



Saint Vincent de Paul

Catholic Church, Altrincham

St Vincent's Parish Pastoral Team

Minutes of meeting held on Wednesday 8th September in Westleigh

Attendees:	Fr Jonathan, Patrick Chaaya, Adam Donne, Penny Howes, Nick Hopkins, Alison Lowe, Mark Pniewski, Monika Timkovikova
Apologies:	Fr Joseph, Ruth Holland, Sha Hu

ITEM	CONTENT	ACTION
1	Welcome and prayers	
2	Apologies & welcome to new members: Adam & Patrick who are very welcome new members.	Note
3	Minutes of the last meeting – agreed	
4	Matters arising including actions (not including those already on the agenda): none	
5	Review of the Parish Prayer & its Promotion - PH reported that there had been some discussion of the amendments to the original prayer, as this was written by a parishioner for use by the Let Us Pray group and the Emmaus prayer group. After discussion with Fr J, it was decided to revisit the aims of the parish prayer and write a new one that would be suitable for all parish groups to use at the start of meetings and also for those visiting the sick and housebound, to encourage everyone to feel part of the larger community. - PH distributed a draft of a new prayer to the team. This was discussed at length and PH will circulate the text agreed to the team for approval.	PH
6	Growing our Faith <u>Advent 2026</u> - An Advent day of reflection with Gemma Simmonds has been confirmed for December 5th, 10.00–4.00 - Fr J/PH will put a save the date in the newsletter.	Fr J/PH

	A Pray and Reflect leaflet is planned, with resources for Advent, as well as a Pray and Reflect Advent service in church. PH will liaise with Anne O'Connor to fix a date and work on the content of both these.	
7	Faith in Action <u>Magnifica Humanitas – (infographics)</u> - Infographics will be circulated in or with the newsletter over 5 consecutive weeks. - The newsletter is currently publishing a series on <i>Dilexi Te</i>, and it was agreed it would be best to wait until this is complete. Fr J will find out from the office when this will be. - New year seems an appropriate time to raise awareness of <i>Magnifica Humanitas</i> and to be intentional about introducing the infographics.	Fr J
8	Growing Community: <u>Questionnaire feedback/Mass descriptors</u> - PH circulated a summary of the questionnaire results with a short description of each Mass, for approval by the team. - The intention is to circulate at Masses in around 2 weeks. - PH advised to let her know if there are any comments. PC asked whether the questionnaire had been helpful; the team agreed it had been a useful exercise, as it gave parishioners an opportunity to express their thoughts about the Mass they attend. In general, response rates were low but most comments were positive. <u>Welcome Sunday</u> - PH reported that this was mostly in hand. RH is not available this weekend. - Fr J agreed to be responsible for putting up the banners on Saturday. 5.30 Drinks and light refreshments. 8.30 – nothing 10.00/11.30 – Bacon butties 6.30 – basket of sweets - The Novena leaflet for the parish compiled by the Let Us Pray group will be distributed by welcomers at all Masses for Welcome Sunday. <u>Feedback re 8.30 am Mass Offertory</u> - This is now well established.	FrJ
9	Young People <u>6.30 pm Mass – 3rd Sunday of the Month</u> Someone needs to oversee the welcomers but this is to be discussed next month as RH is unable to do it this month as planned.	
10	Communication <i>Update on the E-notice board</i> – Peter Timkovic (guest) updated the team on the issues with the power and extension lead and the E-notice board being unplugged instead of the extension lead, which means restarting. Despite a notice asking not to turn off the extension, this still happens, so use of a bridge overlay is now planned. Welcomers need to be more confident that the board will turn on every time.	

	- Once the power issue is resolved PT will train welcomers to turn on and troubleshoot getting the slides to display. <u>Update on the newsletter format</u> - MP referred to the WhatsApp Team discussion about converting the newsletter PDF to a more readable format for phones. He has submitted 2 possible versions and the team will discuss this in more detail in November. <u>Website update</u> - This will also be prioritised for discussion in November.																	
5	AOB: A parishioner has expressed concerns in writing about the holy relic presented at all Masses one weekend in August – this has been discussed with Fr J and her concerns addressed. The next meeting in October is a prayer meeting.																	
6	Closing Prayer																	
Dates of future meetings	<table><tr><th colspan="2">PROPOSED PPT MEETING DATES 2026</th></tr><tr><td>Wednesday 14th October</td><td rowspan="5">Venue: Westleigh Time: 7.45 pm – 9 pm All meetings are subject to a quorum of 5</td></tr><tr><td>Wednesday 11th November</td></tr><tr><td>Wednesday 9th December</td></tr><tr><td>Wednesday 13th January 2027</td></tr><tr><td>Wednesday 17th February 2027</td></tr><tr><td>Wednesday 17th March 2027</td><td></td></tr><tr><td>Wednesday 14th April 2027</td><td></td></tr><tr><td>Wednesday 12th May 2027</td><td></td></tr><tr><td></td><td></td></tr></table>	PROPOSED PPT MEETING DATES 2026		Wednesday 14 th October	Venue: Westleigh Time: 7.45 pm – 9 pm All meetings are subject to a quorum of 5	Wednesday 11 th November	Wednesday 9 th December	Wednesday 13 th January 2027	Wednesday 17 th February 2027	Wednesday 17 th March 2027		Wednesday 14 th April 2027		Wednesday 12 th May 2027				
PROPOSED PPT MEETING DATES 2026																		
Wednesday 14 th October	Venue: Westleigh Time: 7.45 pm – 9 pm All meetings are subject to a quorum of 5																	
Wednesday 11 th November																		
Wednesday 9 th December																		
Wednesday 13 th January 2027																		
Wednesday 17 th February 2027																		
Wednesday 17 th March 2027																		
Wednesday 14 th April 2027																		
Wednesday 12 th May 2027																		
Date of next meeting	7.45 pm 14th October 2026																	