

**Minutes of the Parish Pastoral Council Meeting
01 October 2025 at 19:00 hours
St Michael's Presbytery**

Present:	MO	Chair
	BW	
	BT	
	PM	Minute-taker
	SB	
Apologies:	CP	
	JC	
	KS	
	PF	

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- | | Action |
|---|---------------|
| 1. Welcome | |
| 1.1 MO welcomed the parish pastoral committee (PPC) to the meeting. | |
| 2. Apologies | |
| 2.1 Apologies from CP, JC, KS and PF were noted. | |
| 3. Minutes of the last meeting | |
| 3.1 The minutes of the last meeting were reviewed and approved as an accurate reflection. | |
| 4. Synodal assembly feedback | |
| 4.1 The PPC once again discussed the feedback from the last synodal assembly and the primary output from it being youth focused. BW noted how any ideas for engaging the youth further should come from them directly rather than seemingly an imposition from the PPC or adults. BT agreed, noting that interests have changed significantly in recent years. | |
| 4.2 It was suggested that an event, such as a boardgame afternoon, be organised to engage the youth in the first instance, with conversations centred around what else the parish could offer to support them. BW relayed an experience of a 'café church', which included Lego building, which attracted a broad range of ages. BT suggested liaising with JC, DW and KT as to activity suggestions. BW agreed to ascertain how the Lego building event was organised. | BW |
| 4.3 BT suggested that an Alpha Course be organised for 2026 to include a youth Alpha Course as well. BW advised that Christ the King is running an eight-week youth Alpha Course for 11 - 20-year-olds from 14 October 2025. MO suggested joining with another parish to run it and BT agreed to speak to St Anne's to ascertain if they would be interested. | BT |
| 4.4 It was agreed that the parish would aim to hold the Alpha Course after Easter next year and that, to make it a success, a core organising team would be required, and so recruitment would commence now. BT also agreed to discuss this with CP. | BT |
| 5. Second synodal assembly preparations | |
| 5.1 MO reminded the PPC that the next synodal assembly will take place on Sunday 19 October 2025. | |
| 5.2 MO summarised the format of the last synodal assembly. The PPC noted how quickly after the last synodal assembly the next one is taking place and concerns were raised around attendance. It was agreed that the next one will be promoted from this weekend's masses and a sign-up sheet be placed at the back of the church to ascertain interest, as well as volunteers to be 'scribes' on the day. | |

- 5.3 It was agreed that a light lunch will be provided at the synodal assembly and that the theme will be ascertained in advance from CP.

6. Feedback from the parish pilgrimage to St Anne's and parochial weekend

- 6.1 The PPC acknowledged how successful the pilgrimage was, and SB noted how wonderful it was that parishioners who are less physically able also joined once the walking party had arrived at St Anne's.
- 6.2 The PPC agreed that the parochial weekend was a success and that great feedback has been received.
- 6.3 It was noted that rescheduling the family mass to coincide with the parish weekend was also a success and that this change should occur annually moving forward.

7. Safeguarding update

- 7.1 BT advised that there had been some administrative issues in relation to L's receipt of the safeguarding documentation but that she is now in contact with the appropriate safeguarding authority and can now progress with her registration.
- 7.2 BT raised that an audit will likely take place over the next year in relation to safeguarding in the parish. BT believes the most important requirements are in place at St Michael's but suggested an item be included periodically in the parish newsletter so parishioners are aware of who to approach if they have any concerns.

8. Matters relating to the running of the parish and services

- 8.1 BT raised that, as is tradition, there will be a focus on praying for the dead in November and suggested holding a liturgy for the dead on the evening of Monday 3 November.
- 8.2 In absentia, KS suggested that parishioners could bring photographs of their loved ones to place around the church for November and this was agreed to be a good idea. It was agreed to place an item in the newsletter about this.
- 8.3 BT confirmed that priests are scheduled for all services until the end of 2025, including Christmas, and does not currently foresee any significant changes for 2026.

9. Fundraising and social events

- 9.1 MO announced that the craft sale has been very successful and advised that a ladies' charity shopping event has been organised as well as the annual Christmas pudding evening.

10. Scripture quotes

- 10.1 The PPC agreed that the addition of a scripture quote to one of the windows in the church has been received very positively and therefore agreed for the extension of this to other windows.

11. International mass

- 11.1 MO raised that a suggestion has been made to hold the next international mass on Pentecost Sunday and the PPC approved this. MO agreed to revert to FG and YM to commence organisation.

MO

12. Car park management

- 12.1 MO noted that there were issues in exiting the car park during the last First Holy Communion and suggested that, for large events, some traffic patrol is necessary. The PPC agreed this was a good idea and, as large events approach, volunteers will be requested.
- 12.2 A concern was raised that the car park is being used inappropriately, with particular concern that this could impact the garage next door, who pay rent for use of the car park during the week. As KS owns the relationship with the garage, it was suggested she ask them if they are encountering any issues.

KS

13. Any other business

- 13.1** The PPC were reminded that CB turns 100 in December, and it was suggested that an afternoon tea be held for him prior to one of the Saturday masses. A date of Saturday 6 December at 15:00 hours was agreed upon and an invitation for people to bring sandwiches and cakes will be extended via the newsletter.
- 13.2** The PPC discussed the current website and KS' email in advance of today's meeting, where she had obtained quotes from the designer of St Anne's website. BW advised that Christ the King's website was created by a not-for-profit company and therefore could be a good option.
- 13.3** It was suggested that the websites of three fellow churches be reviewed for their look and feel and then decide which one St Michael's would like to mirror. The websites settled on were St Anne's, Christ the King and Sacred Heart.
- 13.4** The decision to refurbish or replace the noticeboard on the front of the church was deferred until a decision on the fabric of the church has been made. BT suggested that the noticeboard decision should be handed over to the finance committee.
- 13.5** The PPC were reminded of the need to undertake a fire drill at one of the upcoming masses. It was agreed that, once a date is settled upon, the parishioners will be advised at the start of mass that it will be taking place, accepting that it would not be appropriate to simply spring this on them.
- 13.6** It was suggested that, in the winter months, some meetings take place online. The PPC agreed for the November meeting to take place via Zoom.

14. Date of next meeting

Wednesday 29 October 2025 at 19:00 hours.

There being no further business, the meeting was closed with a prayer at 20:20 hours.