St Vincent's Parish Council
"The parish council works with the priest to serve the people"
Meeting minutes 7 January 2026

Present: Russell Brynes (Chair), Nicole Jones (Minutes), Cath Livingston, Fr. Lee Marshall, Dominic Simon, Michelle Wigfull, John Dempsey
Apologies: Jacquie Stacey, Dominic Rice, Maria Mawson
Opening prayer

1. **Actions & matters arising from 12 November**

Lizanne Rana. Lizanne has left the Parish and left The St Vincent's Parish Council (SVPC). The SVPC would like to thank Lizanne for her contribution to the Parish especially the Parish prayer book and volunteering for events.
John Dempsey. John is considering joining SVPC and has come tonight to observe. Welcome John.
Welcoming - guiding to seats.
Action: Fr. Lee still needs to make an announcement at the end of Mass and DR will add to guidance for welcomers.
Food bank. Fr. Lee mentioned that the Hub contributes to two Food Banks. St Vincent's currently supports St. Wilfred's Centre with tinned food.
Action: Fr. Lee still needs to talk to Louise Finnegan to find out more.
Jo Boyce. CL has contacted Jo Boyce about the possibility of giving a concert at St. Vincent's. Jo is a musician and co-founder of CJM Music, a Catholic music ministry. Unfortunately Jo's equipment was stolen from her van.
Action: CL to keep in touch with Jo Boyce and update.

Agenda Item for next time: Screens in Church

2. The Mass
Christmas Masses Review: Fr Lee felt that all the masses were well attended and all had a different feel to them. CL mentioned that St Francis did not have a Children focused mass like the 5pm mass at St Vincents. They had a crib service.
Action: CL will speak to St Francis parishioners for their feedback.

Mass Streaming: A volunteer has come forward to live stream weekday mass and it is working well. DS confirmed he has another volunteer to help with Sunday 9.30 mass.

Lent preparation:
Ash Wednesday: Fr Lee will say 9.30am and 6.30pm mass at St Vincents and 5pm at The Mission Hub
Easter Triduum:
Maundy Thursday – 7pm

Good Friday 3pm (preceded by cross-carrying walk around the Parish
Easter Vigil – Sunset at 7.46pm. Mass start 8pm
Easter Sunday 9.30am St Vincents and 11.00am Mission Hub.
Action: Fr Lee to organise a visiting priest to say mass at the Mission Hub.

Music during Offertory: A parishioner has advised that he cannot hear the offertory prayers. They have suggested a hymn or no music. Fr Lee feels that that it is difficult to find a short hymn but would still prefer the inclusion of music because there is a long time without music.
Action: Fr Lee to speak louder and clearer but music still to remain.

3. The Church
Redesign of narthex & porch. Fr Lee would like to make quite a few changes that may include the church itself. Therefore, the redesign project is to be deferred until next year to consider all ideas.
Action: RB to remind Fr Lee to discuss further after Easter.

Suggestion Box: RB introduced the idea of a SVPC Suggestion Box for parishioners to raise ideas/concerns. Fr Lee felt that this was a good idea and would like to encourage parishioners to raise issues, however, it would take up a lot of time to manage. The Parish Bulletin already invites parishioners to raise issues for the SVPC meeting. The annual Parish Meeting is also an ideal forum to raise ideas/concerns.

4. Building the community
Parish hall – use and door access: Fr Lee advised that hire agreements are issued to external groups. Marie and Clare deal with the bookings

Inclusion Group: Disability Action Sheffield to visit.

5. Children's Liturgy
Children's Liturgy Update: MW has kindly stepped forward to be the new Lead. She is currently researching material and looking for volunteers to help.

6. Live Simply
Solar Panels: Columba and Katherine have received quotes. In order to get funding, a case needs to be made on how will it benefit the Parish. A meeting is to be arranged with Finance Committee and Maintenance Team.

Saturday 21 March Day of reflection: Bishop John Arnold of Salford and Dr Maria Exall are guest speakers.

7. Safeguarding
Update: NJ confirmed no issues to report but the Diocese will be audited in February.

8. Any Other Business
Parish Website: Fr Lee is hoping to redesign and update the Parish Website. Other Parish Groups will be allowed input but it will be controlled by Fr Lee.

Consecration Mass: Fr Lee has proposed that the parish is consecrated to Our Lady, based on the teachings of St Louis de Monfort.

Stations of the Cross: During Lent Fr Lee to lead Stations of the Cross on Fridays after mass.

City of Sanctury: CL raised the question of how can the parish regularly support Melinda and City of Sanctuary. RB suggested contacting SVP.

Date of next meeting: 4th March 2026