Saint Edmund's Parish Pastoral Council
Draft minutes of a meeting held on 8th August 2024

Present: Father Vincent, Tricia Davies, Elizabeth Hitchens, Kathleen Joyce, Christine Martin, Tony Matthews, Helen Murphy, Teresa Quinn, Brigid Rodgers, (Chair).
Paul Blake (Clerk).

Apologies: There were no apologies for absence.

The meeting opened with a prayer at 7.00.p.m.

Minutes of meeting held on 2nd May 2024
These minutes were approved.
Matters arising
The new Lectionary for use from the First Sunday of Advent has been ordered.
The kitchen area in the church hall had been tidied, it has been suggested that a suspended ceiling might be installed in the kitchen area.
It was reported that designs have been approved for new stained-glass windows commissioned in memory of a late parishioner. They will be installed in the two small windows at the rear of the church in the autumn.

Update on Sacramental preparation programmes
Baptisms: There has been one request to join a preparation course. Two baptisms are scheduled to be celebrated this month.
Confirmations: Confirmations will be celebrated during Mass at 7.00.p.m. on Wednesday 2nd October 2024. Christine Martin reported that six preparation sessions had taken place, two more were scheduled and a day away.
A meeting with parents is planned for 7.00.p.m. on 12th September 2024 to discuss plans for a reception at the school after the Confirmation Mass. There had been a poor response to an appeal for volunteers to help with this. Brigid Rodgers indicated that she would be willing to be at the school at the start of the reception but would need to ascertain how to gain access. Several members of the Parish Pastoral Council volunteered to help, and this would be co-ordinated by Katheleen Joyce.
Nineteen young people from Saint Edmund's and Saint Anthony's are due to be Confirmed. Tony Matthews and Paul Blake will ensure that the spare benches in the hall are repositioned in the church along with additional seating. Christine Martin agreed to speak with instrumental musicians about providing music for the Mass.
The rehearsal for the Confirmation Mass will take place on Thursday 26th September 2024 at 7.00.p.m. in the church.

Follow up items from the joint meeting with Saint Edmund's School held on 19th June 2024.
Brigid Rodgers will contact the Headteacher about the following outstanding items agreed at the meeting held on 19th June 2024:

- Confirming that the Headteacher will speak at Mass on Education Sunday, 8th September 2024, and that a school representative will speak at the evening vigil Mass on Saturday 7th September 2024.
- The school providing information leaflets for the church porch.
- Provision of school news items for inclusion in parish newsletter.
- Information leaflets about the school to be given to families starting a Baptism preparation course.
- Congratulation cards to be given to families at a child's Baptism. (It was agreed that if the school were to provide these the parish would organise distribution to the families concerned.)

Helen Murphy indicated a willingness to serve as a parish representative attending meetings of FOSE, (Friends of Saint Edmund's School). Brigid Rodgers will communicate this to the Chair of Governors.

Possible setting up of a parish email circulation list
It was agreed that there was no need at present for a computerised database of parishioners' details; Father Vincent is content with the paper hard copies he holds.
It was agreed that it was desirable to establish a parishioners' email circulation list, to be managed by the parish administrator based at Saint Anthony's, Melksham. This would enable urgent items to be widely circulated, along with any appeals for various volunteers. Such a list would comply with data protection regulations and personal details and email addresses would not be shared with any third party.
Brigid Rodgers agreed to contact the parish administrator to determine the most suitable method for collecting information from those who wish to subscribe to such a parish email circulation list.

Letter from a parishioner regarding choice of charities for the Parish Project
A letter to the Parish Pastoral Council had been received from a parishioner questioning the choice of charities for the Parish Project, requesting that the parish support local charities or schools. It was noted that the choice of charities to support is made in a fair way by voting at an open parish meeting and that the Parish Pastoral Council does not have any involvement in this process.
Brigid Rodgers agreed to respond to the parishioner concerned.

Discussion on an area from 'Called to be People of Hope': Ecumenism
Elizabeth Hitchens spoke to this area, noting that the word 'ecumenism' referred to 'worldwide Christian unity or co-operation'. She referenced writings of Pope Francis and Bishop Emeritus Declan indicating the need for a 'common witness for peace', and the starting point not being 'differences' but 'dialogue' to better grasp what unites. She drew attention to various ecumenical communities such as the Taizé community and the Iona community.
Updates from the Calne Partnership of Churches included: various new Ministers, the 'Messy Church' groups, the Lent talks and meetings, the Warm Spaces initiative, the Calne Foodbank and the 'Blue Bus' in Calne on Friday evenings.
Future events included: A 'Well Being' event to be held on 14th September 2024 from 10.00.a.m. to 3.0.p.m. at the Town Hall, the Fairtrade fortnight in September with a visiting speaker, a trifold Christmas leaflet, a possible Christmas tableau, and the need for a new Chairperson and Secretary for the Calne Partnership of Churches from January 2025.

Plans for the joint meeting with the Parish Pastoral Council to be held on 19th September 2024
It was agreed that the following items will be placed on the agenda for this joint meeting: Confirmations, joint Advent services, plans for joint events for the Jubilee Year 2025.

Any other business
Kathleen Joyce requested that updates on parish finances be a regular agenda item at meetings of the Parish Pastoral Council. It was noted that the Terms of Reference for the Parish Pastoral Council state that "parish finances are the work of the parish finance committee (Canon 537) and not the responsibility of the Parish Pastoral Council." Minutes of meetings of the Parish Finance Committee are regularly published and are posted on the parish website. The meetings of the Parish Finance Committee are open to all parishioners.

Items of any other business which were raised elsewhere at the meeting:
Dates of forthcoming meetings of the Parish Council and the Parish Finance Committee should be published in prior weeks in the parish newsletter.
Regular updates should be provided of any funds raised for the Parish Project.

Date of next meeting
The next meeting of the Parish Pastoral Council will be a joint meeting with the Parish Pastoral Council of Saint Anthony's, Melksham and will take place on Thursday 19th September 2024 at 7.00.p.m. in Saint Edmund's church hall. Brigid Rodgers will prepare a scripture reading.

The next ordinary meeting of the Parish Pastoral Council will be held on 21st November 2024 at 7.00.p.m. in the church hall. Elizabeth Hitchens will prepare a scripture reading.

The next section of the 'Called to be People of Hope' diocesan booklet is 'Vocations'; Father Vincent agreed to lead the discussion on this area at the next meeting.

The meeting ended at 8.45.p.m. with a closing prayer.