**Minutes of Parish Advisory Council Meeting Held on Tuesday 19th July 2016**

**Present:** Fr. J Barnes, P. Dance, D. Richardson, T. Whitley, T. Doran, J. Birchall, D. Birchall, M. Macdonald, B. Macdonald, E. Utting, K. Waring, A. Lamberton, B. Lamberton, Sr. Mavis, Sr. Mary, M. Thomas, A. Dance, D. McGeachie, M. Schoning-Yates, S. McCallum, B. Pinto, K. Pinto, P. McIntee, S. O'Mahoney, C. Richardson

**Welcome and Opening Prayer**

Phil Dance welcomed everyone and thanked them for coming. Fr. John opened the meeting with a prayer.

**General Update**

Minutes of the Previous Meeting

Previous minutes were approved.

Matters Arising from the Minutes

The new Sanctuary is now in place and looking lovely. The remaining piece to complete the project is the installation of a stone lectern. Fr. John explained that the lectern should be stone because it should have a likening to the altar, equal attention should be given to both and therefore both should be of the same material. The stone lectern will hopefully incorporate the four stone panels from the stone pulpit taken from the memorial garden. A preliminary sketch has been drawn up by an architect of how the lectern could look using a panel on each of the four sides and with mouldings matching the altar and tabernacle base.

Falling Mass numbers was discussed and the idea of constructing a questionnaire to be handed out at Mass asking parishioners how they feel about their experience at Mass and what they feel could be better. The questionnaire would be anonymous and would contain questions with tick box answers. There was a question whether it should be piloted first but it was agreed that we should just go ahead with it to everyone.

Update on Parish Finances

David Richardson gave an update on our parish finances. David and Alan Lamberton have recently looked at cash flow within the parish concluding that the offertory collections cover parish running expenses but do not cover parish levies so the levies amount last year had to be taken from our diocesan savings account. Alan said he would put together a leaflet to inform parishioners about the deficit between parish contributions and parish outgoings.

Planned Events

Teddy bears picnic, parish barbecue and parish pilgrimage to Walsingham all planned for the summer. On 17th September a Macmillan Big Coffee Morning will be held in the hall.

**New Inititatives**

The New Evangelisation (Proclaim)

Phil and Anne Dance, Monica and Brian Macdonald and Fr. John have met to discuss the New Evangelisation. Monica felt that some people now went to church because they had to not because they felt the need or desire to attend. We should try to reverse this and make people feel that they choose to attend. It was suggested that we have a questionnaire as discussed earlier, try to get more people involved in parish life and encourage people to attend coffee after Mass. It was suggested that before the final blessing at Mass parishioners introduce themselves to someone they don’t know. It was suggested that we follow up and visit new parishioners and then maybe visit again a year later and also visit families of babies recently baptized to make them feel welcome. We could introduce a Youth Mass where the youth choose the music with drama and dance possibly included. Phil divided the meeting attendees into four and asked them to discuss that if there was one thing that would improve the Mass at St Felix what would it be. The four groups discussed for five minutes and concluded that the music should be more accessible to young people. The first hymn could perhaps be related to what the children would be discussing at children’s liturgy. Youth Masses could be introduced, possibly the new Confirmation candidates could be the back bone of these. It was felt that youngsters were disengaged and we should speak to them in a language which makes children and youngsters want to come to church. One group suggested that before Mass the 1st reader welcomes the congregation, introduces the readings of the day, and welcomes everyone into coffee after Mass.

It was agreed to move forward by forming a steering group with those who attended the Proclaim day on 21st May together with others who are interested. The steering group will discuss and steer ideas that come forward and evaluate answers received from the parish questionnaire. It was felt that Saturday mornings would be a suitable time to hold steering group meetings. Brian asked if there was a diocesan steering group but told no as each parish is individual. Once we decide what we believe will work for St Felix we can see if other parishes have done similar things and share their experiences.

15 people are interested in joining a Care Group which will be a parish group formed to reach out to people in need in our community. There have currently been two meetings to discuss the bare bones of the group. Volunteers will be police checked and they are currently looking at having a designated phone line for people requiring help to call. Posters with information about the group will be displayed at St Felix and the convent and there will be a brief talk from the pulpit to put a face to the group. The group hopes to be up and running by October.

**Any Other Business**

Dennis McGeachie said that a notice board detailing what happens in the parish as well as Mass times would be helpful and he would be happy to arrange for one to be made. Anne said that the phone number should be visible on the board and again Dennis agreed to sort.

We need to look at provision for people with special needs within the parish in order to meet the directives set out in the 1995 and 2010 Disability Acts. We need to carry out an audit within the Parish using the checklist available from Suffolk Coastal District Council. An implementation plan will then be put in place. If anyone can help Phil and Alan with this please let them know.

Phil asked if people liked the new format of the meeting with everyone sitting in a circle. Everyone agreed they liked it.

**Date of Next Meeting**

Tuesday 18th October at 7.30 pm

Phil thanked everyone for coming and Fr. John ended the meeting with a prayer.