

# Parish of St. Helen's, Ongar and St. Margaret's, Doddinghurst

## Pastoral Parish Council Meeting Minutes

The Presbytery, 25<sup>th</sup> February at 7pm

**Present:** Fr. Emile (FEN), Brian Sainsbury (BS) Chairperson, Chloe Rowles (CR) Vice Chair, Alan Chapman (AC), Bernadine Wrobel(BW) note-taker, Anne Robertson(AR), Alison Sainsbury (AS), Stanley Wrobel (SW), Peggy Maxwell (PM), Jane Gay (JG), Audrey McGill (AM), Susan Muckleston (SM), Bill Muckleston (BM), Margaret Payne (MP), Jenny Smith (JS), Carol Terry (CT), Mary Adams (MA), Sheena Mackintosh (SM)

**Apologies:** Sue Fahey

**Minute-taker:** B. Wrobel.

**Distribution:** Parish office Administrator, Bessem Njopa-Kaba (B N-K)

### Minutes of Meeting

<b>1</b>	Brian welcomed everyone to the meeting and Father Emile led the Opening prayer. (as it was Shrove Tuesday, AR had kindly made pancakes for everyone prior to the meeting)
<b>2</b>	Apologies as above
<b>3</b>	<u>Review of previous Minutes and matters arising.</u> Minutes of PPC meeting of 19 <sup>th</sup> November 2020 were agreed. <u>Matters arising and updates:</u> - a) St. Helen's church lighting -brighter light bulbs have now been fitted. b) Gifts were given to the child altar servers at Christmas. c) Anniversaries – invitations have been sent to Bishop Alan and Bishop Thomas. d) Partnership Plan – no change yet to Mass times. SM raised concerns that 8.30am is too early for some people and this should be considered when changes are being implemented.
<b>4</b>	<b>Chairman's Report</b> – (as attached) BS reminded us of Pope Francis's request to consider how we live our lives and their impact on the world's resources and for Christians to love God through their fellow man. Brian thanked all those who give so generously with their time to make us such an active parish. It has been decided to discontinue the Parish Fun Day and he thanked Chris Beith for coordinating the event for so many years.

5	<b>Finance:</b> The financial report for Q3 was shared with the meeting.
6	<b>Safeguarding:</b> AM, PM and AM updated the meeting on the progress of ensuring that all those who need a DBS are compliant. At present, there is an unfilled vacancy in the relevant diocese office which is causing communication difficulties. PM requested that she be informed when your DBS is renewed.
7	<b>Parish Partnerships:</b> AC informed the meeting that they are awaiting the Bishop's response to the Plan, and there will be no change to mass times yet. There has been a suggestion for a Partnership Quiz Night but no date yet set.
8	<b>Prayer Group:</b> - The group continues to meet fortnightly. There is a simple format of prayer and reflection. The group also communicate on-line and this is particularly appreciated by those unable to attend meetings. MP told us about the St. Martin's prayer group. AR said that there are many people in difficulties or in ill health who request prayers. She is informed of changes or when problems are resolved.
9	<b>Easter:</b> CT informed the meeting that some volunteers had come forward to help with the Lenten Lunches but others would be welcome. She urged all other parishioners to attend. The proceeds will be going to local charities and this event is popular and well supported by the people of Doddinghurst. It had been suggested that the Hall expenses were deducted before proceeds were donated but this was thought inappropriate as it is the only charity fund-raising event the Parish does. Walk of Witness – AS felt that the Walk was too long for many people who wished to participate. However, people can join at any stage and last year many started at St. Helen's. AM reminded the meeting that The Spring Fair is on 21 <sup>st</sup> March. AR will liaise with the administrator to get church service information in the Ongar News and BW will liaise with The Link. JS volunteered to do a leaflet that can be circulated locally. Easter eggs will be given to the children at the services. CR will purchase. Mother's Day – Daffodils for children to give their mothers, will be purchased by AS for St. Helen's and by JG for St. Margaret's.

<p><b>10</b></p>	<p><b>Anniversaries:-</b> St. Helen's 150<sup>th</sup>. The format of a service followed by a reception was agreed at the previous PPC. A sub-group will be meeting on 10<sup>th</sup> march at 6.30pm to complete arrangements. Bishop Alan has been invited. Other suggestions for invitation were; The Vicar General, Churches Together in Ongar and the Partnership. JS volunteered to design an invitation.</p> <p>St. Margaret's 50<sup>th</sup>. An invitation has been sent to Bishop Thomas. Arrangements have begun for this event.</p>
<p><b>11</b></p>	<p><b>Tables and Chairs for events at St. Helen's:-</b> JS and BW explained the urgent need for St. Helen's to have their own furniture to facilitate events. We are committed to two events in near future, the Ongar Festival and the 150<sup>th</sup> anniversary. We are unable to borrow locally as they will also be running events. To transport tables and chairs from St Margaret's is logistically difficult and adds to the work of our volunteers. This will be a one-off purchase and will greatly benefit the parish. The cost will be approx. £800. There was general agreement that this would be an appropriate expenditure and FEN agreed to the purchase. Basil Vaz is also exploring the possibility of a council grant towards this cost. AC/JS/BW to follow up.</p>
<p><b>12</b></p>	<p><b>AOB</b></p> <p>BS – Coronavirus Covid-19. In view of the present situation there was general discussion regarding the risk involved to our parish. There was general agreement that sensible precautions should be implemented. FEN will discontinue the sharing of wine at mass and the congregation should give 'the sign of peace' verbally/gesture but not by touch. This will be reviewed as more information becomes available. BW will liaise with B N-K to put this decision in the newsletter.</p> <p>AC Informed the meeting that Father Michael, who said Mass during FEN's holiday, was extremely complimentary about the way our parish is organised.</p> <p>BS - New Boiler at St. Margaret's is taking a long time to heat up. The installer is on vacation at present and will be contacted when he returns next week. Meantime the Caretaker has had to come in earlier to put the boiler on. This is very inconvenient as the hall is used by a Playgroup every weekday. There was general discussion regarding the change to a different heating engineer, which occurred when the old boiler needed attention/repair.</p>

	<p>However, the boiler is still under guarantee and hopefully the problem can be resolved soon.</p> <p>Some discussion was also held in relation to maintenance and upkeep tasks at St Margaret's and whether it still remained under the immediate responsibility of the Hall committee or was this to change.</p> <p>AR informed the meeting that she was saddened to witness conflict between two people outside the church, which seemed to stem from poor communication regarding roles and responsibility.</p>
<b>12</b>	<b>Date of next meeting – 5<sup>th</sup> May 2020</b>
<b>13</b>	Closing Prayer; Father Emile led the group in a closing prayer and BS brought meeting to an end.