

Minutes of Joint Parish Life Group Meeting for Holy Rood & Our Lady & St James

Held in Holy Rood Presbytery on 17th January 2024 @ 7.00pm

Present

Fr D Humphries, Deacon Paul Green, 10 Parishioners from Holy Rood, 4 Parishioners from Our Lady's

Apologies

Mrs Veronica Andrews, Mrs Liz Vigurs

The meeting opened with a prayer.

Minutes

The minutes were read and passed.

Matters arising

An alteration to the minutes - First Holy Communion - 26 candidates, 10 of the candidates from Holy Rood school, the other 16 are from surrounding schools.

Fr Damian welcomed Deacon Paul and his wife Emma, he also welcomed the new Safeguarding Representative for Holy Rood, Emily Vickers.

Leprosy Appeal will take place on the weekend of 27th/28th of January.

Music Matters- Fr Damian stated that no additional insurance is required for those hiring the organ at Holy Rood. The hirers are using and paying for the use of the organ on a regular basis.

Christmas Liturgies - Fr Damian stated that he had received positive feedback about the liturgies at Christmas, the music was good and the Altar servers enjoyed serving at this special time in the churches year. There was an increase in attendance at all Christmas Masses.

HEALTH & SAFETY/SAFEGUARDING

Holy Rood H&S covering September 2023 - January 2024

Emma Green reported that she is in the process of being trained for her new role as Health & Safety Rep for Holy Rood.

Safety Tool Box - Emma also said that she will be undertaking Diocesan training for Safety Toolbox compliance procedures.

Fire Drill - A planned fire drill took place on December 10th at the 9:30am Mass. 200 parishioners, including Altar Servers, the choir and the Parish Priest and Deacon were successfully evacuated from the building in 1 minute 26 seconds.

The next fire drill will take place on Sunday 21st January after the 11:00am Mass.

****See attached report**

Fr Damian suggested that safety rails should be installed at both churches, at the Bell Tower Exit at Our Lady's and at the car park exit door. Sue K-D to enquire from the architect about this procedure.

Our Lady's H&S covering September 2023 - January 2024

Safety Toolbox Compliance Currently: One red flag.

****See attached report**

Safeguarding

Mrs Emily Vickers stated that 5 DBS checks had been completed for Holy Rood Parish and 1 DBS check completed for Our Lady's. Emily also stated that she has undertaken and will continue with training for her role as Safe guarding representative for Holy Rood and temporary rep for Our Lady's.

****See attached report**

Diocesan Audit:

Fr Damian has completed the audit forms for priests and will also participate in a Zoom meeting.

Extraordinary Ministers of Communion to the sick and housebound/Parish Visitors:

Fr Damian stated that the protocols are in place to protect both the Parish visitors and those they visit and should be adhered to. Visitors should visit in pairs on a monthly basis and record all visits made on behalf of the Parish on the Parishes' Record Sheets and handed in bi-monthly. The records to be kept in the Parish Office.

**** See attached report**

FINANCE

Quarterly Planned Giving figures were provided by Mrs Sue K-D

**** See attached report**

Fr Damian stated that due to high Insurance costs and the Diocesan Assessment expenditure outstrips the income in both churches for the last financial year. This year only Holy Rood is in that position.

**** See attached report**

<u>Holy Rood</u>	Current Account £16,803.00 As at 1 st January 2024	Deposit Account - £156936.75 As at 1 st January 2024
<u>Our Lady's</u>	Current Account £7,893.08 As at 1 st January 2024	Deposit Account £111,404.09 As at 1 st January 2024

Fr Damian stated that our joint average monthly Parish bank charges stand at £154.00.

Plans will be put in place to reduce these charges.

Therefore :- Cheques made out for the benefit of the Parishes must be for a minimum of ten pounds (suggestion will also be made for those who pay weekly to increase their cheque amount to cover a monthly rather than a weekly figure.)

DD/SOs - weekly donors to alter their instructions to their banks to cover for monthly payments.

These changes, when implemented, could save the parishes up to £90 per month.

**** See attached report**

FABRIC

Holy Rood - Mr Alan Fairbanks stated that the main project is the work on the Portal. Drawings are being made. Redecorating of the church doors is in hand and will take place when the weather permits.

External tree lopping and cutting back the shrubbery is being planned. The council have agreed to clear the bushes and detritus from around the bridge at the bottom of Castlereigh Street.

The architect is securing the relevant permissions to proceed with the removal of the loggia at the rear of the church. The preferred course of action is demolition of the existing structure with re-use of any salvaged stone to repair the damaged stonework.

Our Lady's - Fr Damian suggested that advice be sought in regard to upgrading the heating system, (the boiler has been a major problem this winter) remedial work and redecorating the church could also be considered at the same time.

SOCIAL

Holy Rood - Sharon Clarke stated that the Table top sale held on the Feast of Christ the King (November 26th 2023) was successful.

A discussion took place about possible future social activities. Monday March 25th for a possible flower arrangement class costing £15 per person, all flowers etc being provided.

Possible Lenten activities were also discussed.

Our Lady's - A possible joint Lenten activity with Holy Rood

CATECHESIS/PASTORAL CARE

Holy Rood - First Holy Communion candidates are progressing well. A suggestion was made that a sign-in sheet be used in future years to encourage Mass attendance when classes are not in session. First Communion Date - Saturday June 15th 2024 at 10:00am.

Sharon also said that Children's Liturgy started on Sunday 3rd December at 11:00am Mass. This has been very successful and will become permanent at the 11am Mass. Emma agreed to action any necessary health and safety recommendations for the activity.

Confirmation - Classes begin on Thursday 25th January at 6:30pm to 8:00pm. Confirmation will take place on June 12th at 7:00pm.

R.C.I.A - Mrs Christine O'Sullivan stated that 3 meetings took place in December, 2 people took part. There will be a further 3 meetings in Lent leading up to Easter.

Baptism - Christine said that there are 4 meetings per annum with up to 6 couples taking part. The next Baptism course will be on Sunday 18th of February at 2:00pm at Our Lady's. with the enrolment ceremony taking place at Holy Rood at the 9:30am Mass at Holy Rood on 25th of January 2024.

A.O.B

Mass provision in Holy Rood Parish

Fr Damian stated there has been a request for additional provision for the Syro Malabar and Polish Communities to celebrate Mass at Holy Rood. Commencing after Easter the Polish Mass will be held every 1st and 3rd Sundays of the month at 4:00pm. The Syro Malabar Mass will be on the 2nd and 4th Sundays of the month at 4:00pm. A rent will be paid by both communities and they will also be asked to become involved in and support the wider Parish. Once these additional Masses have begun an assessment will be made as to any future changes to Sunday Mass provision in the parish.

Easter Arrangements

CHURCH	DATE	TIME
HOLY ROOD	28th MARCH - MAUNDY THURSDAY	MASS @ 7:00pm
HOLY ROOD	29th MARCH - GOOD FRIDAY	STATION OF THE CROSS @ 10.30am SOLEMN LITURGY @ 3:00pm
HOLY ROOD	30th MARCH - HOLY SATURDAY	VIGIL MASS @ 8:00pm
OUR LADY'S	31st MARCH - EASTER SUNDAY	DAWN MASS @ 7:30am
HOLY ROOD	31st MARCH - EASTER SUNDAY	MORNING MASS @ 10:00am
	<u>STATIONS OF THE CROSS DURING LENT</u>	
OUR LADY'S	MONDAYS AND MON/TUES/WED IN HOLY WEEK	
HOLY ROOD	WEDNESDAYS AND MON/TUES/WED IN HOLY WEEK	
HOLY ROOD	SYRO MALABAR - FRIDAYS IN LENT	

PARISH STATISTICS

Attached for information

**** See attached reports**

Dates of Future Meetings: 17th April 2024 & 11th September 2024