

St Michael's Catholic Church  
**Parish Pastoral Council Minutes for the meeting held on 14<sup>th</sup> January 2026**  
Virtual meeting via Zoom

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**Present:**

Marlena O' Donnell (Chair); Canon Paul Fitzpatrick, Krissie Stitt, Sheelagh Bowker, Luciana Gomes Chagas, Deacon Brian Theobald (minute-taker)

**Apologies:** Bev White, Paul Freeman, Paul Muston

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Opening prayer – Deacon Brian

**1. Welcome**

MO welcomed all present.

**2. Apologies**

As noted above.

**3. Minutes of previous meeting (29.11.25) and Matters arising**

The minutes from the November meeting were approved, and no specific matters were raised.

**4. Action Plan**

- a. Parish register. Updating will recommence weekend 24/25<sup>th</sup> Jan. KS to leave current forms in the sacristy. Forms for new parishioners are available. Help will be needed at all the Masses. BT + others.
- b. Dates for your diary has been included as an insert to the newsletter.
- c. BT will reinvite Erin Crima to join the PPC.
- d. Path to hall is an ongoing issue.
- e. Alpha Course. The next step is to arrange an information session for the parish from which a planning team will be formed. Neighbouring parishes will be informed. BT to liaise with Stephen & Judy Fox.
- f. The QR code leaflets have encouraged more people to join the parish WhatsApp group.
- g. Deborah West will be asked if she can facilitate children in designing our Lent/Easter card cover (KS). Deborah will be meeting with Paddie Denton the diocesan youth worker for Oxfordshire, 27<sup>th</sup> Jan.
- h. Parish Showcase of groups. Aim to take place on 28<sup>th</sup> Feb/1 Mar the weekend of the family Mass. BT, KS + others to decide how tables can be placed.
- i. Feedback to parishioners from Synodal Assembly actions is in progress (MO, KS).
- j. A letter to the Agricultural College concerning parking of parents in our car park was sent. A reply was received stating that parents had been informed. It is unknown if the parents have responded.

**5. Synodal Assembly**

- a. Sashes for welcomers have been ordered. Leaflets reminding welcomers of their role will be provided. Leaflets for readers have recently been distributed.
- b. Name badges for parishioners are currently on hold due to many other things happening. We will revisit this after Easter
- c. Alpha course. See above.
- d. An Easter banner for outside the church will be arranged.
- e. 18 parcels were provided to Huntercombe prison for the children of inmates. A very grateful response was received.
- f. Our links with Abbeycrest care home have developed with the making of the apple crumbles that were sold to raise money for charity.

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- g. The Thoughtful Living Group will provide a list of events to come.
- h. Tim Livesey has been invited to repeat his talk about the West Bank to a wider audience later in the year.
- i. The intention is to continue to develop our altar servers (young and adult) so that they are ready to assist over Easter while Deacon B is away.

**6. Advent/Christmas Feedback**

- a. Very positive feedback. Christmas liturgies were joyful, and Fr Michael gave a memorable homily.
- b. There were many children at the back at the 5pm Mass who could not see the nativity scene. We will look into how we can get children more involved, e.g. reserve front benches and floor space for them. Invite them to come to the front. Supply costumes so that more can be involved. Consult with Deborah West, but do not create more work for her. It was noted that this year's children's Mass was a suitable length for young children.
- c. In the past we have had a brass band concert. A suggestion was made to have a carol service earlier in Advent to reach out to more people

**7. Lent/Easter**

- a. Fr Michael and Canon Paul will be supporting us during this period. Fr Michael will celebrate the Easter liturgies. Timings will be as in previous years.
- b. Penitential service will take place on the Monday of Holy Week.
- c. The Scripture course will continue.
- d. A Lent day of recollection will try to be arranged. Possibly at St Katharine's Retreat House, Parmoor (near Hambleden). 14<sup>th</sup> or 21<sup>st</sup> March. The theme to be decided at the next PPC meeting. Parishioners will be invited to contribute to the cost. The finance committee should be consulted to see if a subsidy is possible, if required.

**8. Matters related to the life of the Parish**

- a. Should aim to have the next Synodal Assembly in May.
- b. Deacon Tenny Anthony is based in Henley for 6 months. He will gain experience in the deanery, including assisting at St Michael's, as he prepares for ordination to the priesthood later in the year.
- c. Canon Paul and other priests of the deanery are encouraged to see that the parish is not just surviving but is thriving. Priests were grateful for the offerings and gifts received. MO'D expressed our gratitude for the support they are giving us.
- d. Thanks to Fran and Krissie for arranging the scripture quotes on the windows. These have been well received and invite us to take a moment of reflection.

**9. 80<sup>th</sup> Anniversary of the Parish**

- a. Redecorating of the church to be considered, including stripping and retreating the pews.
- b. KS to liaise with Keith May to get quotes for painting. Need to check with the finance committee, as other work might need to be done due to recent inspections. The finance committee should take responsibility for the project.

**10. Safeguarding**

- a. Luciana has done all her training, but there has been a delay in receiving her official approval from the diocese. An outstanding reference is awaited.
- b. MO'D and her husband are arranging an event for young people. It is believed the presence of a DBS checked adult will suffice. The DBS should be specific to St Michael's.
- c. KS will provide LC with our current list of DBS checked parishioners.
- d. Canon P commented that adult servers should be DBS checked.

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**11. Fundraising and Social Activities**

- a. Santa doesn't get it right raffle will take place 7/8<sup>th</sup> Feb to raise money for CIRDIC.
- b. Board games afternoon is planned for 8<sup>th</sup> March.
- c. Sue Reid has offered to arrange two quizzes a year. KS to contact.

**12. Any other business**

- a. The coming Sunday is Peace Sunday. This will be reflected in our prayers and other materials available. It is also the youth Mass. KS will arrange coffee etc, but others will need to help on the day as she is away.

**13. Dates of Future Meetings**

Wednesday 11<sup>th</sup> February 2026 via Zoom. This will be an extended meeting to accommodate guests explaining the Lego Café.

Wednesday 11<sup>th</sup> March 2026.

Closing prayer – Canon Paul

Note from Deacon Brian. I forgot to mention at the meeting that it has been suggested that we hold a special service where people can bring their pets and give thanks for the benefits they bring. This would be open to all the community.