St. Peter's and Our Lady's Collaborative Pastoral Council

MINUTES

9 September 2026 @ 7pm

Present: Fr Stephen Day (Fr S), Martin Foley (MF), Paul Milton (PM), Gill Ayers-Hunt (GAH), Simon Tibke (ST), Anne Elson (AE), Ira Winter (IW).

1. Opening prayer

   The meeting opened with prayer led by **Fr Stephen**

2. Apologies for absence

   None

3. Minutes of meeting on 12 May (attached)

   The minutes were approved and will be shared with all parishioners.

4. Matters arising

   On parking at St Peter's, **Fr. Stephen** agreed to include a reminder in the newsletter.

   MF updated the group on the proposal for a WhatsApp channel to improve communication across Catholic Leamington. He explained it would be a one-way broadcast channel requiring a designated parish mobile number. **MF** agreed to liaise with **Fr. Stephen** on this.

   ACTION: MF

   The CPC revisited the idea of a dementia and carers' support group. **IW** agreed to speak with **Mary Holden** to clarify the need and scope, especially around spiritual support, transport to Mass, and prayer support for carers. Members noted the importance of understanding how many parishioners might benefit.

   ACTION: IW

   ST reported that the sponsored walk had raised over £1,600 for Our Lady's Vision, with donations still coming in. The CPC warmly congratulated **ST** on his efforts.

   A trial involving the lighting of St Peter's tower has been started. **AE** confirmed she had contributed towards the electricity costs.

   Our Lady's has been nominated for a Leamington Community Award for the lighting initiative, led by Richard Gordon. The CPC awaits further news.

5. Minutes of AGM 2026 on 7 June

The minutes were approved and will be shared with all parishioners.

6. Matters arising

   On bereavement support, **AE** explained that a support group already exists, sending anniversary cards and organising the annual Mass for the bereaved. Coordination is currently with **Mandy Shanahan**. Our Lady's parishioners are welcome to join the group.

7. Forty Hours Devotion and Eucharistic Miracles Exhibition

   IW reported challenges with volunteer numbers. Despite newsletter notices, many parishioners remain unaware of the event. She emphasised the need for personal invitations and clearer sign-up options.
   The CPC agreed that **Fr. Stephen** and **IW** would speak at Sunday Masses to promote the Devotion, with volunteers positioned at the back of church to encourage sign-ups. Posters and QR codes are ready and were distributed to CPC members.
   The exhibition requires display panels. **IW** has secured one set from St Peter's School and is exploring further options with Trinity and other schools. ST also offered to see if his school has panels he can readily access. If panels cannot be sourced, posters will be mounted directly on walls.
   Fr. Stephen, **IW**, and **PM** agreed to meet to confirm who will be leading the different times of guided prayer.

   ACTION: FR. STEPHEN, IW, PM

8. Parishes Mission 2027

   The CPC agreed that planning should not proceed until they meet with **Fr. Royston** (Redemptorists) to understand the structure of the mission, volunteer roles, and logistical needs such as transport, hospitality, and publicity. **Fr. Stephen** will arrange a virtual meeting, after which a dedicated planning group will be formed comprising volunteers from both parishes.

   ACTION: FR. STEPHEN

9. Our Lady's Vision initiative update

   ST and **GAH** reported strong momentum. The FIAT group (leaders of five subgroups) is now established and meets again on 30 September.
   A major grant application is underway following a successful expression of interest. Fundraising continues positively: roof tiles are nearly sold, and a curry night is planned. Total funds raised now exceed £55,000.
   Building assessments are progressing, with volunteers supporting maintenance planning.
   A recent visit from **Eric Kerwin**, CEO of the Archdiocese, was encouraging; he praised the positivity and clarity of the Vision process.

10. St. Peter's parish buildings

GAH presented a detailed paper outlining the urgent need for a long-term plan for St Peter's estate. She noted a unanimous consensus that a hall is essential to parish life & mission. However, she also highlighted rising maintenance costs, limited reserves, and significant work required not only on the hall but to the flat, Church and presbytery as well. The church interior redecoration alone is estimated at £1 million.

GAH outlined three options, but stressed these were not exhaustive:

- Maintain the status quo with targeted repairs.
- Sell the presbytery and convert the hall/flat into a presbytery and offices whilst keeping the main hall & Davenport room.
- Sell the presbytery and rebuild the hall complex with a presbytery above.

Members thanked **GAH** for her helpful paper. **PM** proposed a fourth option:

- Consider selling the hall complex and reconfiguring the presbytery/Church to include a hall/function/meeting space.

The CPC emphasised these are options for consideration. No decisions have been taken. IW expressed concern that there has been discussion around the issue for a number of years without any resolution. GAH offered reassurance that this is the purpose of the paper – to consider the St. Peter's estate as a whole and focus efforts on an agreed option in order to move forward.

It was agreed that a small working group should be formed comprising two or three representatives from each of the CPC, Finance Committee, and Hall Management Group. The working group would be tasked with evaluating the positives and negatives of each option, consulting with the entire parish by inviting parishioners to share their thoughts via the working group members and then reporting back to the CPC.

MF will convene the group's first meeting in early October. **Fr. Stephen** advised that the diocesan surveyor is available to advise, free of charge.

ACTION: MF

11. St. Peter's Planned Giving Campaign update

Fr. Stephen reported encouraging results:

- 12 new Gift Aid declarations
- Monthly increase of £511.53 (Gift Aid) and £413 (non-Gift Aid)
- Annual uplift of approx. £11,000

The CPC agreed to consider repeating the campaign next year, after the Parishes Mission.

12. Support for the neuro-diverse

PM shared insights from a recent workshop and proposed adding a newsletter paragraph offering a listening ear and reasonable adjustments. Welcomers will be encouraged to be attentive to hidden disabilities.

ACTION: PM

13. Safeguarding

No issues reported. Training opportunities remain available, via the archdiocese.

14. Communication to parishes

Positive feedback on the newly expanded newsletter was noted. The CPC discussed adding more youth content and making better use of the back page for posters advertising events in both parishes. The WhatsApp channel remains a work in progress.

15. Cluster and Deanery updates

The new Deanery Pastoral Forum Chair is **David McLaughlin**, from Wappenbury Parish. September's meeting focused on hopes and concerns for the Deanery and the wider Church. Minutes to be circulated when available. Our Lady's will nominate a parish representative to the Forum.

16. AOB

- **AE** advised that three parishioners have asked why Communion Services cannot replace weekday Mass when a priest is unavailable. **Fr. Stephen** explained that such services are intended for rural or mission contexts and may undermine unity when Mass is available nearby. Individual cases can be discussed privately. **Fr. Stephen** also noted that the absence of Mass on Mondays at St. Peter's is a temporary situation, caused by Fr. Kevin's current incapacity. **MF** offered support with transport for those unable to travel to neighbouring parishes.
- In response to a parishioner request, it was agreed that the Rosary before Sunday Mass can be prayed in the main church at St. Peter's rather than the side chapel.
- **AE** resigned from the CPC, explaining that she no longer feels able to take on responsibilities. The CPC expressed deep gratitude for her outstanding service to the Church over several decades. A replacement will be sought, noting that members first three-year term of office expires in 2027.

17. Date of next meeting

18 November 2026 @7pm (possibly at Our Lady's)

18. Closing prayer and blessing

Led by **Fr. Stephen**.