

St. Thomas More Church, Hartley Wintney

Minutes of meeting held on Thursday 26th June 2008

Present:

Geoff Jennings (chairman), Fr Dominic Adeiza, Claire Baldwin, June Walsh, Carole Johnson, Viviane Faye, Margaret Jennings, Anne Stanley, John Marcotti (minutes)

Apologies:

Pat Paul, Marian Sandle, Paula Simcoe, Kath Budd, Janine Kilroy

1. *Social*

1.1 *Harvest picnic*

We discussed ideas for a parish social, to get to know other parishioners better and to welcome new parishioners. In the first instance we are thinking of something within St Thomas More, not extending it to St Swithun's.

A harvest lunch was suggested. We decided that this would be held in the garden behind the church. In the event of rain we would have to move into the church instead.

We will not provide catering but will ask people to bring their own picnic lunch. The parish will provide wine and soft drinks.

We will borrow some tables from the Methodist church and some chairs from St Swithun's.

This event will take place at lunchtime on Sunday 21st September.

ACTION: Carole and Viviane will organise it.

1.2 *Other*

Some other ideas were mooted that could be held with the parishioners of St Swithun's:

- A periodic cheese and wine event
- A quiz night.

We agreed that no action would be taken on these for the time being, but we could perhaps consider them at some time in the future.

2. *Church matters*

2.1 *Church supplies*

We are now receiving our church supplies through St Swithun's. For example, we have just obtained 20litres of altar wine at a favourable price through St Swithun's.

2.2 *Bulletin*

We discussed whether we should produce a single weekly bulletin to cover both churches, but decided to continue with separate bulleting for the time being. However, we could give some thought to producing a bulletin in a more dynamic format, should the technology be available.

There is potential for streamlining the production of the bulletin, by emailing it to the office at St Swithun's where copies would be printed ready for one of us to collect. Fr Dominic noted that he himself would not have time to collect it from the St Swithun's office on Sunday morning. We will start using this new process in August.

2.3 *Children*

Two boys have indicated that they would like to be altar servers. Father suggested they could sit at the altar with the regular servers to learn the ropes and gain confidence, and help out by e.g. ringing the bell.

ACTION: Carole to propose this to the boys' mother.

We felt there are other areas of the mass where we can involve children more. One such is the offertory procession. The Greeter should identify possible candidates on their way in to church and invite them to take part in the offertory procession.

2.4 *Music*

It was agreed that during August we will continue having hymns at Mass.

2.5 *Cover for Fr Dominic*

Fr Dominic is not currently planning to go away on holiday, so the need for a supply priest is not anticipated. In the event that for whatever reason a supply priest should be required, he will himself be responsible for arranging it.

We mentioned that Fr Tim Jelf had covered very effectively for Fr David on a number of occasions and Fr Dominic expressed a desire to meet him.

ACTION: John to arrange a meeting between Fr Dominic and Fr Tim Jelf.

3. *Diocesan Year Book*

Some updates are required to our entry in the Diocesan Year Book:

- We are no longer under Fleet
- Fr Dominic should be listed as the priest in charge.

Updates must be submitted by 8th July.

ACTION: Geoff to prepare the updates and send them to Fr Dominic.

4. *Finance*

We have received a quotation for production of our quinquennial report, which is good for 3 months. We should wait a while before accepting the quotation.

We need a volunteer to manage the Gift Aid records. Broadly the duties are:

- To manage the record of who contributed what in case it should be required by the Inland Revenue
- Periodically to send records to the diocese.

We will ask at Mass for a volunteer.

5. *Web site*

The following ideas were put forward:

- Download of forms for baptism, confirmation, first holy communion
- A counter to count the number of visitors
- Minutes of meetings (e.g. this one!)
- Rotas
- Email for key parish roles
- Photos, for example of our forthcoming social.

6. *Miscellaneous*

The point was made that we should adopt a businesslike approach; minutes should be circulated, actions recorded and followed up.

We should try to get more people involved with various duties in the parish, without necessarily requiring them to join the Good Shepherds group. For example, a small number of people could form a 'focus group' to work on a particular task. We can start this process by trying to get a third person involved in the organisation of the harvest picnic.

Fr Dominic made the point that this parish is an autonomous entity, not a subsidiary of St Swithun's; we should ourselves be responsible for preparations for baptism, confirmation etc. without necessarily looking to Hook or Yatley for support. While some functions will be performed at LPA or cluster level, others are best performed using the skills and resources that we have within the parish.