

**St Peter's Pastoral Parish Council  
Minutes, Monday 13<sup>th</sup> December 2010 at 7.30pm**

**Present:**

Monsignor Kerr (President), Patricia Cairns (Chair), Sister Catherine (Vice-Chair), Bruce Royan (Secretary), Mike O'Dwyer, Josephine Beech-Brandt, Derek Buglass, Jo Mulvagh, Joyce Cullen, Rosemary Rogerson

**Apologies:**

Scott Moffat, Margaret Addly. Anne Robinson has resigned, and an appeal for a replacement should be made. **Action: Patricia.**

**1 Opening Prayer/Reflection**

Msgr Kerr opened the meeting with a prayer. Rosemary and then Derek read the gospel for 4th Sunday of Advent. A discussion took place about the gospel reading. Councillors were recommended to view the 4-part series "The Nativity", on BBC1, 20-22 December. Patricia congratulated the President for being made a Monsignor. A parishioner had suggested writing a letter of thanks to the Cardinal. This was *agreed*. **Action: Bruce.**

**2 Minutes of Previous Meeting**

The Minutes of the meeting of 30<sup>th</sup> August 2010 were *approved*. Rosemary said she had not received a copy. **Action Bruce.**

**3 Eco-Congregation Decision**

PPC briefly discussed the Eco-Congregation concept, which had been explored more fully in the previous meeting. It was *agreed* to support this initiative in principal, so long as a Coordinator could be found. Norma should be asked for a brief write-up and an appeal made to the congregation for a volunteer. **Action: Patricia.**

**4 "Everybody's Welcome" recommendations**

Eleven St Peter's parishioners had taken part in the welcomers' course held at St Colomba's. As a result of this, a list of suggestions had been put together and course attendees as well as council members had been asked to prioritise them and send feedback to Patricia in time for this meeting. She reported that no objections had been raised, and a broad consensus had been reached on priorities.

There was a need to let the Parish know the outcomes of this exercise. It was also *agreed* we should appeal for families and other groupings to volunteer for offertory processions – they should speak

to passkeeper. These and other updates could be compiled into an A4 supplement to the Parish Newsletter. **Action: Patricia.**

It was *agreed* to investigate any restrictions on mounting an external notice board on a listed building. **Action: Patricia.**

A proposal on the refurbishment of the Parish Room had been received and would be dealt with under "Correspondence"

It was reported that thanks to Douglas Hunter the PA system was now much improved, and the induction loop was now working. Further improvements were still needed to the Children's Chapel, and also to the very back of the church.

There was a need to source some sort of Welcome Display on the first pillar in the church, incorporating a dispenser for copies of the Parish Directory and the Newcomers' Form. **Action: Patricia.**

#### **5 South Edinburgh Pastoral Grouping**

This meeting had been cancelled because of the bad weather, and as yet no date had been set for the next meeting.

#### **6 Baptismal Preparation Course**

Josephine reported that the new revised Baptismal Preparation course had now taken place over two Sunday afternoons. Both the format and the new timings had been well received. One innovation had been to complete the course with a Prayer Walk, around the interior of the church, to familiarise participants with the layout.

It was pointed out that it was difficult for parishioners and visitors near the front of the church, to hear the welcoming ceremony for the baptismal party, which is held at the back of the church during Mass. After discussing the possibilities, Msgr Kerr agreed in future to meet the party at the back of the church, bring them up to the front, and welcome them there.

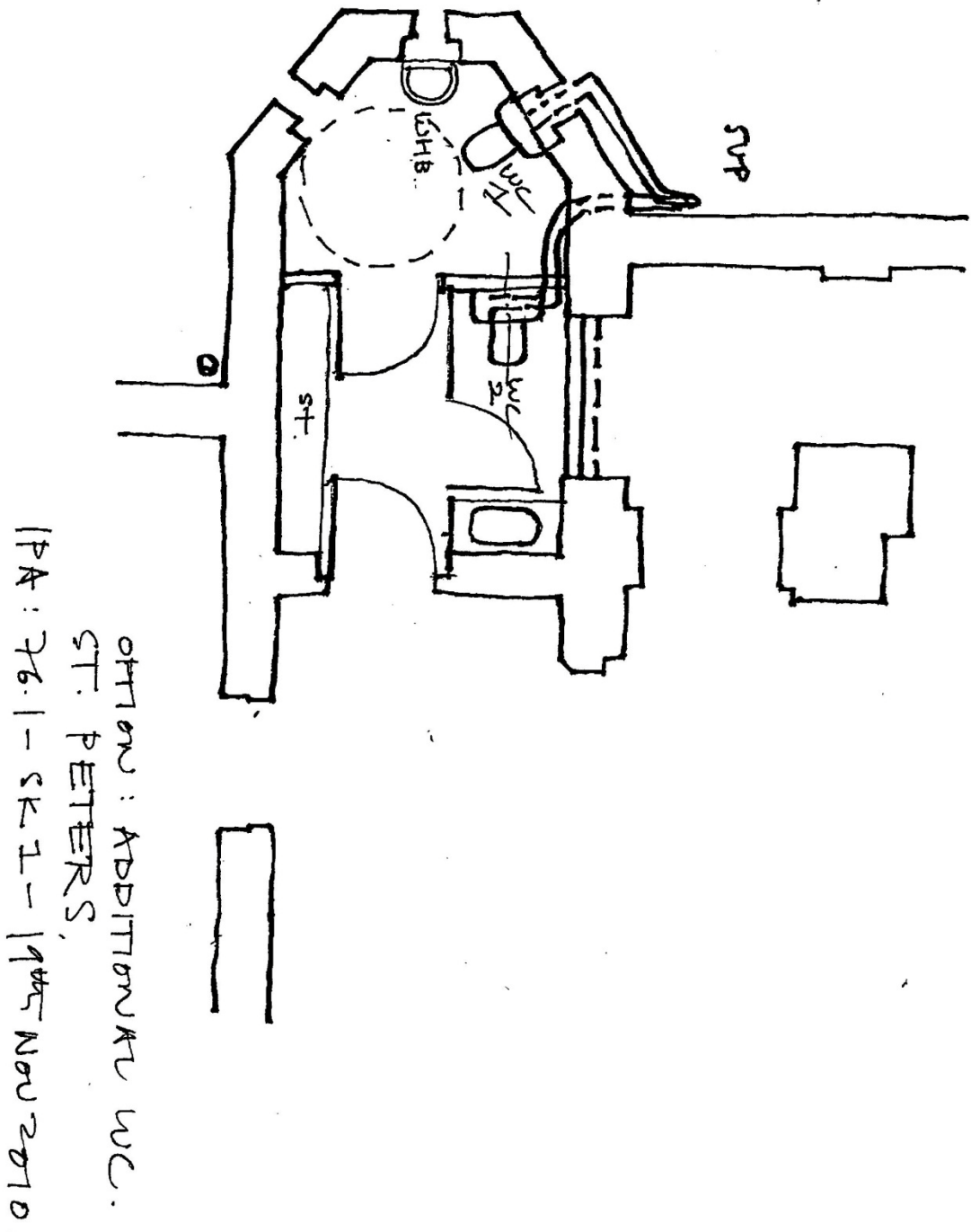
#### **7 RCIA Report**

Derek reported that sessions are continuing successfully, with some half a dozen enquirers and a similar number of parishioners. Msgr Kerr confirmed once again that all parishioners were welcome to participate, as part of the self-renewal process.

#### **8 Update on new facilities**

Patricia and Mike reported that the Head of Fabric & Planning (Paul Randall) had held a site meeting, and it had now been agreed that the project should be for two toilets. This had been achieved by making provision for storage elsewhere in the church, which also improved circulation area, in particular for wheelchair operation.

A sketch plan had been made of the resulting facilities:



It had been decided to use the church's own maintenance contractors for preparatory works (provision of water supply, lighting and power for the water heaters and extractor fan, relocation of radiator), before handing over to the main contractor. It was expected that work would begin in the Spring. Msgr Kerr suggested this, too, should be reported to parishioners, with the reinstatement of a second toilet being seen as some compensation for the delays that had been incurred. **Action: Patricia.**

### 9 Outreach Group Update

Patricia reported that the Outreach Group was still considering novel ways of promoting Fair Trade, the latest being a Fair Trade jewellery event.

She also reported that W T Dunbar (a funeral director newly relocated in Morningside Road) had offered sponsorship, and had so far generously provided starter pack goods for those being rehoused, and groceries for the Christmas goody bags handed out at the Jericho soup kitchen. Details of this contact would be noted for future reference.

### 10 Correspondence

- Hospitality Team Report. This report (see Annex A) was *noted*, with congratulations to Ann Royan, the hospitality team and all those who contribute towards the social life of the parish throughout the year. It was pointed out that new volunteers would be taking over the decking of the Christmas Tree, and the running of the Carol Party.
- Parish Room Refurbishment Proposal. This report (see Annex B) was *noted*, and PPC *agreed* to establish a Working Group consisting of users of the Parish Room (including Hospitality, Children's Liturgy, Baptism Preparation, RCIA, Prayer Group and St Peter's Pals), tasked with reporting back to the February meeting of PPC with a draft specification of requirements, for agreement before engaging an expert to draw up the detailed plans. **Action: Bruce.**
- Suggestions Box. All suggestions received were discussed, and it was *agreed* to arrange a workshop for readers (new and old) who wished to familiarise themselves with the use of the new PA system, and share best practice. It was agreed that at the beginning of Mass, the reader should be ready to signal to the organist when the introit procession was ready to begin and they were ready to give their welcome.

### 11 AOCB

There was no other competent business.

### 12 Date of Next Meeting

- Monday 7<sup>th</sup> February 2011

**ANNEX A****St Peter's Hospitality Team  
Annual Report 2009/2010**

This is a report of social activities among the parishioners of St Peter's RC Church Morningside, for the Liturgical Year December 2009 – November 2010.

The Hospitality Team exists to serve Teas and Coffees after 11:30 Mass, and other refreshments at occasions throughout the year. The co-ordinator maintains a rota of some 12 volunteer helpers, as well as a larger network of people who can be pressed into service as the need arises. In addition some parishioners traditionally take on the organisation of individual events throughout the year, without any prompting from the co-ordinator. This report attempts to list all such events, so as to give an idea of the social life of the parish.

**Refreshments after Mass**

The congregation, and especially visitors and newcomers, were invited to stay after Mass for refreshments on 45 Sundays during the year. This is seen as a major vehicle for welcoming in the parish, and particularly appreciated by children and the elderly. There is no charge for refreshments, but donations are used to cover cleaning materials, plants for the courtyard, and catering supplies (Fairtrade) including occasional treats. For example, 12 of those Sundays were sunny enough to entertain in the courtyard, when wine and nibbles were served.

**Other Social Events**

Other Parish events where hospitality was provided include:

- 12 December Celebration for the sick and elderly (Gillis Centre)
- 13 December Seasonal Refreshments
- 20 December Parish Carol Party (Gillis Centre)
- 19 February Celebration of Father Kerr's 40<sup>th</sup> anniversary (Gillis Centre)
- 22 February Eucharistic Ministers' evening
- 25 February, 5, 11, 16, 25 March Catholic Faith Exploration (CaFÉ) evenings
- 5 March Fairtrade Wine Tasting (St Columba's Hall)
- 15th March Readers' evening
- 29 March ecumenical refreshments after Stations of the Cross
- 26 March Oberammergau pilgrims' reception (St. Columba's Hall)
- 22 May Celebration for the Sick and Elderly (Gillis Centre)
- 20 June Parish Picnic (St Peter's School play area)
- 27 June Patronal celebration (Courtyard)
- 26 September Harvest Festival
- 16 October Altar Servers' outing (Fountain Park)
- 31 October Halloween Tea Party (Gillis Centre)
- 15 November Oberammergau presentation
- 20 November Bereavement Mass

**Future Plans**

2010-2011 will see a continued attempt to provide welcoming social events for all ages. Traditional events (Carol Party, Patronal celebration) will continue, some of this year's innovations (Harvest Festival, Halloween Tea Party) will be repeated, and old favourites (St Patrick's Day Ceilidh) may be reinstated. But new ideas (especially if backed by offers of help) will as ever be very welcome!

**Annex B****Parish Room Refurbishment: a Proposal**

This is a draft proposal towards the refurbishment of the Parish Room of St Peter's RC Church Morningside, in line with Recommendation 17 of Everybody's Welcome (report of the parish welcomers' course). It lists some of the points to be considered in optimising the contribution of this facility to the life of the Parish, and proposes that a working group should be set up to take matters forward.

**Issues**

The following issues have been raised in discussion. Some preliminary suggestions have been made, subject to the process outlined under "Recommendation" below.

- *Scope.* The Parish Room is currently used for prayer, formation, committee business, book sales, storage and social events. Other areas of the building complex (in particular St Andrew's Chapel and the cloisters at the back of the church) are also available for some of these purposes, and should be considered in any rationalisation of the use of the Parish Room.
- *Kitchen Area.* The opportunity needs to be taken to extend the kitchen area into the former WC cubical and remodel the kitchen work-surfaces and storage space in line with modern standards of hygiene, health and safety.
- *Tables.* The existing six tables are useful, but are heavy to shift and bulky to store. They should be replaced by lightweight folding tables.
- *Chairs.* The existing chairs are uncomfortable, overlarge and heavy, and variations in their design make them difficult to stack. They should be disposed of (to St Columba's Halls?) and replaced by a smaller number of stackable "banqueting" chairs (which are lighter, less bulky and more comfortable to use).
- *Storage.* A bare minimum of tables and chairs should be kept in the room itself, the remainder to be stored in the cloisters. As a guideline, nothing should be stored in the room which reduces the space available for the majority of uses.
- *Flooring.* The existing lino is hard and unforgiving for some uses, but carpet tiles would not be ideal in an area where drinks may be spilt. A rug, and possibly soft seating, might be considered.
- *Ceiling and Lighting.* The coloured ceiling should be painted white, and consideration given to replacing the bare fluorescent tubes with luminaires.
- *Walls.* The room is currently dark and dingy, but a white paint finish may easily chip, and may not be allowed in this listed building. Other approaches (eg stripping and lightening the wood) should be explored.
- *Posters, Pictures and Statues.* The opportunity should be taken to de-clutter the room. Appropriate religious images should be moved to St Andrew's Chapel, and approved posters should only be allowed on a dedicated pin-board.
- *Teaching/Information Facilities.* The East wall should be furnished with a large whiteboard (the existing blackboard should be retired), plus dedicated pin-boards for teaching, parish/diocesan announcements and PPC business.

**Timescale**

Consultation with users, requirements specification, design, obtaining planning permission and finance etc will take a long time, and if the refurbishment is to be harmonised with the completion of the new toilet facilities, planning for it should start immediately.

**Recommendation**

That PPC should establish a Working Group consisting of users of the Parish Room (including Hospitality, Children's Liturgy, Baptism Preparation, RCIA, Prayer Group and St Peter's Pals), tasked with reporting back to the February meeting of PPC with a draft specification of requirements, for agreement before engaging an expert to draw up the detailed plans.