Notes from Moving Forward Together 8 November 2022

**Present:**

Fr Andrew, Linda Wordsworth, James Long, William Kerr, Christine Gill, Tony Holt, Marie Allen, Robert Hicklin, Rachel Hallam

Notetaker: Rachel Hallam

**Aims and objectives of the meeting** – to set priorities for the joining of the two parishes

**Discussion points**

Sacramental preparation; Holy Communion and Confirmation

* The aim is to have a unified Catechetical Team and preparation for 2024
* For 2023 Children to be prepared in their current Parish, preparation has started in Ashby and to be arranged in Melbourne and Castle Donington
* Applications for Holy Communion to be sent to Fr Andrew
* Rachel to organise a planning meeting with Fr Andrew

 Communication

* To communicate outcomes of meeting via the Newsletter
* Align information about Mass attendance and plate, a process is needed to pass the information for M&CD to Fr Andrew by January 2023. Contact Jo Stanyard to assist.

Mass times

* Times might need some consideration, including provision of musicians
* Special Masses such as Easter and Christmas to be shared across the Parish, Fr Andrew to consider

Buildings

* Measham Church – Fr Andrew to check if this is to be used by the school
* St Mary’s Presbytery – currently empty but is regularly checked. Will need the office paperwork reviewed and moved. What happens to the house may be for the Parish to decide

The Office/ admin support

* Fr Andrew is unlikely to be able to do all the administration needed for the new Parish. The PPC may need to decide how the admin is done, i.e. a paid position, volunteers.

Extraordinary Ministers of the Eucharist

* All need to be DBS checked
* Each church to arrange their own parishioners and advise Fr Andrew
* Meeting to discuss roles and responsibilities – Rachel
* For hospital visits – contact is Fr Andrew

Finances

* M&CD use OPUS software for Parish accounts, Ashby to start using from next financial year according to Diocese.
* Aim for joint finances by March 2024 to align with financial year end
* To determine the expectations, roles and responsibilities of a finance committee

Social events

* To continue as we are now, CD has a vibrant group of ladies who enjoy arranging events and are willing to support across the Parish and welcome ideas
* Events to be advertise across the Parish

Inventory of Parish Equipment

* We need to have an inventory for each church of equipment and belongings.

Hire agreements

* Rationalise/standardise hire agreements, perhaps an ‘office’ function

PPCs

* Currently only in M&CD need to encourage Ashby participation and understanding

These discussion points to form the basis of an agenda for following meetings, noting that items will close, and new items will ned to be added.

**Date of next meeting** 17 January 2023, St Mary’s Hall, Measham.