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| LOCATION: Parochial House  TIME STARTED: 19.00 TIME FINISHED: 21.00 | |
| **PRESENT:** Fr Michael Sheehan, Angela Brady, Aidan Walker, Kristin Neeson, Pascal McCulla, Maire McGrady, Niall Cullen, Ollyn O’Neill, Martin McLaughlin, Patrice Mahon | |
| **Apologies:** Johnny McCusker | |
| Item 1 **Opening Prayer** | |
| Conducted by Martin |  |
| Item 2 **Minutes of Last Meeting** | |
| Notes of Discussion | Action/s |
| Minutes of April meeting signed off by Angela. | Aidan to arrange loading to website |
| Item 3 **Group Meeting – Next Steps / Outstanding GDPR Signoffs** | |
| Notes of Discussion | Action/s |
| * The members discussed the collated summary of feedback from the event. * The appropriate timing for a follow-up Group Meeting was considered and it was felt that this would be a suitable topic for the Retreat / plan for year 2. * Kristin agreed to work with Angelina to get outstanding GDPR forms signed off | Pascal will communicate items raised to the groups.  Kristin will progress GDPR signed offs |
| Item 4 **Welcome Booklet / Directory Status Update & Distribution** |  |
| Notes of Discussion |  |
| * Niall advised that the Church specific information has been edited. * Groups who have provided minimal information have been contacted for more input. * Kristin offered to support Niall if required. * Aidan to take photos for the booklet. * Niall to ask groups for other missing input including logos or emblems | Content and layout ongoing - Niall  Aidan to arrange photography. |
| Item 5 **Faith Event Update** | |
| Notes of Discussion | Action/s |
| Michelle Guy and Simon have promoted the event to their followers.  Kristin will update the weekly bulletin inputs in the weeks leading up to the talk.  Aidan agreed to check best colours to use on slides for presentation.  Aidan agreed to get external help to fix the faulty projector in the church  It was suggested that we should promote the event to Our Lady & St Patrick’s and Aquinas and Primary Schools.  It was suggested that for ongoing environmental strategy we should link with GAA activity.  It was agreed that environmental work should be added to our Retreat agenda | Kristin  Aidan  Aidan  Patrice  Kristin  Aidan |
| **Item 6 Celtic Revival Evening** | |
| Notes of Discussion | Action/s |
| The proposed costs for the speaker and musicians was approved by Fr Michael. Recommended dates for the event are either 20 Sept or 4 Oct.  Angela and Kristin will meet with Eamon Phoenix to discuss the programme and content | Angela & Kristin |
| **Item 7 Welcome Ministry Discussion** |  |
| Notes of Discussion |  |
| The members agreed that this initiative should be discussed in more detail at the planned Retreat.  Ollyn and Martin agreed to research some parishes where the Welcome Ministry is working successfully so that we can learn and use the information when we have our detailed discussion. | Ollyn & Martin |
| **Item 8 Communications Discussion** |  |
| Notes of Discussion |  |
| The members agreed that the communication associated with the Faith Event and the Celtic Revival are meeting our communications needs at present. |  |
| **Item 9**  **AONB** |  |
| Notes of Discussion |  |
| Church Road Sign – Wording for signage agreed at the meeting. Angela to agree site meeting with roads department.  Fr Michael advised that the planned Mid-Summer Evening event will not be happening in our parish. Actual venue TBC.  Fr Michael briefed members on the forthcoming Fun Day event on 15 June and invited interested PPC members to attend a training event on 15 May. | Angela |
| **Date of Next Meeting - Monday 10 June 2019 7.00 – 9.00pm** |  |

Chairperson’s signature Date

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