

**St. Peter's Parish Pastoral Team Meeting**  
**Thursday 10<sup>th</sup> April, 2025**

**MINUTES**

**Present** Fr Peter, Alison McGarr (chair), Anne-Marie Bailey, Clare Allen, Rachel McKay (minutes), David Small.

**Apologies** Terry Thiele

Anne Rogowski has now stepped down from the PPT. Many thanks to Anne for all her years of service.

Minutes of last meeting already accepted.

**1. Gathering of Groups**

Very positive event with broad representation including the 3 primary school heads. Many suggestions and areas of possible development to meet needs for example, - interest in developing a group to support those who have experienced separation and divorce; gap in support for children over 5 who are seeking Baptism; Group in which people share their hobbies and skills. Something for younger adults. Use for digital skills – have a parish Digital Champion(s). Reaching out through love of books to those who are on their own; housebound. Have a breakout space in Toast for children who find Toast overwhelming. Many other suggestions.

How does the Parish communicate with everyone in the parish?

Newsletter is the only mechanism but a one-way communication. Clare is building up a contact list of representatives of all the various groups. Contact information is still incomplete. Aim to nurture relationship with group contacts who can communicate information with their individual groups to spread/receive information/feedback until we are in a situation where we can eventually communicate with everyone in parish once data collection/storage resolved.

**Action:** - **Clare** will add note to the newsletter 2 weeks after Easter to spread some of the ideas/thoughts mentioned at the Gathering of Groups meeting. Invite people to get involved express interest in areas mentioned. An email will be sent to group leaders once contact information is complete to encourage them to communicate information to their groups.

2. Health and Safety Risk Assessments. Alec Mowatt spoke at the groups meeting. Groups asking for further guidance with risk assessments. Suggestion to ask Alec to lead a meeting after Easter sharing general principles of health and safety which can be adapted for each group to make sure we are fulfilling our responsibilities. Information and training session also for group representatives could be held; eg training for church evacuation; Parish Centre evacuation (slightly different for each group depending on age profile/mobility of group etc.) Defibrillator location/First Aid.

**Action:** - **Rachel** will communicate with Alec about setting up a Health and Safety help session/practical training session.
3. Online Calendar The calendar is now up and running. Many thanks to Clare. Really useful tool to be able to see what is happening in the parish. No additional dates have been submitted yet since the groups meeting. Add link to calendar under current events section of website/embed in new website. Group leaders will be encouraged to submit dates for the calendar via the email that will be sent out to the groups.

**Action:** - **Anne-Marie** will add link to calendar to current website/embed link in new website.
4. Website The new website has been built and looking very good. Now in stage of updating content of current website. Only a few responses from groups who have updated the website information about their group since the groups meeting. The website will go live once content/wording is clarified. A work in progress. Many thanks to the website team for all their work on this.
5. VE Day Celebrations Will be advertised in the newsletter from this weekend. Plan is for a Fish and Chip supper in the Parish Centre. Cost £10 per person. Sign up and payment in advance. Country is gathering at 9.30 PM to light lamps. After Fish and chips, come out on to the lawn and light the lamp and have prayers for peace. 'I vow to thee my country' is a suggested song that can be sung or something that everyone knows eg hymn. Prayers will be held in church if wet. Alison will communicate with Terry to do a poster that can be shared digitally and maybe print one for the board at the front of church.

**Action;** - **Alison** will check if hall is free and liaise with Terry regarding poster.

6. Centenary Mosaic Fr Peter in touch with Maria Elena who is making good progress. Aiming to be ready for June 29<sup>th</sup>. A plaque will be placed underneath the Mosaic, saying that it marks the centenary of the Parish. Fr Peter suggested asking the undertakers to help us with the plaque.

7. A.O.B

1. Shine Next issue will be in the summer – July. There won't be time for this edition to include Fr Peter's Jubilee celebrations. Will have to be included in the Christmas issue.

2. Celebration after the Easter vigil? Possibly 3 people being received into the church at Easter. Fr Peter happy for us to use church for cake/prosecco after the Mass. **Action:** **Rachel** will check with Tony/Helen.

**Date for next meeting:** Tuesday 3<sup>rd</sup> of June 2025 starting with Adoration at 7 PM in church.

The meeting closed with the Parish Prayer.