



Good Shepherd Parish Think Tank Meeting- 23rd March 2024

Attendees: Isaac Amieghemen, Julian Caesar, Kevin Farrell, Nicky Gudgeon, Theresa Joseph, Ann Lynch, Ron Lynch (Chair), Philip Martin, Janet Myers, Michelle Swann, Sarah Sweeney-McGinty, Christine Thomas, Helen White and Sarah Williamson.

1. Opening Prayer

The meeting opened with a prayer led by Ron.

Prayers were also offered for Canon Dolan and for Reg Carter's father (Sarah's grandfather), both of whom had died recently.

2a. Introductions

As there have been a number of new think tank attendees at recent meetings, members introduced themselves. A particular welcome was extended to Kevin Farrell, attending the meeting on behalf of Christ the King Academy.

2b. Notes/follow up of the previous meeting held on 20th January 2024

The notes of the previous meeting were accepted as an accurate record. **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) Amalgamation of Good Shepherd and St Anthony's- Nicky and Christine reported that they had been asked by Fr Philipp to write to the Bishop, confirming that St Anthony's had been appropriately consulted about the proposed amalgamation. It was confirmed that the consensus from St Anthony's was that the arrangements should be implemented as soon as possible.

b) Parish defibrillator- mention was made of the incident at Good Shepherd the previous Sunday, when a parishioner was taken ill during the 9.45am Mass and emergency services were summoned. The parish pastoral team had subsequently agreed that the parish's emergency planning procedures should be reviewed in the light of the incident. Work on locating the defibrillator on the parish community centre external wall will now be accelerated following the parish electrician's return from holiday. The parish first aid kits are also being checked to make sure they are appropriately stocked.

The St Anthony's church representatives mentioned that their church first aid kit was up to date but they had not had a recent health and safety audit. It was acknowledged that until the amalgamation of the churches takes place the responsibility for the audit currently rested with Our Lady of Victories at Southwell but the position should be drawn to the attention of Fr Philipp. **ACTION- Fr Philipp** to note and follow up as appropriate.

c) Good Shepherd Church Diamond Jubilee- Ron reminded colleagues that suggested items for the Jubilee display (eg photographs, 1st Holy Communion pictures etc) were urgently required, as requested in recent editions of the parish newsletter. **ACTION- Think Tank members** to consider and submit suggested items to the parish office as soon as possible.

3. Good Shepherd Church Diamond Jubilee-progress report

Ron provided an update on the Jubilee programme:

- Unfortunately, there was not a good response from the parish to the tour of the Mary Potter Heritage Centre on Regent Street in Nottingham, with only five parishioners in the event attending. The visit had been very informative, however, and was highly recommended. It is understood that new parish Confirmation students will in future be invited to visit the centre as part of their sacramental preparation programme. Ron is the contact for arranging parish visits and it was noted that Caroline Smith is also involved in supporting the centre's visiting arrangements.
- We are still looking for more parishioners to join the Jubilee organising committee to ensure a wider spread of ideas and responsibility for the programme of events. **ACTION- All Think Tank members** to consider again and advise Ron if they are prepared to be involved.
- "Divine Mercy Sunday" is on 7th April 2024 and Caroline Smith is arranging a Holy Hour devotion to support this. A procession from the park adjoining Good Shepherd Church is to be arranged to precede the devotion and it is proposed to publicise this in the parish newsletter.
- The "Crowning of Mary" on Sunday, 5th May 2024 will be led by Caroline Smith and Sarah, involving the children's liturgy group. The date for this may however need to be reconsidered in the light of the "Safeguarding Sunday" address which is now scheduled for the same day.
- Tours of the Good Shepherd Church are still under consideration as part of the Jubilee programme.

Helen reported that it will not be possible to organise a flower festival as part of the programme as originally envisaged as, unfortunately, the support required is no longer available. Instead, it is now proposed to invite parishioners to sponsor a flower event to take place on or around Ascension Day (Thursday, 9th May 2024) involving a target of up to 60 posies to be on display around the church and to include commemorative messages about deceased family members or

other prayer intentions. It is also proposed that some larger displays of flowers will be commissioned from the parish's schools. It is also hoped that the Cathedral will provide an appropriate display.

Running alongside this, it is proposed to have a children's art competition involving our schools, on an optional basis. **ACTION- Helen** to email the schools about this.

It was reiterated that anyone in the think tank who is interested in being involved in helping to plan the flower arrangements for the Jubilee programme should contact Helen and Michelle as soon as possible. **ACTION- All Think Tank members** to consider and advise Helen/Michelle if they are willing to help.

4. Bishop's Jubilee Mass

Ron advised that it had now been confirmed that the Jubilee Mass at Good Shepherd will be celebrated by the Bishop at 6pm on Saturday, 22nd June 2024. This will need careful planning as a major celebration in the life of the parish. It is proposed that a small group should be formed to join Reg and Ron in working on the detail for the Mass. **ACTION- All Think Tank members** to consider and advise Ron or Reg if they are willing to help.

The following suggestions have thus far been identified for the event:

- A guest preacher to be considered, such as Archbishop Malcolm McMahon or the Papal Nuncio. **ACTION- Ron** to confer with Fr Philipp in the first instance.
- Parish ministries and our schools to mount displays about their ministries in the parish centre, for parishioners/visitors to visit after the Mass. **ACTION- Parish ministry leads** to consider.
- Our schools should be appropriately involved in the liturgy of the Mass.
- The list of dignitaries to be invited needs finalising. **ACTION- All Think Tank members** to consider and advise Ron by email if they have any ideas as to who should be invited.
- It is proposed there will be a celebration meal/shared table in the parish centre after the Mass.
- It is suggested that a special cake should be baked for the event. **ACTION- Sarah and Christine** to advise whether they can identify anyone who may be able to help.
- Music arrangements- our parish folk group to be involved. It was also suggested that perhaps the Cathedral Choir could join with the parish choir for this event. **ACTION- Ron** to contact Greg Treloar, the diocesan musical director, to explore this possible approach.

- As previously mentioned, the parish display needs to be developed as soon as possible.
- The event will need to be publicised as widely as possible through local media channels, including the local press.

5. Parish social media and communications policy/calendar

Sarah outlined the proposed policy and took the group through the calendar of events which now incorporates the church Jubilee programme.

It was agreed that colleagues should email Sarah if they have any comments on the draft policy or if they are able to identify anything that should be added to the calendar. **ACTION- All Think Tank members** to consider and email Sarah as appropriate; thereafter the policy to be finalised and circulated accordingly.

It was also agreed that the calendar should be updated and brought to each meeting of the think tank to facilitate forward planning in the parish. **ACTION- (a) Sarah** to update the calendar accordingly; and **(b) Philip** to include the updated version on the agenda for each subsequent think tank meeting.

6. Safeguarding

Julian and Christine reported. Key points were:

- Julian and Christine meet regularly to review arrangements across the two churches. They have also recently had training on the background to sex offending in the church.
- There will be presentation on safeguarding, using a script prepared by the diocese, on 5th May 2024 which is “Safeguarding Sunday”. It was recognised that this will potentially clash with the “Crowning of Mary” arrangements. **ACTION- Sarah** to consider and if necessary move the “Crowning of Mary” event to a different date.
- There is a new diocesan register of staff and volunteers.
- At Good Shepherd, there are currently 101 DBS checked volunteers and 24 registered non-DBS checked volunteers, with many volunteers undertaking multiple roles. Numbers fluctuate depending on who leaves or joins the various ministries at any given time.
- At St Anthony’s, there are currently 11 DBS checked volunteers and 14 registered non-DBS checked volunteers, with some roles again overlapping.
- The Catholic Safeguarding Standards Agency is undertaking a safeguarding audit across the diocese and this will involve both the Good Shepherd and St Anthony’s churches.

- It was reiterated that under the diocese's safer recruitment policy, all new non-DBS volunteers are now required to complete a DBS1 form which includes identifying two referees. The parish safeguarding representatives will be responsible for taking up the references provided.

7. Any Other Business

a) Parish Choir Leader- Ron explained that the parish choir is temporarily in abeyance, pending the appointment of a replacement choir leader. The think tank was again asked to let Fr Philipp know if they can identify anyone who could be considered for the role. **ACTION- All Think Tank members** to consider and advise Fr Philipp if they can identify someone who could be approached.

b) Parish ministry succession planning- following on from the previous item, it was agreed that all parish ministries should develop succession plans and that a more detailed discussion on this should take place at the think tank's next meeting. **ACTION- Philip** to include this on the agenda for the meeting.

c) Form DBS1- Julian asked those members of the think tank who hadn't already been registered as DBS or non-DBS checked volunteers to complete and return a form DBS1 so they can be cleared as volunteers in accordance with diocesan requirements.

8. Date of the next meeting

It was confirmed that the next meeting of the think tank would be from 10.00-11.30am on Saturday, 11th May 2024.

9. Closing Prayer

Ron led the group in a closing prayer.