

Our Lady of Lourdes PPC

Date: 24/11/2025

Participants: Father Anthony, Caroline Rosser-Smyth, Marcia Davies, Mike Delaney, Genevieve Cox, Michael Hessey, Anna Painter, Jane Rose, Dom Pesez

Apologies: Paul Holland, Katie Metcalfe, Sinead O'Sullivan, Andrew Belderbos

Meeting notes

PPC Chair: Father Anthony has thanked Michael Hessey for accepting to be the chair of the PPC.

First Aid Provision at Masses: Father Anthony led a discussion on establishing a system for first aiders at each mass, suggesting consulting Cathy Mann for advice and considering the pool of experienced parishioners.

Defibrillator Fundraising and Installation: Father Anthony updated the group on the Catenians' Christmas event, which aims to raise funds for a defibrillator, and discussed logistics and permissions for installing it at the church.

Christmas Bazaar Leadership Transition: Father Anthony reported that Marcia D, Andrew B and Pauline Cross have volunteered to join the team running the Christmas Bazaar, ensuring continuity after Marva steps down.

Alpha Course Promotion and Leadership: Father Anthony noted that the Alpha course cannot be promoted until leaders are confirmed, as no one has yet committed to running it despite previous expressions of interest.

Youth Group Activities and Event Participation: Father Anthony, Dom, Mike Delaney and others discussed recent youth group activities, including attendance at a Hertfordshire event, the need for broader participation, and strategies for future event organization.

Advent and Christmas Charitable Initiatives: Father Anthony and the team outlined plans for the Advent calendar project, the Giving Tree supporting the Hygiene Bank, and organizing volunteers for collection at various masses.

Sacramental Preparation Updates: Father Anthony provided updates on First Communion, Confirmation, and RCIA programs, highlighting an increase in numbers for Confirmation and RCIA, and ongoing leadership arrangements.

Parish Hall Refurbishment Plans: Father Anthony and Michael Hessey and the group have discussed plans to refurbish the parish hall, including minor renovations, budget considerations, and potential funding sources.

Parish Communications and Outreach: Father Anthony and the team reviewed ongoing efforts to improve parish communications, including updating posters, distributing service leaflets, and enhancing outreach to less-involved members.

Meeting Scheduling and Frequency: The group discussed the challenges of setting regular meeting dates, considering various scheduling options and the impact of holidays and other commitments.

Posters for Advent and Christmas: Father Anthony presented the 2 posters for Advent and Christmas prepared by Sinead which will be put on the board in front of the church.

Next meeting: is on Mon 19th January 2026 at 19.30 in the Undercroft

Follow-up tasks

First Aid at Masses: Consult with Cathy Mann to get advice on how to set up a system for having a first aider at each mass. (Father Anthony)

Defibrillator Installation: Check if a defibrillator can be installed at the church or on church property, considering the building's listed status and possible shared use with St. Nick's. (Father Anthony)

Defibrillator Location Coordination: Ask the vicar of St. Nick's about the possibility of sharing a defibrillator and its location accessibility. (Father Anthony)

Alpha Course Leadership: Identify and recruit volunteers to run the upcoming Alpha course before promotion can begin. (Father Anthony)

Youth Event Communication: Show video clips or snippets from recent youth events at masses, including Hertfordshire Summit, or include a link in the newsletter to better communicate the nature of these events to parents and young people. (the team)

Youth Event Transport Planning: Establish a structure and assign a dedicated person or resource to organize transport and participation for future youth events, ensuring the responsibility does not fall solely on one individual. (the team)

Static Diary in Porch: Work with Melanie to finalize and install a static diary in the church porch for parishioners. (Father Anthony, Melanie)

Giving Tree Setup: Finalize arrangements for setting up the Giving Tree at the back of the church to support the Hygiene Bank. (Jane & Anna)

Giving Tree Volunteer Coordination: Organize a group of volunteers to manage the Giving Tree collection boxes at the beginning and end of each mass. (Jane and Anna)

Meeting Scheduling and Frequency: The group proposed setting meeting dates for the year, considering impact of school holidays, Church feasts and other commitments. (Michael Hessey)