

## PPC meeting - 10<sup>th</sup> July 2025

Attendees:

Fr Colin

BW – Chair

KS

SB

PM

PF – Minute Taker

Apologies:

MO'D

Deacon Brian

Opening prayer – Fr Colin

### Meeting Minutes

1. The Presbytery / Sacristy / Church
  - The insert brief about presbytery was added to the newsletter
  - Ks managed the initial cleaning of the presbytery
  - KS has obtained the convex mirror for the sacristy. **ACTION:** Fr Colin to ask at weekend Masses if anyone would be able to fix in the sacristy. Then decision to be made as to whether DBS checked person in the Sacristy
  - No response from request for the refurbishment of the notice board
2. Synodal Meeting
  - c. 35 people attended the inaugural meeting – a further 12 would have attended if available.
  - Once all comments have been correlated PPC will be reviewing and proposing way forward. **ACTION:** ALL PPC
3. PPC Retreat
  - Just to re-confirm:
    - 26th July @ St Katherine's Retreat House, Parmoor Ln, Frieth, Henley-on-Thames RG9 6NN
  - Teas and coffees included, but bring our own lunch
4. Parish Weekend
  - Quiz and Chilli night Saturday 27<sup>th</sup> September
  - **ACTION:** Brian to confirm talks
  - Produce and craft sale throughout weekend. **ACTION:** Marlena to produce poster.
  - PPC AGM following Sunday 10:30 Mass (September 28<sup>th</sup>)
  - Children's choir under investigation.

5. Jubilee Year
  - Pilgrimage walk to Our Lady & St Anne's (OLASA) and the Holy door (approx 4 miles on local footpaths). Date to be reviewed as Saturday 4<sup>th</sup> October not available as there is a wedding at OLASA. Sunday not deemed suitable due to late start after 10:30 Mass.
  - Fr Colin suggested maybe a pilgrimage to St Birinus at Dorchester-on-Thames
  
6. Safeguarding
  - **ACTION:** Brian to update on the 2-3 people interested in the role.
  - Meanwhile, Luciana has volunteered for the role. **ACTION:** Brian/KS to discuss with her.
  - Adult servers will need DBS, as will Eucharistic Ministers.
  - **ACTION:** Fr Colin to check on DBS requirement for multiple roles with Canon Paul
  
7. St Martin's Headmistress
  - KT is leaving St Martin's at the end of term. Mass to celebrate her time at school to be held at the 10:30 Mass on Sunday 20<sup>th</sup> July. **ACTION:** Fr Colin to check that she is available
  - Fr Colin not here that weekend so Mass will be celebrated by Fr Michael Doyle. **ACTION:** Paul to arrange for Fr Michael to be collected at 08:20 on 20<sup>th</sup> July.
  
8. AOB
  - Outstanding from previous meeting: Brian raised the need for additional altar cloths so that they can be washed regularly. **ACTION:** KS to investigate if we can get duplicates made to measure
  - Parishioner raised issue on Mass streaming not working. Issue has been dealt with and Brian has trained people how to set up
  - KS suggested maybe a prayer pilgrimage with the other churches. Further discussion required.

#### Summary of actions

- Fr Colin to ask at weekend Masses if anyone would be able to fix the mirror in the sacristy
- ALL to review and propose way forward once all Synodal data available
- Brian to confirm talks for Parish Weekend
- MO'D to create a poster for the produce sale during the parish weekend
- Brian to update on 2-3 people interested in Safeguarding role
- Brian / KS to discuss Safeguarding role with Luciana
- Fr Colin to check on DBS requirements for multiple roles with Canon Paul
- Fr Colin to check if KT is available to attend the Mass to celebrate her time at St Martin's
- PF to arrange for Fr Michael to be collected from Henley on Sunday 20<sup>th</sup> July at 08:20
- KS to investigate if we can get duplicates of the altar cloth made to measure
- ALL to review pilgrimage options
- KS to check if hall available for joint PPC/Finance meeting on 13<sup>th</sup> August

Closing prayer – Fr Colin

Date of next meetings:

August 13th, 7pm - Joint Finance and PPC meeting

September 24th, 7pm.