

Parish of Saint Carlo Acutis
Pastoral Council Open Meeting
Saturday 21st March 2026, St Michael's Hall 3.00 pm
MINUTES

Opening Prayer

Mgr Mark opened the meeting with the Saint Carlo prayer and the Our Father.

Present,

Mgr Mark, Fr Gerry, Deacon Jonathan, Deacon Mick, Sr Ancita, Sr Sophia, Marie Yeo, Catherine Arthurs, Francis Firth, Chantale Tomlins, Denise Cresswell, Jackie Newton, Chris Callow, Steve Callow, Teresa Scragg, Val Rayney, Eileen Gallier, Simon Swanwick, Marion Evans, Viv Brown, Diane Welch, Erik Pearce.

Apologies

David Spinks, Roz Spinks, Margie Richards, Paul Richards, Sarah Andrews, Keith Tomlins.

Summary of previous meeting (3rd October 2025)

Catherine went over the main points of the meeting which mainly consisted of the discussion of the new format for the new Parish Pastoral Council.

Matters arising are mentioned below

Evangelisation

Diocesan vision:

- The distribution of the School Parish Calendar was successful. It is very important that each pupil has a calendar and is aware of each parish event in good time.

Formation

CMAT

- New CMAT and day of reflection for secondary school pupils:
Mgr Mark hopes to arrange a day of reflection for secondary school pupils from St Edmund's, Our Lady and Saint Chad and Stuart Bathurst. He is going to have a meeting with CMAT to identify a use of already designated funds for a local event.

New constitution of the New Parish Pastoral Council 2026:

- Mgr Mark explained that following the request of Archbishop Bernard Longley in his pastoral letter of 2024 a new draft constitution for our PPC was prepared in accordance with the guidelines provided by the diocese. The full draft was posted on the parish website with an invitation to parishioners to provide feedback. As a result of feedback received Mgr Mark produced a revised version which was posted on the website. Mgr went through the main points on the big screen and distributed copies to those present. Discussion of this version followed in small groups.
- Each group presented a summary of its discussion as follows:

- Group One:
The general structure is good and workable. A role description for each rep is needed.

- Group Two:
Sensible approach which would work well for parish administration
- Group Three:
Service Team rep covers a lot but most parish groups have their structure in place already.
- Group Four:
Parish reps must meet to keep up with what is going on, which could mean a lot of sub-meetings but they could be held digitally.
- Group Five:
In agreement with what was said. The job of each rep would also be to link with the PPC and the parish priest.
- Group Six:
Certain reps might have a lot to do. Should anyone who wishes to raise a point go to the rep first?
- Group Seven:
Mass reps should attend the Mass they are elected for. They have to make themselves known to the parishioners who attend that Mass. They have to be the ears and eyes of the parish priest when he is not there. Stewards would be good candidates for Mass reps.
- Group Eight:
Safeguarding should be included in the “Delegation Tree”. The requirement to pass a Safeguarding check should be mentioned on the nomination form.
- After the presentation of the above views from the groups, Mgr Mark put the approval of the new revised constitution of the PPC to the vote by show of hands. All were in favour except for one abstention.
- **The new constitution was then adopted.**

Actions to follow

- Election of Mass reps should take place as soon as possible. Please email any ideas for this job description to Mgr Mark or Catherine.
- For other group reps the rep should be a member of the relevant group.
- After Easter the nomination forms will have to be ready and distributed.
- Mgr Mark mentioned the possibility that St Mary and St John might join our parish, in which case there will have to be a rep from that church.

Liturgy and Worship

- **Communion under both kinds:** Concern was raised about the vulnerability of priests and eucharistic ministers if the wine is offered. Eight hands were raised in favour of communion under both kinds.
- **Shrine Development**
Mgr Mark is looking into the promotion of visits to the shrine of Saint Carlo Acutis. Please send any ideas to him.

Outreach

- Life Box: There is nobody in the parish to pick up Life donation bags if left in the church porch. All donations should be put in the Life Box in St Michael’s car park.

There have been a few problems regarding the regularity of emptying the box, but this has been resolved.

AOB

- Extending opportunity for synodal listening: The synodal discussion needs to continue with a clear focus.

Closing prayer

Mgr Mark thanked all present and closed the meeting with prayers for the sick.