St Peter's and Our Lady's Collaborative Pastoral Council (CPC) Minutes

18 June 2025

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

1. **Opening Prayer**
   Led by Fr S

2. **Apologies for absence**
   Anne Elson (AE)

3. **Minutes of meeting on 13 May and AGM on 1 June**
   Approved, except for the following:
   13 May – GAH noted that, under 'matters arising', it would be more accurate to state that we submitted our vision statements by 'the date set by Eric Kirwan', rather than 'the agreed deadline'.
   13 May – on page 2 of the minutes, under 'Buildings and Finance', it was agreed that the final sentence of the first paragraph should more accurately read: 'Once the future of the St. Peter's parish buildings is clearer, the CPC agreed that a parish hall will be integral to the parish.'
   13 May – IW noted that her proposal that one of the smaller rooms in the parish hall be converted into a small oratory had not been minuted. MF agreed to correct the minutes.
   AGM – on page 2, it was agreed to amend the first sentence of Jonathan Holden's remarks to the following: 'Jonathan Holden suggested he had figures demonstrating that St. Peter's Hall was not loss-making for the period July 2024 to March 2025.'
   AGM – it was agreed that the paragraph recording Jeremy Lampitt's contribution should be amended as follows, 'Jeremy Lampitt enquired how the CPC and finance committee members were appointed. Fr Stephen advised that the Parish Priest is authorised to appoint the members of both committees, which are mandated by Canon Law. He further explained that both the CPC and the finance committee are consultative bodies.

4. **Matters arising**
   None.

5. **AGM debrief**

CPC members agreed that the AGM had been a very useful exercise, initiating several important conversations and initiatives that are ongoing. The CPC was delighted with the turnout and thanks were recorded to all those who attended and/or submitted contributions by email. PM and ST observed that the meeting concluded on a positive note and both parishes need to harness this momentum. Fr S reminded the CPC that since the AGM he had shared his own thoughts on the meeting with parishioners via the newsletter. Also, several excellent, positive ideas had since been submitted via the post-it notes at the back of both churches.

6. **Immediate next steps re buildings in both parishes**
7. **Action groups**

Agenda items 7 and 8 were taken together. It was agreed that the phrase 'renewal and revenue' was a useful way of summarising the immediate focus for both parishes.

Across both parishes, it was agreed that a campaign to increase regular giving was vitally important. This will be undertaken in collaboration with the finance committee. It was agreed that we should use the period between now and September to prepare the campaign, including financial figures demonstrating the running costs for each parish, a pulpit appeal script (to be delivered by CPC members or other volunteers) and collaterals (for example, gift aid forms). It was noted that the diocese should be able to assist with the latter, as the need to increase regular giving is common to most parishes in the archdiocese. The campaign will run in each parish over several weeks, starting in October 2025. In preparing the appeal we will be particularly conscious of those whose financial circumstances render them unable to increase their donation to the Church. Fr S and PM offered to work with MF on the campaign, together with one or more members of the finance committee.

ACTION: MF, PM, FR. S

Fr S offered to approach the members of the finance committee about posting their pen profiles on the Catholic Leamington website, as had been done for the CPC members.

ACTION: FR. S

Regarding Our Lady's it was agreed that ST and GAH will co-chair a 'Vision and Action' group to help parishioners and the wider community realise the parish vision shared at the AGM and now posted on the Catholic Leamington website, together with the vision for St. Peter's. ST and GAH will invite all those who volunteered to help at the AGM using the cards left on seats, plus any others, to join the action group. The group will report into the CPC but is empowered to devise new ideas and initiatives linked to the parish vision, meet as often as necessary and prioritise areas for action. The group's initial focus is likely to be, in no order of priority, the church roof, the hall, presbytery, heating and lighting. Fr

S agreed to share with ST and GAH all relevant reports to assist the group's deliberations, including the roofing report, RAAC report and architects' reports.

ACTION: ST, GAH, FR. S

Regarding St. Peter's, the CPC discussed the parish hall. Given the encouraging level of keenness to support the hall and the positive ideas that came from the AGM, the decision to close the hall at the end of 2025 was postponed. It will be reviewed once these ideas have been fully explored.

More generally, it was agreed that parishioners and the wider community should be invited to offer their feedback on the St. Peter's vision statement, now posted on the Catholic Leamington website. It was further agreed that those parishioners seeking to launch their own, independent initiatives seeking ideas for a parish vision should be invited to desist from doing so and support the work of the CPC. MF will liaise with other CPC members and parishioners to give effect to this.

ACTION: MF

Fr S offered to liaise with the architect to explore all options for the parish hall, together with the approximate cost of these options. These include refurbishment of the existing hall and flat and the demolition of the hall to be replaced by a new, purpose-built hall, parish office and flat/presbytery for the Parish Priest. It was also agreed that financial figures should be obtained for any ongoing, unavoidable costs that would be incurred even if the hall were closed for any time.

ACTION: FR. S

It was agreed that it would be prudent to postpone the creation of any action group(s) for St. Peter's whilst all this information is being gathered, options for the hall explored and feedback sought on the parish vision statement. In the meantime, MF will write to all those who volunteered their services at the AGM and since to thank them for their support and advise that we will be in touch to launch an action group(s) once several important issues have been clarified.

ACTION: MF

Finally, CPC members from St. Peter's agreed to convene on 10 July to consider non-building related ideas and initiatives proposed at or after the AGM and those ideas submitted by the Walking Together group.

8. **Communication to parishes**

The minutes of the AGM and this meeting will be posted on the Catholic Leamington website. Fr S will update the hall management group, the finance committee and, afterwards, parishioners regarding the decision to postpone closure of St. Peter's hall.

ACTION: FR. S

9. **Other initiatives**

Not discussed due to lack of time. However, the meeting on 10 July will consider these.

10. **Clustery and Deanery updates**

    MF offered to share the minutes of the Cluster meeting on 5 June with the CPC. The Deanery Pastoral Forum meets on 19 June.

    ACTION: MF

11. **Date of next meeting**

    10 July at 7pm at St. Peter's Presbytery (for St. Peter's CPC members but OL members are welcome too!)

    The meeting concluded with a prayer and blessing, led by Fr S.