

2 August 2021

Present: Fr Matthew Jakes, Mary Egan (Chair), Jefin James, Sebastian Grab, Peter Fijalkowski, Mark Barnaby, Nuala Needham, Kirsty Matthews, Sam Hart (seminarian on placement)

Next meeting: **Monday 27/09/21, 7pm Sacristy at Holy Souls**

1. Welcome and Apologies

Nuala Needham and Mark Barnaby were welcomed as new members; and Sam Hart on his month's placement with us

Elaine Hemingway and Jefin James have submitted their resignations

2. Security of Church and House

It was agreed that the main gate to the Car Park and the gates to the street should be locked after services

3. Safety Precautions for Mass

A discussion was had about the continued risk posed by Covid and how effective compliance was with the voluntary observance of **hand-space-face-ventilate**, and registering attendance

Recognition that the past 16 months had been tough and the stewards needed a break, but some basic safety requirements remained

Weekly clean Saturday am now in place

Still need welcomers for Mass, to clean high frequency touch points after each service: end of benches, toilets if used. Put out new appeal, and identify someone responsible for each Mass

To acknowledge the concerns of those who are vulnerable and have been shielding the **Tuesday 9.30am Mass** each week will be a **controlled mass** booked on-line. Suggested **capacity 30**

Nuala and Peter offered to steward. **Start from 10.08.21**

4. Church House

Fr Matthew outlined two options:

- i. To proceed to rent out with John Marr acting as project manager
- ii. To invite a group of sisters to take up residence

A third option might be letting the house to a refugee family, and allocate caretaking responsibilities for the site

After discussion the meeting agreed that Fr Matthew explore the option of resident sisters.

5. New Sound System

Given the unpredictable problems with the current system it was agreed to procure a new digital sound system for c£2.5k. The Polish community will contribute to the cost

6. Memorial to Deacon Bernard Croft

The proposed memorial window is now too expensive, especially with the Covid impact on church finances. It was agreed to commission a memorial plaque as an alternative

7. Mass Times

The need for an additional weekend mass was acknowledged. From the weekend of 28/29 August there will be a **4.30pm Vigil Mass on Saturday**. The Sunday Mass will move from 9am to 9.30am. This would allow one priest to cover all four weekend Masses in an emergency.

Saturday morning Mass will now be: 9.30am; Polish at 11am; followed by confessions.

8. Pastoral Work

First Holy Communion

For those delayed from 2020 and some children of the East Timorese community catch up sessions are planned for September with celebration of the sacrament the same month. Kirsty will confirm the definitive list in consultation with Fr Liam

Eucharistic Ministers

Mary Egan and the existing team met on Saturday 31 July and agreed a visiting rota. Two or three names added with Fr Matthew's consent. A rota for assisting at Mass will be produced

9. AOB

Personal thankyou's to be sent by the Chair to all who stewarded during the past 16 months and made worship possible; and to Elaine Hemingway for her tireless contribution to the life of the parish over many years

Fr Matthew confirmed altar servers can now restart serving; A Readers' rota is being drafted

The meeting closed with a prayer