



Holy Cross Parish Council

Holy Cross is a Parish in the Archdiocese of St Andrews & Edinburgh

Minutes of the Meeting of Holy Cross & St Margaret Mary's Parish Council held on 22nd January 2020 in St Margaret Mary's Church Hall at 7pm.

Attendees:

Fr. Gerry Hand
Kathleen Dyne
Aileen Ward
Rose McKinley
Maciej Samulski
Sandra McGee

Robert McGee (Chair and Minute Secretary)
Linda Reid
Claudio Mazanska
Michelle Crooks
Tom Stewart

Apologies:

Eileen Howieson, Angelo Deponio & Vic Laing

- 1) The meeting was opened with a prayer led by Fr Hand.
- 2) Actions from the previous meeting on 27th November 2019 outstanding.
 - a. All completed or discussed further under the following points.
- 3) First Confession & First Communion arrangements – me of the Vigil Mass will be
 - a. Fr Hand advised that he had held the first meeting with the parents of the 35 Holy Cross children making 1st Confessions. Holy Cross children have decided where they are making their 1st Confessions and St David's are in the process of finalising their numbers. **ACTION** Fr Hand will try to get a second priest to assist with the 1st Confessions due to the numbers.
 - b. Fr Hand advised that a date still needs to be set for the first meeting with the parents the of the 1st Communion participants. The dates of the 1st Communions are Polish – 24th May, Holy Cross – 30th May & St MM's – 31st May. A few minor details still need to be finalised such as the music, pass keepers, flowers and décor and the celebratory breakfast provided by the Parish.
- 4) Preparation for Lent & Easter Masses
 - a. Easter Vigil Mass this year will be in Holy Cross at 8 or 8:30 pm depending on light. In future the time of the Vigil Mass will be considered for 9pm.
 - b. Morning Masses times on Easter Sunday will be at the normal Sunday Mass times.
 - c. Maundy Thursday Service will be in Holy Cross at 7pm.
 - d. Good Friday Service will be held in St Margaret Mary's at 3pm.
 - e. An Ecumenical Service will be held in Holy Cross on Wednesday 8th April at 7:30pm.



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- f. During Lent an evening midweek service will be held at 7pm and will alternate between Holy Cross and St Margaret Mary's.
 - g. **ACTION** Fr Hand will perform the Blessing of food baskets (Swieconka) for the Polish community at St Margaret Mary's on Holy Saturday. This is one of the most enduring and beloved Polish traditions on Holy Saturday and as many as 600 people have attended this blessing in previous years. All Parishioners are invited to attend this service. The time has still to be finalised and will be published ahead of the service.
 - h. A local Ecumenical Day for Churches in the Trinity & Wardie area has been organised for 14th March between 10am & 3pm. Parishioners are encouraged to attend or just pop in during the day.
 - i. **ACTION** Fr Hand will meet with the musicians group to agree on Hymns for the various services during the Paschal Triduum period.
- 5) Parish administration arrangements – Fr. Hand advised Maciek Samulski has been offered the position of Parish Administration Assistant and has accepted. This is a different position to the one he held previously and will involve Maciek being in the Parish Office for around 15 hours per week.
- ACTION** A Parish Personnel Group will be formed in the coming months to review the position with volunteers and employed personnel within the Parish to ensure we have adequate resources for the many jobs required to be performed.
- 6) Parish Mass times – Fr. Hand has advised that when he is on holiday there will be Liturgy of the Word and Communion Services. Details of the days and times will be posted in the weekly Bulletin. Three or four Readers and Communion Ministers will be asked to undertake these services in the absence of Fr Hand when he is on holiday. More Readers and Communion Ministers will be approached by Fr Hand after Easter to consider participating going forward.
- 7) Parish Event – This planned event is twofold: (a) create an awareness and celebrate the activities that are currently being done and by who within the Parish (b) through this awareness establish if others would like to volunteer to participate in any of these activities.

ACTION - A sub group headed up by Aileen Ward and including Fr Hand, Linda Reid, Maciek Samulski, Kathleen Dyne, Belinda Matthews and Claudia Mazanska will take forward the planning for this event which has been provisionally scheduled for 22nd or 29th March 2020. Fr Hand has suggested a meeting in the next couple weeks with this group and he and Maciek Samulski will compile a list of all the groups who should be approached to create a poster describing what they do. E.g. SVDP, Music Group, Communion Ministers, Readers, Gardeners etc.



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- 8) Finance matters – Fr Hand has proposed that the Finance & Fabric committees should be closer linked and members for these committees should be considered following the Parish Event in March when people with appropriate talents may put themselves forward. The plan would be for Financial Management Information to be available on a weekly, monthly and annual basis for review by the Finance /Fabric Committee. Also regular reviews of the Church properties and equipment will provide activities to be undertaken from a fabric perspective.
- 9) Fabric matters – Professional surveys of all the Parish buildings within the Archdiocese are being undertaken. The Surveyor’s Report for Holy Cross Church, Church Hall and Church House has been received and will be forwarded to Tom Stewart, Vic Laing and Angelo Deponio to consider along with Fr Hand what action is needed to be taken in the short term. The Church door is one item that needs fairly urgent attention. Fr Hand is also keen for a lady to join the Fabric Committee.

ACTION Fr Hand will organise a one off meeting with Tom, Vic and Denise Simpson. Rose McKinley has also advised that Alan McKinley will be prepared to be involved in the review of any property activities required for St Margaret Mary’s. The Survey Report for St Margaret Mary’s should be received shortly and will be forwarded to Tom, Vic and Angelo for similar consideration.

ACTION Fr Hand and Maciek will look at Fr Morrison’s door and agree the best course of action for it as well as considering whether a ramp should be installed for him.

Parish Properties – As the Archdiocese does not have a letting Committee Fr Hand has suggested that the Parish needs to prepare a statement of exactly what we propose to do with our two properties which are available to let.

ACTION – Fr Hand has suggested a small group of people should be formed to document the Parishes proposals for Warriston Road and St Margaret Mary’s flat. Fr Hand proposed that Tom Stewart, Vic Laing and Denise Simpson get together fairly soon to agree and document what we want from these properties.

Fr Hand also advised that the structural report produced last year for St Margaret Mary’s Church did not highlight any major issues with the structure of the gable wall.

Parish car – Fr. Hand advised that our Parish have paid Glenrothes Parish for him to keep his current car. Our current car previously used by Fr. George is valued at circa £4,500.

ACTION - Fr Hand will approach Monsignor Burke at the Cathedral who may be interested in purchasing the car for their use.

- 10) Hall Hire process - **ACTION** Fr. Hand will arrange a meeting with Sandra McGee & Claudia Mazanska to ensure a consistent process is being used for both Church



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Halls and that the booking process is in place to ensure the Halls cannot be double booked. We also need to ensure that any groups hiring the Halls have their own Safe Guarding Policy. Fr Hand would like the Parish to encourage Parish Assemblies during the year therefore the Hall would need to be available. Sandra McGee confirmed that she had made the groups aware that the Parish would take precedence over any pre-booking if the Hall was required for a Parish event.

- 11) The only Parish Social Event in the Calendar is the St Patrick's night on Saturday 21st March at 7pm in St Margaret Mary's Church Hall.
- 12) Next meeting Monday 2nd March 2020 at 7pm in Holy Cross Church House.
- 13) Any other business
 - a. Fr Hand would like three or four Parishioners to join him to discuss midweek Mass days and times. He has suggested Ada Cuthbert, Rose McKinley, Michelle Crooks, Aileen Ward, Linda Reid and a member of the Polish Community to get involved.
 - b. The Minute of the Parish Council meeting will be placed on the Website and in the porches at the back of the Churches.
- 14) Meeting closed with a prayer led by Fr. Hand.



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