

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

Held in Holy Rood Presbytery on 10<sup>th</sup> September 2025 @ 7.00pm

## Present

Fr D Humphries, 11 Parishioners from Holy Rood, 3 Parishioners from Our Lady & St James

## Apologies

Mrs Liz Vigurs, Mrs Josie Green, Miss Margaret Frost

Father Damian opened the meeting with a prayer.

## Minutes

The minutes were read and passed.

## Matters arising

Fr Damian proposed that future PLG meetings should have a different format. Fr Damian stated that he will produce a written report therefore allowing more opportunities for dialogue from those present at the meetings.

### \* see attached Parish Priest's report

Mrs Alison Bluett agreed to organise the placing of the photographs and certificate awarded to Betty Wade during her ministry as the parish organist at Holy Rood.

Mrs Alison Bluett stated that there are 3 ministers taking Communion out to the sick, 3 ministers from Our Lady's also take Communion to the sick.

N.B - All requests for visits to the sick must be made to Fr Damian in the first instance.

Mr Peter Griffiths enquired about the cost of producing the parish bulletin. Fr Damian said that the Diocese are encouraging more use of Social Media for providing parish information. Mr John O'Sullivan stated that the bulletin is available on the parish web-site, and that people can request for the bulletin to be e-mailed to them. It was stated that not everyone has a computer and appreciate having a paper copy of the bulletin. It was agreed to discuss the issue again at a future meeting.

Mr Stephen Parker asked if there was a ceiling on the amount of debt the parishes are allowed to have. Fr Damian stated that there was not a definitive figure on the amount of debt allowed.

## HEALTH & SAFETY HEALTH & SAFETY/SAFEGUARDING

### \*see attached reports

Holy Rood

Safety Tool Box Compliance - Currently 2 Red Flags

Flat Roof checks for the Presbytery, Gutter checks for Parish Hall - Mr Ian Wilkinson booked for 19th September to address these issues.

PAT check booked for 26/9/2025

Other Completed Works

Fire Alarm Service - Inspection took place 1/8/2025

Fire Extinguisher service - 20/8/2025

A fire-drill to be arranged.

Our Lady's

Safety Tool Box Compliance - No Red Flags

Premises Inspection - Inspections take place monthly

PAT testing - Booked for 26/9/2025

## Safeguarding

Mr Lee Redhead representing Mrs Sarah Redhead stated that Antoinette has started the DBS application to enable her to help with Holy Communion Preparation classes. Safeguarding training to be completed. Sawani has completed her DBS checks so that she can take communion out to the sick. Lee Redhead has undertaken a further DBS check for his Deacon Training directly with the Diocese.

## FINANCE

Quarterly Planned Giving figures for both churches are available on attached report.

<b><u>Holy Rood</u></b>	Current Account <b>£72,902.92</b> As at 1 <sup>st</sup> September 2025	Deposit Account <b>-£171,664.01</b> As at 1 <sup>st</sup> Dec 2024
<b><u>Our Lady's</u></b>	Current Account <b>£4,942.89</b> As at 31 <sup>st</sup> August 2025	Deposit Account <b>£123,540.84</b> As at Dec 2024

The Finance Committee meet on October 29th.

## FABRIC

Holy Rood

Alan Fairbanks reported that there is still some work outstanding. The toilet has been repaired. The roof tiles are forty years old, but this is not an urgent matter for consideration. The front gates will have metal gates fitted in front of them. Ian Wilkinson will check the flat roofs and gutters.

The QI found a few issues - Some of the stone work needs replacing asap, the lower levels of the back of the church need to be waterproofed. Fr Damian stated that there are substantial works to be undertaken. New Plans will be submitted, these to be discussed again at the next meeting. Stephen Parker presented a report (\* see attached) in regard to potential future use of the presbytery so as to generate income for the parish, should it not be required for clergy accommodation. Further discussions to take place at the next meeting.

## SOCIAL

Holy Rood

It was stated that the choral evening was very successful.

Jubilee 2025 - An Altar Servers' Mass will take place on September 20<sup>th</sup> 2025 at 10:30am with refreshments provided after Mass.

The U.C.M will run a Christmas Raffle.

Lee Redhead stated that some of the school children will be visiting the Shrine of Our Lady in Doncaster on Wednesday 8th October, the UCM will also be in attendance.

A Remembrance memorial will be held on the 13th of November at 7pm, refreshments to be provided.

Barnsley Singers will be singing on the 29th of November at 7pm followed by refreshments in the Church Hall.

On the 23rd November the Feast of Christ the King, the school children will lead the singing at the 9:30am Mass, all children most welcome to take part. Other parish activities may possibly take place on that day.

The children, led by Mr Edge, will be singing Christmas Carols at a date to be arranged.

A McMillan coffee morning will take place on a date to be arranged.

It is hoped to hold an International Mass in 2026, a possible date to be discussed 31st May (Trinity Sunday) at the next meeting.

## **CATECHESIS/PASTORAL CARE**

The Baptismal Course held in August had 5 couples attending. The next meeting will be held on November 16th, 3 couples are booked in for the course.

### **First Holy Communion**

The First Holy Communion course has 28 children registered to attend, a request to be made for Prayer Partners to prayerfully support the candidates.

Parents of First Holy Communion children will be encouraged to be involved with the catechesis of their children, also a course could possibly be arranged for the parents.

R.C.I.A : The new course will begin on Wednesday October 1<sup>st</sup> Christine O'Sullivan and Sue K-D will lead the sessions.

Mrs Alison Bluett confirmed that 3 Ministers of the Eucharist are taking Communion out to the sick. Three ministers from Our Lady & St James also take Communion to the housebound.

## **DIOCESAN PASTORAL COUNCIL UPDATE**

Mr Chris Harvey said that there are bi-monthly Diocesan Pastoral Council meetings. He had a meeting with Fr Damian in June to discuss his attendance of the meeting and how plans could be made to encourage other people. A discussion then took place about how to put in place some ideas resulting from the meetings. A suggestion was made that money could be raised for Barnsley Hospice. It was also suggested that the parish should change it's approach to evangelisation possibly using Social Media to encourage people. Chris said that minutes of his meeting would be made available.

## **A.O.B**

It was suggested that the names of readers and offertory people for weekend Masses be put on the bulletin.

Parish Bulletin : A further discussion took place about the cost and time involved in producing a weekly bulletin.

It was agreed to address this issue again at the next meeting. A discussion took place in regard to a food bank, this to be discussed at a future meeting.

### **\*see attached report**

Mr Stephen Parker has produced a report concerning the possible use of the former presbytery. It was decided to discuss the document in detail at the next meeting.

**Dates of Future Meetings: 21<sup>st</sup> January 2026  
22<sup>nd</sup> April 2026  
23<sup>rd</sup> September 2026**