcome pack to next meeting**  **Action: Frances will follow up availability of Bishop Barren’s “The Mass” in the UK**  **and investigate other options offered through “Word on Fire”**  **Action: Angela to confirm the Lenten Mission dates with Mill Hill Fathers**  **Action: c/f Lenten Mission to next meeting for further arrangements**  **Action: Fr Stephen to discuss the concerns raised about kitchen hygiene with David**  **Action: Angela contact East Renfrewshire Council and ascertain what is required with legally regard to food hygiene certification**  **Action: Angela will check with David if the hall is available to provide catering after the Healing Mass**  **Action: Angela will contact Brian regarding minibus availability to transport parishioners to the Healing Mass.**  **Action: Help with catering at the Healing Mass**  **Action: c/f Mass in celebration of marriage to next meeting**  **Action:**  **c/f Penitential Service to next meeting**  **Action: Pat to place note about Street Pastor cards to be placed in e-bulletin**  **Action: Peter to advise Passkeepers of Street Pastor Cards**  **Action: Fr Stephen will follow up with the named volunteer regarding safety of the rear wall** | | **PH**  **FB**  **AG**  **PH**  **FrS**  **AG**  **AG**  **AG**  **ALL**  **PH**  **PH**  **PH**  **PM**  **FrS** |
| **Post-meeting note** | |  |
| Bridie has contacted the Chair of the pastoral council to submit her resignation. | |  |