



Minutes
Fareham & Portchester Parish Pastoral Council,
10:00am Saturday 19th September 2026

Present: Canon John, Ann Anderson, Wendy Escott, Richard Dickson, Sarah McLellan, Margaret Marshman, Deacon Larry, David Barnsley Parsons, Lisha Chiramal

Apologies: Angela Nally, Jacqueline Cherian

No	Item	Action
1.	Opening Prayer led by Canon John	
2.	Minutes of previous meeting were agreed to be an accurate reflection of the meeting.	
3.	Planning for Sacred Heart Jubilee 2028. The responses to the questionnaire have now been collated and a detailed spreadsheet has been produced. AA and SM are to meet to identify names of individuals who have said they would help and an invite will then be issued to those individuals to attend a planning meeting. A Project Manager has been appointed for the decoration of the Sacred Heart Church, planned to commence in the Summer next year. A separate Project Manager has been appointed for the Sacred Heart Hall refurbishment, planned to start early next year.	AA
4.	Curry night January 2027 LC confirmed costs would be £8.50 per box based on an order of 50 which we would then charge at £10.00 per head. It was suggested that this be tied into the Quiz night on Friday 20th November as this could increase take up. There would be an option not to attend the quiz night and not eat. LC to contact the restaurant with this date and also ask the price if numbers were below 50.	LC
5.	Quiz Night November 2026 Date agreed as Friday 20th November 2026 to be combined as a curry night. DPB to prepare a brief.	DPB

No	Item	Action
6.	Implementation of Churchsuite Numbers are currently over 300. A cross check still needs to be completed. AA to do comparison check. All groups to be reminded of Churchsuite by their contacts. Churchsuite signposting / link to be added to parish website front page for future new parishioners. QR code and invitation to register to go on Welcome Cards.	AA All JC & DB-P
7.	Solent Pastoral Area Mission Plan (Diocesan 10 Year plan) update A proposal letter was sent by JC to the Bishop in July. A response is awaited (awareness that Bishop's Office staff are currently on leave).	
8.	Welcome cards. DBP to incorporate Churchsuite and produce a draft.	DB-P
9.	Website & communications Following no response to the appeal for volunteers for an IT team AA shared that Jon Ward has taken this on.	
10.	Living Stones celebration: Saturday 17th Oct 12:00 – 15:0 Take up is slow, only 39 signed up on Eventbrite, with only a few registered in the church sign-up sheets. Speakers from PPC or group Leaders to give a brief talk after Masses 26th/27th September; Saturday vigil – AA or MM 9am - SMcL 11am - tbc 6pm – WE There are a few volunteers to help on the day. WE to make contact.	WE
11.	SH Church prayerful guide for visitor's feedback from Canon John	JC
12.	Meal Train WE contacted the environmental health officer at Fareham Borough council as per advice from Diocesan Caritas lead, Jenny LeLean. FBC guidance is that stated anyone who cooks more than 3 times a year needs to be registered as a business and undergo all checks and inspections as such. Although, initial take up could be slow, the number of volunteers required to ensure provision of a meal is 3 times or less would mean multiple people would need to complete food Hygiene and	Closed

No	Item	Action
	Allergy certificates. Overall, it is not a viable project at the moment. Consider revisiting in a couple of years.	
13.	Bible & The Chosen initiative Due to the unexpected unavailability of the person who was to lead on this, initiative it is being paused for a year or two. LC led discussion regarding the feasibility of accompanying our youth to watch season 6 of The Chosen when released in November. It will have a 15+ certificate so a narrow target range for young parishioners. On 12th March 2027 there will be a cinema release of the Crucifixion episode. Suggestion that a parish group booking could be arranged.	Closed for now
14.	Caritas talk by Jenny Le Lean Jenny will attend the PPC meeting on 27th October to give a 20minute talk and 10 minutes Q&A. WE to invite the other PPCs from the pastoral area.	WE
15	Review Ministry Leads and Communication with groups. Following a discussion regarding the benefits of having named contacts the consensus was that PPC Ministry & group links would be discontinued. A note is to be added to the PPC poster to advise concerns or suggestions to be raised with a member of the PPC. The item or issue can be escalated, and where appropriate discussed at the next PPC meeting.	JC
16	Feedback from Parish Discussion on Synodality One of the key suggestions was regarding clearer communication, including availability of PPC meetings minutes. Minutes had previously been added to the parish website. Agreed that copies will be sent to Jon W to place on the website and to also be sent out with the newsletter. MM will send these once the content has been agreed by the Chair.	MM
17	Cleaning Team at SPH The high clean of the windows at SPH will take place on Tuesday 22nd September. The team was very small. 2 more people have come forward, with a further two expressing some interest. Weekly cleaning is ideal. The issue of lone working was raised. If anyone is working on their own, they should report the time they arrive at the building and confirm when they depart.	MM

No	Item	Action
	This would normally be communicated to their group lead however MM is happy for them to contact her directly. The previous 'Big Clean' on a Saturday morning pre- Christmas worked well. To be repeated late Advent and close to Easter. AA to set dates and ensure note in the newsletter closer to the time.	AA
18	St Francis Garden at SPH Plans are in place and the dedication of the garden will take place on 4th October. The garden will consist of plants and a wild flower section. Future maintenance of the garden has been agreed to be undertaken by the SPH gardening team. MM is still receiving late notification of planned initiatives. Every one-off activity requires a Risk Assessment and these need to be checked and logged to ensure compliance and provide an Audit trail.	
19	Location and Timing of masses for All Souls, Christmas Season (inc Carol Concert) Epiphany. RD requested dates to ensure the Welcoming Teams arranged cover where required. All Souls November 2nd Parish Mass 10.00am at SH Solent Pastoral Mass at 7-30pm at St Margaret Mary, Park Gate Carol Concert will be 13th December 3pm at Stubbington Christmas Mass times will be the same as last year. Epiphany Wednesday 6th January 2027, 10am SH, 1.30pm, SPH School Mass, 7.30pm SPH	RD
20	Christmas Mass times Postcard It was agreed the postcard drop was worth repeating this year, targeting the newly occupied homes at Welborne. AA will check how many postcards are left from 2025 and a top up order placed.	AA
21	Closing prayer led by Canon John	
22	Date of next meeting: 27th October	

2026 meeting dates:
Tuesday 27th October
Saturday 28th November