

**OUR LADY IMMACULATE AND ST CUTHBERT'S  
PARISH PASTORAL COUNCIL  
MINUTES OF MEETING 15<sup>th</sup> November 2017**

In attendance: Fr John; Maria Crawford; Anne Berry; Anne Smith; Ann Callan; Simon Carson; Roger Kelly; Maria Louisa Massagli Gallagher; Eugene Brady Duncan Reed; Sisters Paschaline and Mary Jane

Apologies John Harnett and David Instone

*Opening Prayer for the Parish and the Parish Council*

1. Minutes of the last meeting and matter arising
  - a. Presbytery decoration of the **back sacristy** to take place once plaster has dried. Good progress.
  - b. **Welcome cards** to be ordered from Lintons
  - c. **Convent agreement** – Chancellor of Diocese has set out terms formally. Subject to no objection from Father John or the Sisters, the matter to be completed. New stipend to take effect from 1<sup>st</sup> December. Energy payment arrangements already in place
2. **Evangelisation Group**. Fr. John suggests this as a response to Pope Francis' Joy of the Gospel. Asking parishioners to spread the Word practically to family and friends who do not attend church, with a gift and card at Christmas for instance. Agreed to put a call out in the bulletin for a group to come together and meet
3. **Exposition of the Blessed Sacrament before Sunday Mass**. Again a response to the Church view that Eucharistic Devotion has lapsed over the last 50 years. This practice will lead up to the Eucharistic Congress in Liverpool next September. Brief discussion about the noise in church before Mass – not children but adults.

Agreed to introduce Exposition before Sunday Mass once a month and welcomers to advise people coming into church to be aware.
4. **Advent and Christmas**. Agreed to arrange ***Reflection and Refreshment House Prayer Groups*** as we had offered successfully in Lent. Discussion about Christmas Masses and Fr. John recommending Vigil Mass at Crook. Morning masses at Tow Law and Wolsingham. Vigil Mass at Crook to start with Carols at 5.30.p.m. and Mass at 6.00.p.m.
5. **Burial Fees**. Full report attached as Appendix 1. Bill, Brian, Maria Luisa and Ann thanked for their work. Recommendations discussed with Father John and circulated to the PPC. Agreed that the recommendations and accompanying notes be agreed.
6. **Building Issues**
  - a. **Church Redecoration**. Previously organised three tenders for the church decoration – now 18 months ago. Diocese said not to proceed until partnership issue was sorted. Agreed that the Secretary contact the previous tenderers to get updated tenders; that the Historic Churches Committee advice on colour scheme be sought and the project progressed.

- b. **Convent** – noted that the estimate for a new shower and basin upstairs was reasonable. Agreed to accept the tender and progress the works and that the window replacement scheme agreed by the former Finance Committee be suspended this year only and the budgeted amount go towards the new facilities.
  - c. Simon had investigated the **construction of paths** in the “new” cemetery requested by some parishioners. Costs in the region of £18,000. Agreed to open discussion with the AAP to see whether there might be any council funding and report back to the PPC
  - d. Consideration is being given to the alteration and improvement of the **current garage** next to the lodge. Simon had obtained an estimate of £1452 for widening of one of the entrances and new garage doors. Agreed this be progressed subject to review of measurements.
7. **Young People** in the parish. Maria reported back on the Partnership meeting for people working with the Youth. Some great ideas and real enthusiasm – these including the children taking part in the offertory procession, continuing to write and read out a bidding payer, to come forward at the Our Father and join Father John on the altar. Other initiatives included a social gathering of the Yr6 and Yr7 children to have an emphasis on Liturgical dance; older people and younger people sharing their faith story; learning and sharing such ministries as Flower arranging. Noted that there was to be a Youth Mission in March. Suggestions included work being focussed on the parish as well as the Partnership and Diocesan Centres. Agreed the Children Liturgy Leader would ask 1 or 2 children to participate in the offertory procession, and organise the bidding prayer.
- That Christ the King being Youth Sunday should have a youth focus

## 8. **Escomb Partnership**

- 9. Any Parish issues since our last meeting
  - a. **Two young people** from the parish carrying out international experience next year. Agreed to support them with their fundraising activities
  - b. **Deacon Michael** to be thanked formally for his tremendous service to the parish
- 10. **Finance Report** – An excellent report prepared and delivered by Ann Callan. Good overall position with grateful thanks to her and the team for their dedication and commitment.

## 11. Parish Reports

- a. **St Cuthbert's School** - Good Ofsted with areas that were Outstanding. Congratulations to be sent to the staff and pupils. School Masses to be in church in future. Christmas Fayre to be held in the Centre this year – bigger and better than ever.
- b. **St Cuthbert's Centre** - wide range of activities for Advent Christmas and the New Year. Praise for the new chairs and redecoration. Thanks to the team for their

wonderful maintenance of the Centre and their diverse programme. Copies of the SCC Newsletter circulated. To be printed for parishioners and distributed at the weekend

- c. **Justice and Peace** – and **Churches Together** Anne delivered a report on the tireless work of the group including the small but important protest outside Sainbury's. She mentioned that the Food Bank would continue at the Salvation Army and would be run by the Durham Christian Partnership -volunteers were still needed. The Advent Ecumenical course would be held at St Catherine's. For full report see the appendix.
- d. **Council of Laity** – Ann Smith reported that the Council of Laity would be replaced by a Council comprising representatives of the Partnerships. Ann was thanked for her attendance and representation of the Parish

12. Any other business -

- a. Some PPC members had had been telephoned by parishioners asking for the arrangements at the back of church to be returned to how they used to be. It was noted anecdotally that other parishioners liked the arrangement. Agreed that the Secretary produce a report for the next meeting reviewing the position including the architects proposals prepared for the back of the church three years ago.
- b. Fr. John raised an important issue about the **Parish Safeguarding Officer**. Brian Jones had carried this role for a number of years and had done a great job. The new arrangements required information to be recored on a digitised database. Agreed that a note be put in the bulletin and that people be asked to consider taking on this crucial role.
- c. The meeting closed with a prayer.
- d. Next Meeting 7<sup>th</sup> February 2018 at 7.00.p.m.

## APPENDIX 1

### FUNERAL EXPENSES PROPOSED FEES FOR ALL 3 CHURCHES

The following costs cover all parts of the service (apart from the organist fee or hire of the church hall for the funeral reception, which are shown separately)

	£
Service in church with burial in church grounds	<u>450</u>
Service at crematorium only	<u>350</u>
Service in church followed by cremation at crematorium	<u>450</u>
Service in church with burial in Civic Cemetery	<u>250</u>
Service at graveside for Burial of Ashes (where there was previously a church service)	<u>100</u>
Service at graveside for Burial only (no church service)	<u>200</u>
Service and Burial of stillborn or child under 16 years	<u>Nil</u>
<u>Additional costs</u>	
Organist fee (where used)	<u>60</u>
Hire of parish hall (where used for the funeral reception)	<u>50</u>
<u>Headstone and inscription fees</u>	
Erection of headstone in graveyard	<u>160</u>
Additional inscriptions to headstones	<u>100</u>

## APENDIX 2

### **Justice and Peace:**

1. Christian Aid quiz night at The Forresters on 16<sup>th</sup> October was very well attended and raised £154.08
2. Fairtrade Christmas Shopping event 31<sup>st</sup> October at St Andrew's took £203.70 on the stall, with a further £59.55 in donations.
3. Fairtrade action 28<sup>th</sup> October at Sainsbury's in Bishop Auckland. Members of the group handed out leaflets and showed posters regarding Sainsbury's decision to discontinue its association with Fairtrade and instigate its own agreement with the tea growers using its own label named "Fairly Traded". The confusion is obvious, and the managers at some stores are under the impression that the two schemes are the same. They are not. The manager at Bishop Auckland has agreed to a meeting with our J&P group to discuss the matter further.
4. Refugee and Asylum Project in Stockton is supported financially by the Hexham and Newcastle diocese, which has agreed to award a further £3,000 to fund a dedicated phone line.
5. Generate Prayer Walk from Bishop Auckland to Crook on 30<sup>th</sup> September was undertaken by approximately 15 people.
6. There will be a soup lunch at the Centre after mass on 3<sup>rd</sup> December as a response to the Holy Father's World Day for the Poor on 19<sup>th</sup> November.
7. The food bank will continue to operate at the Salvation Army every Tuesday and Thursday from 10.00am until 1.00pm, but is now being run by the Durham Christian Partnership. Volunteers are desperately needed. There will be a notice in this week's bulletin giving details of how parishioners can help.

### **Churches Together in Crook**

1. At the One World Week service at St Catherine's on 22<sup>nd</sup> October we were asked to consider what defines a good neighbour. After readings from the bible, we discussed in small groups how we would describe the qualities of good neighbours and our experiences of both good and bad neighbours.
2. The Christmas Journey for Year 2 pupils in Crook will run from 21<sup>st</sup> to 23<sup>rd</sup> November at St Andrew's. On Monday 20<sup>th</sup> the area will be set up. Volunteers are always welcome.
3. There will be an Advent course at St Catherine's at 7.00pm every Wednesday, namely 29<sup>th</sup> November, 6<sup>th</sup> December, 13<sup>th</sup> December and 21<sup>st</sup> December.
4. Carol singing sessions have been arranged for the following dates:
  - 12<sup>th</sup> December 2.30pm West Lodge
  - 6.30pm Southfields Lodge
  
  - 19<sup>th</sup> December 7.00pm Parklands
  
  - 23<sup>rd</sup> December 4.00pm Wetherspoons