

PPC PRE-MEETING

16 APRIL 2024

PRESENT: Stephen Warde (Chair), Sarah Sykes (Minutes), Leonie Isaacson, Ciáran Ward, Fr Simon Blakesley, Margaret Martin, Jim O’Sullivan, Nora Darby, May Agustin, Rev. Geoff Cook, Edward Acton, Guillaume Hennequin, Helena Judd, Rowan Judd, Ron Haynes, Roberta Canning

APOLOGIES: Michanne Hayes-Pempah, Christine Knight

1. Operation of the PPC

a. Constitution

The PPC does not yet formally exist – this pre-meeting was for all of those who expressed interest in membership or have been invited to join. There has been a period of consultation and publication of the draft constitution. The final version will be adopted if approved during the Parish Open Meeting on 21st May. After that, the PPC will begin to operate.

b. Meetings – frequency? Nature?

All invitees to this meeting will be included when membership is proposed at the upcoming POM. If you would prefer not to be included, please let Steve know before the meeting.

Attendance at PPC meetings should include at least one member of each core team and a member of the finance committee if possible.

Meetings will follow an agenda which will include feedback/reports from Core Teams, safeguarding, project planning in consultation with the Finance Committee and will take place approximately every three months, with the option to call up ad hoc/additional meetings if decisions need to be made in the interim. There will be at least one Open Meeting per year, which will be the Annual General Meeting of the Parish. Other Open Meetings can be called if required.

c. Officer nominations

All members should consider themselves for nominations for the Chair, Deputy Chair and Secretary. Nominations will be considered at the POM.

ACTION:

- Let Steve know if you do not wish to be nominated for the PPC at the POM – ALL

- Arrange to fit the Finance Meeting calendar with the PPC meetings so that feed-in planning, priorities and budgeting can be discussed at the PPC meetings – JIM/STEVE
- Request end of Financial Year report from Treasurer at the POM. Note that year end is December (not April) and that future feed-in planning needs to be considered at September's meeting. – JIM/STEVE

Amend the Constitution definition of Teams (under point 4 on the back page of the constitution print out) to say 'promote contact' – RON

2. Core Team reports on first meetings/actions taken

2.1 Liturgy, education, faith sharing (Roberta)

This team met and it was good to see that membership included some new (and younger) participants.

Aims include to encourage prayer groups new and old, support young families in practicing and passing on the Faith, encourage time and space for conversation and sharing, develop opportunities to learn and share the Faith at times that work for in-person meeting. The group identified two priorities: one was to explore ways to offer ongoing formation and training for those engaged in Parish ministries. The second (which connects to the first) was to provide opportunities to study modules from the Diocesan certificate in Catholic Studies, which can be facilitated if the Parish subscribes to an app. The app content and design has been produced by the Margaret Beaufort Institute of Theology and backed by the Bishop. The PPC was supportive of investigating this option.

ACTION:

- Ask the bidding prayer team to include prayers for Bishop Peter on a regular basis – ROBERTA
- Look into purchasing the app for the Diocesan Certificate.

2.2 Communications and Outreach (Ron)

Have been focussing on website redesign. Reported on the newsletter redesign, and coffee hub flyer. Have been reaching out to local churches in north Cambridge with the aim of strengthening ties between us. Considering how to minister to the communities around us, asking how can we tackle issues together and knowing and supporting each other.

ACTION:

- Update the front page content of the website. In particular, the post-COVID notice. – RON/STEVE
- In addition to churches already contacted, consider the wider Parish and those local churches where we have previously had strong contacts – Geoff suggested St Andrew's Chesterton, St George's and The Good Shepherd who were previously partners with us in the North Cambridge Council of Churches - RON

2.3 Buildings and Grounds (Steve)

Has a group of about a dozen people who are interested in helping get things done rather than organising the jobs. There are a variety of large and small projects to be tackled including gardening work, where Charles Nisbet and Nikki Searle have offered to take a lead. The oiling of the benches will be finished while the church is closed for the heating installation which is due to be finished by the end of next week. Jim O'Sullivan is leading on the current heating project. Positive feedback has been received on the design and colour of the heaters. Planning for the next bigger project, work on the roof between the presbytery and church including the replacement of the velux window in the Library and Office, is in process – Christine Knight is taking the lead.

2.4 Social (Helena)

Initial meeting included representatives from the Coffee Hub, Children's Liturgy and the group who run the refreshments after 11am Sunday Mass. Discussion about what makes a good social event and what are the outcomes of these. Having a purpose or point of focus for an event makes for a good social event. Plans are being made for St Laurence Feast Day to include other congregations who use the church such as Polish, Hungarians, Africans. A quiz night is planned for the autumn with historian Joanna Bogle as quiz master. Children Liturgy group are planning a Pentecost celebration similar to the Advent afternoon.

ACTION:

- Make sure that the Parish is aware that they are welcome to attend the Confirmation Mass

2.5 Office and Staffing (Edward)

Aims – to help Fr Simon with the management and organisation of the Parish Office, set priorities, work on time management, set up appraisals and targets, help with recruitment, decide where volunteers can help with admin/office work.

3. Safeguarding (Jim)

We are up to date with the Parish DBS checks. There are a few recommendations from the Diocese in connection with activities with young people. Jim and Mary-Jane will be discussing these with the relevant Parish groups.

4. Parish Groups – SVP (Ciáran), CAFOD (Nora), J&P (Ron)

Steve asked the representatives of the parish groups to consider whether there was anything specific that the Parish groups needed from a PPC. They gave brief reports on what their groups had been doing.

5. AOB – none

6. Proposed dates for future PPC meetings and next year's POM

21st May – Parish Open Meeting

PPC meetings – rough schedule, on or around the following dates (varying days of the week).

25 June

10 Sep

3 Dec

4 Mar 2025

13th May 2025 – Parish Open Meeting/AGM

ACTION:

- Doodle poll a date for the first of the PPC meetings. - STEVE