



MISSION STATEMENT FOR ST. JOSEPH'S PARISH **PASTORAL COUNCIL UPMINSTER**

We, the people of St. Joseph's, accept as our mission:

To be a Christ-centred community which aims to promote spiritual growth, spread the Gospel by word, witness and prayer and promote justice and peace.

To be ever mindful of the presence of God in the Blessed Sacrament, in one another and in ourselves.

To be committed to accepting people as they are, to value and use their gifts and be sensitive to their needs. We will reach out to those who feel and are excluded. We will actively promote unity through respect and tolerance among people of all faiths, cultures and traditions.

To strive to become a more joyful, modern and listening community.

THE CONSTITUTION FOR ST. JOSEPH'S PARISH **PASTORAL COUNCIL**

Strives to be a faith-filled leadership group through which priests and parishioners work together as co-responsible partners in furthering the mission of Christ and ensuring that the parish is an inclusive community in which the needs of all ages, gender, race and culture are valued equally.

Has a covenant with the vulnerable and marginalised to do all in our power to foster their well-being.

Is a consultative body with the role of supporting their priests in their endeavour, to evaluate the pastoral needs of the parish and implement a pastoral plan drawing on the gifts of those worshipping at St. Joseph's.

Must be a visible and transparent body of people which is approachable and in whom parishioners feel confident.

The members should be representative of the parish and focus on what is best for the parish.

The focus must be the spiritual needs of its parishioners in the light of the current thinking on evangelisation.

There must be a commitment to encouraging parishioners to socialise together in such a way that all parishioners feel a part of a vibrant community.

It must be an evolving institution taking into consideration changes within the Church but also seek to retain what is valuable and effective from the past taking into account the rubrics of Canon Law.

MEMBERSHIP

Members must be post-sixth form.

Members must be Catholics who are committed to the Parish of St. Joseph's, attending Mass regularly at this church and willing to participate in parish life. Members must attend PCC meetings and, as far as is possible, be truly representative of the make-up of the parish.

Length of service should be flexible according to the needs of the parish and the willingness of council members. A member may resign at any time and new members appointed after consultation with serving members and after suggestions are received from parishioners.

The Parish Priest is to have the casting vote on the election of new members.

Members who are absent for two meetings without reasonable excuse or those who no longer show a commitment to the parish will be deemed to have resigned.

President: parish priest or priest in charge

Chairperson: elected by the parish council members

Secretary

Vice-Chairman

A representative with responsibility for overseeing youth activities and their spiritual needs.

A representative of the finance committee.

A person with knowledge of premises maintenance and management.

A representative/s of the liturgy committee

Representatives of different ages, attitudes to worship and minority groups where appropriate.

Each member of the parish council will act as a link to designated groups in the parish and report back to the council.

A member may be a link with more than one group or organisation.

Groups will be divided into 2 distinct areas:

Liturgy/Spiritual: Sacraments, reading, altar serving, Eucharistic ministry, welcoming, music, flower arranging, church cleaning, mothers' prayers, healing, bereavement, counting, funeral assisting and children's liturgy.

Outreach: CWL, SVP, Catenians, Knights of St. Columba, RCIA, Mother and Toddler group, New Parishioner visitors, fundraisers, those responsible for safe-guarding and health and safety and 'Churches Together'

MEETINGS

Two weeks before each meeting a notice will be placed in the newsletter and on the website asking parishioners to submit items for consideration at the next meeting. Parishioners will be required to submit their names and contact numbers with the request. The Council members may decide to invite the parishioner to speak at a Parish Pastoral Council meeting. After discussion at the meeting a response must be sent to those posing questions or items for discussion.

A quorum will be 1/3 of membership

The Council should meet no less than 3 times a year excluding the AGM. Any member of the council including ex-officio members can request from the chairman an extraordinary meeting in exceptional circumstances. The Parish Priest must be informed of this request.

Action minutes to be taken which include who is responsible and a time frame for action.

Action minutes (except points which are confidential) to be shared with parishioners via a newsletter and the website within 2 weeks of the meeting.

FORMAT OF MEETINGS:

Opening prayer

Apologies for absence

Approval of minutes of last meeting

Matters arising from last minutes

Chairman's feedback on meeting with Steward of the Gospel

A reflection on what has taken place in the parish since the last meeting

A discussion on one pre-determined focus if necessary

ACCOUNTS

A summary of the accounts will be published once a year via the parish website and in the newsletter

Once a year an evening will be held for all those who have assisted in any way with parish life.

Once a year there will be a recruitment drive to ensure that others wishing to help in parish life have the chance to come forward and offer their services for consideration.

Agreed May 2017