

# St. Thomas More Church, Hartley Wintney

## Minutes of Good Shepherds meeting number 2019-01 held on Wednesday 7<sup>th</sup> November 2019

### Present:

Patrick Wilson (Chair), Francesca Cornwell, Helen Wilson, Dinah Kennedy, Marian Duggan, Kath Budd, Janine Kilroy, Ruth Hudson, Pat Paul, Carole Johnson, Marie Linscott, Ann Hollis, Fr Wojciech, John Marcotti (minutes)

### Apologies:

None

#### 1 *Opening prayer*

The meeting opened with a prayer.

#### 2 *Previous minutes*

None

#### 3 *Open actions and matters arising*

We are re-launching the Good Shepherds group, so there are currently no open actions.

#### 4 *About this group*

This was the first meeting after the re-launch, so we started with introductions.

We agreed that this group would be called Good Shepherds. It will be composed not by elected representatives, but rather by any member of the parish who felt they would like to contribute. Therefore there is no set membership as such. We do however need somebody to chair the group; Marie was nominated and elected and she kindly accepted this role.

We all discussed what we felt was the purpose of this group and what direction we felt the parish should take. A few themes emerged:

- To support Fr Wojciech and to make the parish a place where everybody wants to come
- To attract more children
- To be more outward-looking, for example to share bible readings with the other churches
- To reaffirm our links with St Swithun's – we are one parish
- To organise parish events such as socials

#### 5 *Being more family-friendly*

Fr Wojciech stated that he would be happy for children to be altar servers, even if they have not yet done their First Holy Communion.

## 6 *Children's Liturgy*

We would like to provide a Children's Liturgy. Even though we do not currently have many children each week, once word gets out about the children's liturgy, more will come.

In order to do this, we must have adults who will run it. These adults must have undertaken safeguarding training and passed the appropriate police checks.

We need people to volunteer for child protection training and police checks. If anybody would like to be involved with the children's liturgy please make themselves known to Marie, and we will organise the training and the checks.

*Post meeting note: At the time of writing (24/11/2019) we have two volunteers to help with Children's Liturgy.*

## 7 *Nativity set*

There was a suggestion that the African nativity set we always use may be fine for adults but not ideal for children. Anne is therefore knitting a nativity set, that will be more accessible to children.

The intention is that the various characters will be introduced in stages throughout Advent and Christmas. For example, in the weeks before Christmas the shepherds could be looking after their sheep at the back of the church, the three kings could get closer to the altar each week but not arrive until Epiphany, and so on. Or maybe each week's characters could be hidden in the church for children to find and bring forward and put into position during the offertory.

It is not necessarily the case that the knitted nativity set will replace the African one, there may be scope for both to be used.

## 8 *Lectio Divina*

Fr Wojciech stated that Lectio Divina will start on the first Thursday in December (5<sup>th</sup> December) at 6pm at St Swithun's, and then will continue each first Thursday.

## 9 *Parish survey*

Fr Wojciech provided the results of the parish survey. These will be analysed to see what matters the members of the parish feel are important.

## 10 *Christmas services*

Fr Wojciech stated that this year's Christmas services at St Thomas More and St Swithun's will be the same as last year's, but may need to be changed in future because having to conduct four Masses in one day is too many.

So this year we will have a family service at 6:30pm on Christmas Eve. We need people to organise it. Marie and Carole will speak to people who have done tasks before (such as liturgy, hymns, flowers, nativity scene, children's pageant, Christmas tree, decorations, and so on) and see if they will be prepared to do so again.

*Post meeting note: Nicky Stevens has offered to provide the Christmas tree and decorate it.*

11 *Social*

We are too late for a Christmas social, so we will have a post-Christmas social instead. We are thinking about a party at the cricket club one evening in January. Ann will identify a suitable date and Ruth will speak to Chris Stanley about who can organise it.

12 *Rotas*

We identified that we have the following rotas:

<b>Rota</b>	<b>Coordinator</b>
Greeters	Kath Budd
Readers	Kath Budd
Openers and closers	John Marcotti
Eucharistic ministers	Carole Johnson
Second collections	Kath Budd
Coffee	Carole Johnson
Flowers	Carole Johnson
Cleaners	Kath Budd

All rotas are currently active and maintained except the Openers and Closers; this should be reinstated.

Also, rotas should include weekday Masses and Holy Days of Obligation where appropriate.

13 *Any Other Business*

It would be useful to have a list of emergency contacts in case something happens when the parish office is closed. For example, if somebody notices a plumbing problem, what should they do?

We should have a named "maintenance officer" to be responsible for looking after the fabric of the church (not necessarily doing the work themselves, but taking responsibility for getting it done).

The question was asked about how small purchases should be authorised and reimbursed. This should be done through the parish office.

Some of the chairs in the church have arms. We have moved many of them to the front row, to be more easily available to people with limited mobility.

The speaker on the organ has a fault. Janine has spoken to Paul Sudell, who suggested we should get an engineer to look at it. Janine will get a quote.

There was some discussion about whether we should get a better floor cleaner.

14 *Closing prayer*

The meeting closed with a prayer.

15 *Date of next meeting*

The next meeting will be on Tuesday 7<sup>th</sup> January.  
The meeting will be held at the church and will start at 7:30pm.

16 *New and open actions*

<b>Action Number</b>	<b>Description and update</b>	<b>Actionee</b>	<b>Status</b>
2019-01.01	Start up the Openers and Closers rota again	John Marcotti	Open
2019-01.02	Get a quote for fixing the speaker on the organ	Janine Kilroy	Open
2019-01.03	Speak to Tony Murphy to see whether we have our own bank account  <i>Post meeting note: Fr Wojciech has confirmed that STM does have its own bank account, and we should raise any requests via the Parish Office. Marie Linscott will coordinate this.</i>	Marie Linscott	Open
2019-01.04	Arrange a social in January	Ann Hollis and Ruth Hudson	Open
2019-01-05	Get details of the proposed floor cleaner.  <i>Post meeting note: Hedi has obtained details of the manual "Ewbank" type floor cleaner she requested and Marie will organise it.</i>	Hedi Lewis	Open

17 *Closed actions*

<b>Action Number</b>	<b>Description and update</b>	<b>Actionee</b>	<b>Status</b>