**St Joseph’s Pastoral Council Minutes - final**

**9th Feb 2022**

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| **Date of meeting** | **15/07/20** | **21/10/20** | **03/02/21** | **05/05/21** | **01/09/21** | **10/11/21** | **26/01/22**  **Extraordinary meeting** | **09/02/22** |
| **Fr Stephen Baillie** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Deacon Paul Graham** | **P** | **P** | **A** | **A** | **A** |  |  |  |
| **Peter McMillan (Chair from Sep 2020)** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Alison Macdonald** | **A** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Pat Hassett (Chair up to Jul 2020)** | **P** | **Resigned** |  |  |  |  |  |  |
| **Angela Gow** | **P** | **P** | **P** | **P** | **P** | **P** | **A** | **A** |
| **Jonathon Cumming- circulation only** |  |  |  |  |  |  |  |  |
| **John Sweeney** | **P** | **P** | **P** | **P** | **A** | **A** | **P** | **A** |
| **Frances Brown** | **P** | **A** | **P** | **A** | **A** | **A** |  |  |
| **Eleanor Maxwell** | **P** | **P** | **P** | **P** | **P** | **P** | **P** | **P** |
| **Maureen Harcombe** | **A** | **A** | **P** | **P** | **A** | **P** | **A** | **P** |
| **Madeleine Connor** | **P** | **P** | **P** | **P** | **Resigned** |  |  |  |
| **John McCarney** |  |  |  | **P** | **P** | **P** | **A** | **P** |
| **Siobhan Anderson** |  |  |  | **P** | **P** | **P** | **p** | **P** |
| **Margaret Ross** |  |  |  | **P** | **P** | **P** | **A** | **P** |
| **Vincent Smith** |  |  |  | **P** | **P** | **P** | **P** | **P** |
| **Danny McKendry**  **Representing St Bridget’s, Eaglesham** |  |  |  |  |  |  | **P** |  |

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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 – 10th Nov 21** | **Actions** |
|  | Proposed: John  Seconded: Margaret |  |
|  | **Minutes of extraordinary meeting – 26th Jan 22** |  |
|  | Clarification that Diocesan facilitation support is available for Parish events, however facilitation training is not provided.  Proposed: Peter  Seconded: Eleanor |  |
|  | **Matters arising** | **Actions** |
|  | **PPC constitution - Completed**  **Church Wall – agenda item**  **200 club re-launch - Completed**  **Children and Young People**  Peter spoke with both primary schools Maureen Cumming and Louise Collins (St Josephs) who are keen to increase school involvement in the Parish.  **Action:** Peter will follow up with the new head teacher of St Ninian’s around representation of pupils on the Pastoral Council once he has settled into his post.  **Christmas Mass organisation - completed**  Peter advised that over the 12 Masses, 2700 people attended. He thanked Fr Stephen for his amazing efforts on behalf of the Parish.  **Christmas Link newsletter - completed**  Peter thanked John, Lesley and distributers of the Link newsletter to all households on the Link distribution list before Christmas.  **School cluster Mass - completed**  Peter thanked Angela for co-ordinating the catering, and to all those who helped with this.  **Matters arising - EGM**  **Synod - Extraordinary meeting – agenda item**  Fr Stephen has followed up with St Ninian’s – engagement in the Synod is being incorporated into their faith development plan.  **Re-establish the Link system as a way to communicate with previous, existing and new parishioners**  **Action – c/f to next meeting** | **PMcM**  **EM/VS/JS** |
|  | **Church Boundary Wall Update Parish update – C-19** | **Actions** |
|  | Peter advised that John had submitted apologies for tonight’s meeting but has forwarded an update to Canon Stephen. Following our last PC meeting, John had contacted a further, fourth contractor, as from the three previous contractors only one quote has been received. Based on the scope of works document provided by John, the contractor has submitted proposals and will now be asked to cost these. Peter advised that the original architect had raised a question regarding clarification of liability. This is being handled by John.  **Action:** John will brief Father Stephen and Peter on progress on repairs to the boundary wall | **JS** |
|  | **Parish finance committee** | **Actions** |
|  | John provided an update on activity since the Nov meeting.  **200 club** – the relaunch was very successful. John thanked all volunteers from Pastoral Council and from the schools who supported the relaunch. This has refocused fundraising on specific demands on the Church expenditure, in the first instance payment of the boundary wall repairs. Membership has increased from 94 to 204 with further standing orders still being processed. John highlighted that for every 20 members extra members, an additional £1200 per annum is generated. The group therefore plans to keep awareness of this initiative high with a monthly e-mail being issued to all members, winners being advertised in the Bulletin, posters in the porches and a plan for a further promotion later in the year.  The opportunity to donate 200 club membership as a birthday/ anniversary gift as discussed.  **Action:** Ali to organise design of a “gift card” that could be downloaded from the Parish website.  Canon Stephen advised that he is continuing to reduce the Parish debt. Having paid back a further £35k at the start of this year, the debt now stands at £152k, compared with £455k three years ago. Parishes in the Diocese are now being asked to report on their expenditure on a quarterly basis. The PC acknowledged that this is a remarkable achievement that needs to be communicated to parishioners.  **Action:** John to draft note for bulletin advising of the reduction in Parish debt and thanking all Parishioners for their support in this.  **Maintenance schedule for buildings and grounds**: The schedule has been shared with David Melvin and will be updated every 3-4 months. This ongoing review process will enable the group to determine which repairs require professional contractors and which could be carried out by volunteers. The group are exploring the process by which any volunteer work could be co-ordinated.  **Future plans**:   * The next focus will be on GiftAid with a plan to increase standing orders and GiftAid timed with the new financial year. * Using QR codes to enable offertory donations and Gift-aiding. * Summer fayre as a community Parish event and fund raiser. This would require a planning group. It was agreed the pressures on volunteers over the last year mean this would be an action for 2023 | **AMacd**  **JMcC** |
|  | **Diocesan Synod update** | **Actions** |
|  | Peter thanked everyone for their input following the January meeting. Information on the Synod and how to participate has been shared widely within the Parish, including items in the Bulletin, an update by PC members and leaflet handed out at Mass last week, a letter for Bishop John which will be read out as Mass this coming week, information on the Parish website, Twitter and FB page. An evening event, supported by the Diocese has been arranged in the Church for Tues 15th Feb. PC members have been asked to volunteer as welcomers, scribes or facilitators. Scribes are expected to record all opinions expressed by those within each group, with post-its also provided to capture the views of those who are either not comfortable speaking out or where time has limited their opportunity to do so.  in case the strict time allowed for each discussion point prevents everyone from airing their thoughts.  It was agreed coffee after the event would be an opportunity for further discussion and anything not captured at the time could be noted on post-its in the Church hall afterwards.  **Action:** Peter will follow up with further information about the roles of facilitators, scribes and the format of the Parish Synod event.  **Action:** Volunteers sought to help with coffee after the Parish Synod event.  **Action:** Posters on the Synod event to be put up in church intime for weekend Mass.  There was a further discussion about the importance of reaching beyond those currently attending Church. Ali advised this has been a challenge because of timescales. Actions to try to address this include social media channels, the update by PC members at Mass last week and leaflet distributed afterwards, asked parishioners to share this information with friends, neighbours and family who may not otherwise be aware. Hard copies of the questionnaire are also available in and can be returned to the Sacristy for those who cannot or choose not to access the questionnaire on-line.  It was agreed engagement within schools is crucial both to ensure young people contribute and also to reach parents. The leaflet, which provides a brief outline of both the questions and the ways to participate, including hyperlinks to the Diocesan website questionnaire could be distributed electronically for sharing through school WhatsApp groups and Twitter accounts.  **Action:** Siobhan will follow up on school distribution of the Synod leaflet with primary and secondary school contacts. | **PMcM**  **ALL**  **MH/VS**  **SA** |
|  | **Lent/Easter preparations** |  |
|  | Canon Stephen thanked everyone who has volunteered over the last 2 years and acknowledged this has placed considerable demands on many in the Parish. It was agreed that Lenten preparation should reflect this.  Eleanor advised of Clarkston Churches Together plans in which Parishioners could participate. Eleanor has agreed to co-ordinate these from a St Joseph’s perspective and will share these activities through the Bulletin and social media. This includes the Good Friday walk around Clarkston churches which will come to St Joseph’s at 12:00, while Canon Stephen is due at Stamperland Parish Church at 7:00am.  The Ignition Spiritualty Centre are again running a weekly on-line Lenten retreat. Elanor will also share this information.  **Action:** Eleanor will share information on Ignatian Spirituality Centre Lenten retreat and Clarkston Churches Together Lenten activities for St Joseph’s bulletin and social media.  A Lenten Station Mass will be held at St Joseph’s on Wed 30th March**.** Canon S will follow up directly with Angela regarding catering. | **EM** |
|  | **ParishC-19 update** |  |
|  | Peter advised of a gradual return to pre-covid normality. Advice from the Diocese is that there is now no legal obligation to continue with track and trace requirements and this has now stopped. Ensuring good ventilation and encouraging hand sanitising at the doors will continue. The obligation to attend Sunday Mass and Holy Days will be reinstated on the First Sunday of Lent.  The Children’s liturgy will be reinstated next month; there are discussions about the 12:00 bus being reintroduced in the next few weeks and Friday coffee mornings have restarted. |  |
|  | **AoCB** | **Actions** |
|  | **Diocesan Pastoral Council**  Peter updated on plans for the Diocesan Pastoral Council which is attended by Chairs of each Parish Council within the diocese. The first meeting in Nov focussed on planning for the synod. The next meeting will take place later this month looking at the Deanery system. Future proposed themes include getting families back to Mass and young people. Peter offered the opportunity for other PC members to represent the Parish should the proposed topic be of particular interest.  **Wemyss Bay – Care and Kindness**  Peter advised of a Care and Kindness pastoral council sub-group established by Wemyss Bay Parish to support parishioners experiencing illness, anxiety, bereavement or other trauma. He has passed this information onto the Bereavement group.  **Diocesan Family commission**  Peter advised that a family couple contact/ambassador has been requested from each Parish in the Diocese. A notice has been placed in the Bulletin inviting those interested to contact the Diocesan Office directly.  **Community sponsorship for refugees**  Eleanor updated on a Church of Scotland initiative within Eastwood, with a group working together to sponsor and raise funds for a refugee family including housing and education It was agreed this might sit best with the Parish Justice and Peace group.  **Action:** Eleanor will follow up with John Seenan regarding involvement of Justice and Peace in the Church of Scotland community sponsorship for refugees initiative. | **EM** |
|  | **Date of next meeting** |  |
|  | **Wed 11th May at 7:00 in Church Hall** |  |
|  | **Closing prayer** | **Actions** |
|  |  |  |
|  | **Post-meeting note** |  |
|  | The children’s liturgy will be reinstated after Easter. |  |
| **Action table** | | |
| **Action:** Peter will follow up with the new head teacher of St Ninian’s around representation of pupils on the Pastoral Council once he has settled into his post.  **Action:**  Re-establish the Link system as a way to communicate with previous, existing and new parishioners  **Action:** John will brief Father Stephen and Peter on progress on repairs to the boundary wall  **Action:** Ali to organise design of a “gift card” that could be downloaded from the Parish website.  **Action:** John to draft note for bulletin advising of the reduction in Parish debt and thanking all Parishioners for their support in this.  **Action:** Peter will follow up with further information about the roles of facilitators, scribes and the format of the Parish Synod event.  **Action:** Volunteers sought to help with coffee after the Parish Synod event.  **Action:** Posters on the Synod event to be put up in church in time for weekend Mass.  **Action:** Siobhan will follow up on school distribution of the Synod leaflet with primary and secondary school contacts.  **Action:** Eleanor will share information on Ignatian Spirituality Centre Lenten retreat and Clarkston Churches Together Lenten activities for St Joseph’s bulletin and social media.  **Action:** Eleanor will follow up with John Seenan regarding involvement of Justice and Peace in the Church of Scotland community sponsorship for refugees initiative. | | **PMcM**  **EM/VS/JS**  **JS**  **AMacd**  **JMcC**  **PMcM**  **ALL**  **MH/VS**  **SA**  **EM**  **EM** |