St Peter's and Our Lady's Collaborative Pastoral Council (CPC) Minutes
14 January 2025

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

Apologies: None

1 Opening prayer – led by Fr S

2 Welcome and introductions
All council members were present.

3 Minutes of the last meeting
Agreed apart from the following:

- Item 7 should read 'Parishes Action Group', rather than 'Parishes Rescue Group'.
- Item 7 – Savills (not the diocese) are preparing proposals for the future use of the hall and presbytery.
- Item 7 – this should be titled, 'Buildings and Resources'.

4 Matters arising

- As the November minutes had only just been approved, they had yet to be posted on the Catholic Leamington website. In future, it was agreed that once draft minutes are circulated to the CPC, members should submit any comments or corrections to the Secretary within two weeks, whereupon the minutes would be considered approved and posted on the Catholic Leamington website and inserted into the red folders at the back of both churches.
- Relationship with Walking Together – due to the delay in publishing the minutes of November's meeting, Walking Together (WT) is unaware of the action arising from the meeting. WT meets on 16 January and again on 30 January. MF hopes to attend the WT meeting on 30 January, by which time the minutes of November's meeting will be in the public domain. He will liaise with AE on meeting WT.

ACTION: MF

5 Buildings and Resources
Progress is being made with the building works at OL. Tenders have been issued for the roof work. An electrician is sourcing the part required to repair the blowers, so the heaters will soon work properly.
Progress is slower at St. Peter's. An inconclusive report has been received from Savills regarding the hall, but nothing regarding the church and presbytery. It was agreed to postpone further discussion until a full report covering the hall, church and presbytery is received from Savills.
Regarding the hall, information was presented showing that the hall made a net loss of over £10,000 during 2024. Without spending a lot of money which the parish does not have it is hard to see how these figures can be improved. The Finance Committee will be asked to say for how much longer they thought the parish could carry this. To help the CPC consider future options

once the Savills report is received, the CPC agreed to conduct an audit covering the halls in both parishes to identify levels of usage by parish groups, including frequency and number of attendees. The CPC is committed to ensuring that, whatever transpires regarding St. Peter's Hall, parish groups continue to have somewhere to meet. The audit will be completed by the end of January 2025. AE agreed to liaise with her husband, Roger Elson, to produce a draft audit questionnaire, to be shared with the CPC for feedback.

ACTION: AE

Discussion took place regarding bereavement support, funeral planning and legacy giving. It was noted that WT is also looking at these issues. The CPC agreed that November would be the ideal month to undertake some activities on these issues, possibly in collaboration with our Cluster. It was further agreed to raise this proposal at the Spring CPC AGM.

6 Parishes Action Group Proposal

The draft terms of reference were noted. Rather than seek to establish such a group now, it was agreed to present this concept to the parishes at the CPC AGM and seek volunteers to assist with fundraising, communications, social and other initiatives. It was further agreed that should any such group(s) be established, it should report to the CPC.

7 Communication to parish communities

The draft template pen portrait was unanimously approved. Members agreed to submit their pen portrait to AE by the end of January 2025. An additional sheet will be added to one of the weekly newsletters in February, introducing the CPC, including the CPC members' pen portraits and advertising the AGM.
It was agreed that the AGM should be on Sunday 1 June at 3pm in St. Peter's Hall. All parishioners are warmly invited.
Parishioner concerns with the sound system at St. Peter's were acknowledged and an engineer has been asked to investigate. The system requires an upgrade, which would be done as and when the church is refurbished. Fr S agreed to seek a ballpark figure for a sound system upgrade. It was also suggested that the newsletter could advise those with hearing difficulties to sit near a speaker at St. Peter's, rather than at the back or sides of the church.

ACTION: FR S

8 Jubilee Year plans

Discussion took place regarding how Catholic Leamington should participate in the Jubilee Year. It was noted that a Deanery pilgrimage to Littlemore, Oxford, where St. John Henry Newman studied and was received into the Church is planned for Saturday 15 March. The Diocesan Kenelm Youth Trust plans a special Mass at St. Chad's Cathedral. It is planned to repeat the Warwick Martyrs' Walk in August. It was also agreed that Catholic Leamington should explore convening a monthly Jubilee Year prayer service, hosted alternately in the parishes and concluding with Benediction or something similarly appropriate. MF, IW and Fr S will liaise further about this.

ACTION: MF, IW, FR S

9 Deanery and Cluster update

Deanery Pastoral Forum meetings will take place as follows:

27 February – Rugby
19 June – Kenilworth
20 November – Banbury

Each Cluster has been invited to meet prior to each Deanery Forum meeting. Fr S, AE and MF attended the first Cluster meeting. It as an informal gathering at which all parishes in our Cluster were represented. All agreed that it was most worthwhile in building relationships and strengthening communication.

10 Date of next meeting
11 March 2025 at 7pm at St. Peter's. A meeting may be convened before then if the Savills report is received.