



Good Shepherd Parish Think Tank Meeting- 18th March 2023

Attendees: Isaac Amieghemen, Pat Faulconbridge, Polly Jarvis, Philip Martin, Fiona Mackenzie, Fraser Sanders, Adrian Staiano, David Staiano, Christine Thomas, Jo Turner and Cath Verhoeven. Fr Philipp Ziomek also joined the latter part of the meeting after Saturday morning confessions.

Fraser chaired the meeting.

1. Opening Prayer

The meeting opened with a prayer led by Fraser.

2. Notes of the previous meeting held on 18th February 2023

The notes of the previous meeting were accepted as an accurate record. It was however clarified that the reference in the notes to safeguarding being an agenda item for each think tank meeting related to the governance perspective of the parish's safeguarding arrangements. **ACTION- Philip** to post the notes on the think tank's page on the parish website and on the notice board in the church narthex.

a) Rescheduled Mass times – it was re-emphasised that the revised Mass schedule for Good Shepherd and St Anthony's was working well and that overall week-end Mass attendances had not been adversely affected by the changes. Mass attendance at St Anthony's is increasing and the numbers attending Mass each week-end at Good Shepherd are averaging 614 thus far this calendar year- approximately 8% down on the pre-pandemic average attendance. However, there remained concerns about the limited time Fr Philipp now has to engage with parishioners after the 9.45am Sunday Mass at Good Shepherd and the pressure he is under to get to St Anthony's in time for the 11.15am Mass. It was recognised that ultimately the decision rests with Fr Philipp, but there was a view that the current arrangements may not be sustainable in the longer term given the demands being made on Fr Philipp in celebrating four Masses each Sunday.

3. Draft outreach leaflet

Consideration was given to the outreach leaflet drafted by Isaac and Philip.

With Fr Philipp's agreement, Adrian is in contact with the NG5 magazine about publicising the parish's arrangements for Holy Week and Easter. It was agreed that, depending on the cost, this proposed approach might be extended to some of the other NG publications and could also cover our outreach arrangements. **ACTION- Adrian** to email Philip when feedback has been received from the NG5 publication

so that the parish finance committee can be canvassed by email to agree to the cost involved.

Adrian advised that the parish leadership team had already agreed in principle to the production of the proposed outreach leaflet so further approvals are not necessary in that respect.

The following additional points were made with regard to the draft leaflet:

- It was felt the draft was very comprehensive but might be too detailed for some readers. It was suggested that it might be helpful, if possible, to reduce the amount of information in the leaflet and instead produce more than one edition per annum, recognising that some details (eg Mass times) should be included in each edition.
- The parish social media outlets should be appropriately profiled in the leaflet.
- Christine will provide Philip with information about St Anthony's outreach arrangements for inclusion. **ACTION- Christine** to email the details to Philip.
- The leaflet might helpfully be made available, on request, in other formats. It was suggested that the diocesan media and communications team might be able to help in that respect.
- It was agreed that the leaflet should be produced as an A5 double-sided glossy publication and, if possible, should include graphics or photos to make it more attractive.

ACTION- Philip to consider modifying the draft accordingly and arrange for it to be progressed, subject to Fr Philipp approving any costs involved.

It was reported that other outreach related developments include work led by Rebecca O'Connor to produce parish bereavement cards and other work under way to publicise the parish's support for the Arnold foodbank.

4. Parish liturgical calendar

Consideration was given to the parish liturgical calendar for the next two months as agreed at the think tank's previous meeting. No additions were suggested at the meeting but the following points were made:

- Confirmation candidates are being encouraged to volunteer to have their feet washed at the Maundy Thursday service on 6th April.
- The May crowning ceremony involving the children's liturgy group may possibly have to be moved from 1st May to Sunday, 30th April to ensure optimum participation.

- A separate calendar, available on the parish website and in the narthex, would be helpful to publicise parish social events, including the annual parish bazaar and meetings of the parish friendship group etc.
- The liturgical calendar should be produced annually as early as possible in advance and could subsequently be updated as necessary. It should be possible to do this without waiting for the publication of the diocesan Ordo each year given some dates are fixed and other moveable feasts, such as Easter, are known well in advance. **ACTION- Caroline (Smith)** to consider.

5. Delivery of Easter cards to neighbourhoods

Adrian confirmed the arrangements that had been made to distribute the packs of the parish Easter cards through our primary schools as well as by parishioners. 1250 cards have been produced this year and the distribution arrangements will hopefully ensure a wide coverage in neighbourhoods within the parish. It is intended to extend this approach to the parish produced Christmas cards at the appropriate time and also to use the NG publications to publicise such parish events.

It was also agreed that we should publicise the arrangements and include links on the parish Facebook and Twitter pages. **ACTION- Adrian** to follow this up.

It was also suggested that future such publications could usefully include a QR code to link to the parish website. **ACTION- David** to advise on this approach at the appropriate time.

6. Children's liturgy noticeboard

It was reported that Sarah Williamson is looking to produce a notice board for showcasing the children's liturgy group's activities. The number of children attending the group is increasing since its programme of activities was restarted. The think tank confirmed it supported the noticeboard proposal but recognised that Fr Philipp would have to approve any related costs that need to be met from parish funds.

7. Safeguarding

Christine advised that she and Julian Caesar, as the parish safeguarding representatives, are to participate in a new diocesan training programme in the near future.

8. Any Other Business

- a) **Defibrillator-** it was agreed that Fiona would investigate whether the parish would be able to install a defibrillator and whether any charge would be applicable given there is already one in the general locality of the church, albeit its location may present accessibility issues for elderly parishioners. **ACTION- Fiona** to pursue and report back.

- b) **Membership of the think tank-** Fr Philipp queried whether we needed to do more to ensure the active representation on the think tank of the parish's schools and our music ministries. In response it was suggested: (i) one or both of the lay chaplains for our schools should be invited to join the think tank **ACTION- Fraser** to follow up and advise Philip in due course; and (ii) Robert O'Farrell should be consulted about representation from the parish music ministries. **ACTION- Philip** to contact Robert about this.

9. Date of next meeting

It was confirmed that the group will next meet in the parish centre from 11.00am-12.30pm on Saturday, 27th May 2023.

10. Closing Prayer

The meeting closed with a prayer led by Fraser.