



# The Catholic Parish of Stevenage Old Town

The Church of the Transfiguration of Our Lord · Stevenage Old Town  
Shared church of Christ the King · Symonds Green



## MEETING MINUTES

MEETING NAME	ORGANISER
Parish Pastoral Council	Sue Coy

LOCATION	DATE	TIME	DURATION	MEETING NUMBER
Old Town, Presbytery	23/01/2010	19:00	1 hour	017

DISTRIBUTION (Participants, Copies for information)				
ATTENDEES		APOLOGIES		COPIES
Father Frank	Fr.F	Liz Canavan	LC	Attendees plus: LC, MH, Sr.L, JM, Audrey Murphy
Sue Coy - Chair	SC	Maria Hoffman	MH	
Mark Cranny	MC	Sister Loretta	Sr.L	
Anne Francis	AF			
Kris Kasperowicz	KK			
Tony Lennon	TL			
Janet Page	JP			
Peter Stones	PS			
Jackie Swanson	JS			

**Type:** A=Action, D=Decision, S=Statement, I=Information

**Status:** New, Open, Outstanding, Closed, Superseded

**Priority:** 1=High, 2=Normal, 3=Low

**Date:** Date due, Date Completed, Date superseded

Item	Type	Description	Status	Pri.	Owner	Date
1.		SC opened the Parish Pastoral Council (PPC) meeting with a prayer.				
2.		After apologies for absence the minutes from the previous meeting were approved.				
3.	A	<p><b>Review of Christmas activities</b></p> <p>It was agreed that the Dressing the Christmas Tree session went very well: many families participated and it demonstrated that there is a need for more such events. It was suggested that this year we could have a Christingle and Carol service.</p> <p>The Nativity was well received on Christmas eve: as always, The Transfiguration was full-to-bursting.</p> <p>Another possible event for this year could be a Christmas Dinner for those who are alone. JS will contact other members of CTIS and see if other groups have any plans in this regard. Other</p>	Open	2	JS	

		members of the Parish who might be able to give advice/suggestions on this could be David Kissane and Pat & Shirley Hickey.				
4.		<b>Church Welcomers</b> PS felt that the Church Welcoming was a bit ad hoc and could do with a rota.				
	A	KK agreed to arrange a rota.	Open	2	KK	
	A	MC to arrange with Fr.F to place an announcement in the newsletter asking to volunteers.	Open	2	MC	
5.		<b>Outstanding Actions</b> Outstanding actions were reviewed.				
6.		<b>Next PPC meeting dates</b> The dates for the next PPC meetings were agreed as: 12pm Sunday 28 <sup>th</sup> February 12pm Sunday 18 <sup>th</sup> April 7pm Saturday 15 <sup>th</sup> May 12pm Sunday 13 <sup>th</sup> June  It was proposed that the Parish AGM be held on Sunday 11 <sup>th</sup> July after the 11am mass and be combined with a 'Bring & Share' lunch.				
	A	Advance notice for this meeting and requests for those wishing to serve on the PPC for the next 2 years to be announced in March/April.	Open	2	All	
7.		<b>AOB</b> SC asked what activities were planned for Easter and, in Sr.L's absence, what actions the PPC needed to organise (eg. eggs for the children etc).				
8.		After a prayer the meeting closed.				

<b>Outstanding Actions</b>						
1.	A	Several parishioners gave their contact details: contact needs to be established with them.  MC to coordinate list with rest of PPC and make contact with volunteers.	Open	2	All	Ongoing
2.	A	AF/TL to investigate social events, possibly in conjunction with the JHN Association.	Open	2	AF,TL	Ongoing
3.	A	Children and noise – Fr.F suggested trying a "child friendly" area to the left of the altar near the sacristy (closer to the loo for toddlers!)	Open	2	SC/MH	Closed
4.	A	Music – SC to arrange meeting of several parishioners and ask them to start a music group/choir for 6pm mass.  Announcement needed for newsletter asking for those interested to come to a meeting.	Open	2	SC/MC	Ongoing
5.	A	Compile a Parish Directory (distribute early February)	Open	3	MC	Ongoing

**NEXT MEETING**

At the Old Town Presbytery:  
12pm Sunday 28th February  
12pm Sunday 18th April  
7pm Saturday 15th May  
12pm Sunday 13th June

Parish AGM & 'Bring & Share' Lunch:  
12pm Sunday 11th July

The purpose of the Parish Council is to promote and support the pastoral life of the parish in all of its aspects, both when gathered as a worshipping community and in daily life.