

**ST EDMUND KING & MARTYR**

**PARISH PASTORAL COUNCIL**

**MINUTES of MEETING – Wednesday 14 March 2024 in the Crypt**

Agenda item	Actions
<p><b>Present:</b> Mark Shakespeare; Fr Sean Connolly; RoseMarie Counihan, Tom Austin, Pamela Bailey; Maree Reilly, Sarah Truman; Sarah Farr at beginning only</p>	
<p><b>Welcome:</b> Mark opened the meeting.</p>	
<p><b>Opening Prayer</b> Fr Sean led the Council in prayer.</p>	
<p><b>Apologies:</b> Fr Mark Ashwood, Christopher Turner, Geraldine McKeag, Nicky Trask</p>	
<p><b>Sarah Farr – Living Crib and New Years Day meal suggestions:</b> Living Crib – a tableau of the Christian story utilising adults/children/animals for two hours perhaps 6-8pm on evening of 13 December, set up in the church porch with the side door open for visitors. Car park to be cleared for stalls, carol singing, potential other church involvement etc. (possibly via Churches Together) with lights and gazebos. Mulled wine and mince pies could be served. Perhaps the school could promote and provide a school singing group. John Saunders is happy to handle publicity and permissions etc. Imogen and Daniel happy to recruit children to play parts. Donation buckets could be available. PPC agreed to discuss and feedback to Sarah. It was noted that the Cathedral and St Mary’s do this also, usually at the end of November.</p> <p>New Year’s Day meal – a Christmas meal used to be held at St Benedict’s supported by Gatehouse and for those who may be alone at that time, including Parishioners. A Parish event on New Years Day could target those who may be alone but also be open to others in the Parish, both to be encouraged to bring a person (not just Catholic) who might otherwise be alone. Transport could be arranged by the Parish. Personal invites could be given to Parishioners who no longer attend in person, the Helping Hands group could help identify these. A Mass on that day is held and could coincide for before the meal. Sarah is happy to organise the catering, a meal consisting of cold gammon, potatoes, salad and brownie with cream to follow. Gluten free/vegetarian/vegan options would be available. Wine could be available. A charge of £5 a head would cover this or the Parish could consider subsidising. It was felt that a list rather than tickets would be best (list asking for dietary needs). A donation could be given on the day with a suggested amount of £5 a head. The PPC would organise the list and promotion side and help on the day. PPC agreed to discuss further and feedback to Sarah.</p>	<p><b>All</b></p> <p><b>All</b></p>

**Approval of minutes and matters arising:**

The meeting voted to approve the minutes dated 11.01.24, and these can now be added to the website.

**Fr S**

**Matters arising:**

1. Defibrillator – Chris to feed back at next meeting.
2. Door closures – fitted to the Choir loft doors but need adjusting; Maree was not able to find someone to adjust them. David Griffiths or the school caretaker may help to adjust or fit new ones. Maree will liaise with Catherine. Fr Sean confirmed we have permission to fit something to the side door of the church and builders will be asked to advise what type (as door closure may not be best option here).
3. Youth work update – Jane confirmed that Damien Wallace and Fr Mark are working on a Youth Group to begin in the summer. Volunteers will be sought, guidelines from the Diocese obtained and DBS checks made. Damien has the pool table key and wants to retain the table tennis tables.
4. Pigeon netting has been increased. Crypt carpet cleaning at cost of £60 approximately to hire a machine will be undertaken by Maree. Beakers have been purchased. The step to the crypt has been fixed.
5. Window pane/damp patches – Catherine confirmed the pane is part of a sealed unit and the cost to replace it all is prohibitive; the damp is part of the building work so when dried out the interior decoration will be made good.
6. Recycle bin – update at next meeting.
7. Vestments update – the group have started cataloguing the vestments and identified those which are no longer needed, Siem Reap may want those, Rosemarie will talk to Geraldine. A number of vestments and albs needed washing/ironing or dry cleaning and this has been done. Name labels will be added.  
A meeting was held with a textile conservator to look at six older vestments, all copes, to ascertain age, value, and conservation needs.  
The conservator will provide an estimate of the cost of providing a detailed report (to give description of vestments, potential value for insurance purposes, need for any preservation/conservation work with costings, and to include storage and maintenance advice).
8. Lights in car park – there are lights on side of church already and Fr Sean is looking at where the switches are so they can be used when we have events.
9. Deck area – the old bath and wooden benches have been removed. Shingle seems to be the best option, Maree will seek advice about type, amount and how to deal with the ‘creep’ issue of shingle, particularly at the side (by crypt door) and windows. Maree will arrange for uneven surface to be improved, and wall to be fixed hopefully by Parish volunteers, then report back to PPC on shingle costings with a view to volunteers laying it in the Summer break.

**CT**

**MR**

**Fr S**

**MR**

**ST**

**RC**

**Fr S**

**MR**

**Pastoral Report:**

Fr Sean confirmed that the Bishop wants to meet the PPC and the Finance Committee during his visit on 02.07.24. He will arrive at 4 so it was agreed that the meeting will be from 5-6pm in the crypt for tea and cake.

The Adult Faith Formation group will meet after Easter to plan the programme. The group includes Fr Sean, Rosemarie, Jane and Damien.

The Live Simply Award bid begins with a project in the school to make a prayer garden that the Parish will be able to use sometimes. Phyllis McGann is asking for volunteers via the newsletter. A fundraiser cake sale in aid of the project will be held at St Edmunds on the weekend of 23/24 March. A speaker from Cafod is available to talk to the Parish about the Award, possibly at an open meeting. Maree will talk to Phyllis about this.

Bereavement Support – now to be called Bethany Group – has met and agreed to start with small group work for Parishioners only. There is a great need for this in the area. It was noted that this is beneficial only after at least 6 months has passed since bereavement. The group may consider interim support before that time but needs to concentrate on the core need initially. Training via Zoom on setting up groups is planned and DBS checks are underway.

Safeguarding and Welcoming – Rebecca Bretherton is happy to run a training session for the Parish and this will be set up.

Dementia Support Group – Fr Sean met with the Suffolk Coordinator who is happy to lead a training session. This would be arranged later in the year, after the Safeguarding session has taken place.

Retreat Programme – it is hoped that two retreat days per year can be offered, perhaps one in the Crypt and one elsewhere (Walsingham, Clare, Cambridge etc.) and this would be targeted especially at Readers and Eucharistic Ministers. Finance for this to be considered with the days offered later in the year, one in Summer and one in Autumn.

Men's Group – continues to do well with some younger members joining. This is run by John D'Mello and Damien.

Lent activities are going well and are well attended.

**Financial Report**

Balances:

Current account: £16,500

Diocesan account: £113,00 (includes restricted funds)

**Social and fundraising update:**

Nicky was unable to attend due to work. Maree confirmed that three events are planned:

Quiz evening on 27.04.24

Pentecost International Mass and shared lunch 19.05.24

Motor Bike Race Night for Cambodia funds on 14.06.24

<p><b>Lawshall:</b>  Pamela reported that things are happening but very slowly. Repair to the house kitchen chimney is underway and vent bricks will be placed there, with storm dry masonry cream used hopefully to alleviate the damp problem. The cause has not been found and it may be due to the porous nature of the bricks. James has looked at the grounds and found three sides have ditches which need to be cleared out. Pamela asked that all posters etc. for events at St Edmunds be automatically sent to her to display at Lawshall. Maree suggested that Catherine could print and pass to the clergy who can take when they go to Mass on the nearest Sunday. Maree will ask Catherine to do this.</p> <p><u>Events planned:</u>  21.04.24 Concert by a Clarinet Quartet  22.06.24 Tea Party in the Crypt  28.09.24 Barn Dance at St Benedicts Saturday evening  16.11.24 Quiz in Lawshall Village Hall Saturday evening  08.12.24 Nine Lessons and Carols</p>	<b>MR</b>
<p><b>Cambodia:</b>  The Cambodia group decided to support the rice soup program in Taom for a second year and to also purchase a new motorbike for the satellite church of Saint Mary's. We are sending \$1,800 (£1477.53 approx) for the rice soup program and \$2,500 (£2035.59 approx) for the motorbike. Approximate total = £3,513.11.  There will be a family fundraising evening in the crypt on 14.06.24. The young people from St Benedicts are going to organise the evening, it will be a motorbike race night. Jane will do the catering to include burgers, hot dogs and soup.  The group need to decide how to spend the money in the education fund. Father Glenn from St Mary's Parish in Cambodia has sent suggestions and this will be discussed by the group.</p> <p>Matt Spiller has won a grant from government to send 12 Young people from the sixth form at St Benedicts to Cambodia along with several teachers. They will engage in a program to teach English to the Cambodian children. Part of the project includes for graduates from Norwich University to accompany the trip and meet the Cambodian teachers and then work remotely with them to improve their skills in Teaching English as a second language.</p> <p>The group would like to thank St Edmunds parishioners for their extreme generosity in the support of our twin parish in Cambodia.</p>	
<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• The website is really good and user friendly. Fr Sean will see where the church bank details are and make them more visible.</li> <li>• Sarah Green requested a bin with lid for the church toilet. Maree will get one.</li> <li>• Maree is away for the next meeting, Jane kindly agreed to take the minutes. Maree will send out paperwork etc. before the meeting and ensure the Parish is invited via the newsletter as it is an open meeting.</li> </ul>	<b>Fr S</b>  <b>MR</b> <b>JH</b>  <b>MR</b>
<p><b>Closing Prayer</b> and blessing led by Fr Sean.</p>	

**Dates of next meetings:**

9 May 2024 at 7.30 in the Crypt – **open to Parish**

11 July 2024 at 7.30 in the Crypt

**15 September 2024 at 12 noon in the Crypt – AGM open to Parish**

14 November 2024 at 7.30 in the Crypt