

SBCJ Action Plan March 2014

Vision for our Parish(es)	
<i>One Parish with Three Churches – Establishing a coherent, unified and sustainable parish structure ensuring proper pastoral care for all our parishioners</i>	
Agreed Action(s)	Person(s) Responsible
1. Continue working with this vision and take steps to establish the required consultation process and to obtain the necessary diocesan approvals.	Fr Cooke
Resources Required: Fr Cooke to manage process with Bishop, Diocesan Boundaries Board and others.	
Target Date:- December 2014	

Reverence & Respect	
<i>Making our churches sacred places where everyone feels welcomed and able to pray</i>	
Agreed Action(s)	Person(s) Responsible
1. Explore, through homilies, the theological significance of the celebration of the Eucharist, in turn promoting reverence and respect for the Blessed Sacrament and for the “sacred space” within each of our churches.	Clergy
2. A trial will be held at SB commencing Pentecost Sunday whereby appropriate notices will be produced and placed at the church entrances reminding worshippers of the need for silence and to switch off mobiles etc. Taize, Chant or other appropriate music will be played for ten minutes before Sunday Mass. It will be explicit that this time is for silent prayer.	Clergy to talk about trial to congregation. James Proctor
3. Review and improve as necessary facilities for parents and children so that they feel welcome & included and actions to enhance reverence and respect do not discourage anyone.	Parish Steering Group
Resources Required: Item 2 – iPod / MP3 /prepare music and posters – James Proctor.	
Target Date:- Pentecost Sunday 2014	

Sharing the Load	
<i>Parishioners playing their full part in our Church’s mission and ministry</i>	
Agreed Action(s)	Person(s) Responsible
1. Unless adequate arrangements already exist, identify and document a list of all tasks that need to be done at each church to ensure that all required activities are addressed on a consistent and sustainable basis.	Parish Steering Group
2. Recruit and train Sacristan / Caretakers for each church and establish a rota so that all masses, services and use of church property are properly and sustainably supported. <i>This task has been completed at SB and a model ‘Job Description has been shared with SC and SJ for adoption.</i>	Parish representatives SC and SJ
3. Identify the need for and establish if necessary any new parish groups.	Parish representatives
4. Eucharistic Ministers – To significantly increase the number of Ministers who take Communion to the Sick	Clergy & Parish representatives
Resources Required: Willing parishioners	
Target Date:- Pentecost Sunday 2014	

Faith & Worship	
<i>Providing opportunities for pastoral, theological, spiritual and liturgical development</i>	
Agreed Action(s)	Person(s) Responsible
1. Ongoing programme of short study courses	Clergy/James Proctor/Others
2. Possible Parish Mission / Ideas for Parish Renewal	Clergy/Ann Cunliffe /James P
3. Encouraging Church Attendance – Reaching out to infrequent attenders	Janet Hill/Clergy/Parishioners
4. Introduce new Mass settings and develop approach to church music (with potential to evolve into a Liturgy Group)	Clergy/Musicians/Interested Parishioners
Resources Required: To be determined	
Target Date:- Various/Ongoing	

Finance & Property Management

Maintaining and improving parish assets for current and future needs

Agreed Action(s)	Person(s) Responsible
1. Establish a Parish Finance Committee as required by Canon Law. <i>[This is a still to be completed agreed action from an earlier Action Plan].</i>	Fr Cooke
2. Promote a review of donations to the parish(es), encouraging the use of Standing Orders and Gift Aid	Fr Cooke/Finance Committee/ Gift Aid Organisers
3. Adapt accounting schemes to facilitate the new Gift Aid Small Donations Scheme	Fr Cooke/Money Counting Teams/Accountant
4. Develop plans and obtain necessary approvals for the extension of the Patmos Room at SJ, working with the diocesan appointed architect.	Fr Cooke / Danny Ramsden / Arthur Rawlinson/John Burton
5. Determine required actions with Diocese following building surveys at SC to determine the nature and costs of remedial works for the church and future plans for the presbytery.	Fr Cooke
Resources Required: To be determined	
Target Date:- June 2014	