

**Minutes of the Poole Unit Steering Group Meeting  
Held in The Meeting Room, St Joseph's, 4<sup>th</sup> October 2010 at 17.00 hrs**

**Present:**

Father Mark Skelton, Father Keith Collins, Father Peter Webb, Nigel Waite (Chair), Lynne Condon, Reg Grimston, Cecilia Grimston, Mary Rafferty, Sue Fernley and Dorothy Brant.

**Apologies:** Father Barry Hallett and Phil Willis

**Action**

1. There was no formal agenda for this meeting. It was called to ensure everything was in hand for the meeting with the Bishop on 16<sup>th</sup> October.

**2. The Presentation**

2.1 Our main task was to review Nigel's proposed presentation to the Bishop. (We had all been sent a copy of this presentation before the meeting.) Some lively debate took place whilst we reviewed the presentation, but all were unanimous in congratulating and thanking Nigel for the hard work he had done in producing it. Nigel will make a few changes to the presentation but in essence will leave it unchanged. He will add our commitment at some point in the presentation: 'To do nothing apart that we could do better together – always to inform, share and invite.'

Nigel

2.2 A number of actions were allocated to other members of the group to assist Nigel with his presentation.

a) If possible Cecilia will tell Nigel the number of individual people **involved** in Organisations and in Ministries. Similarly the number of individual people **interested** in Organisations and Ministries. ie if a person said they were involved in three ministries that would only be counted as one person.

Cecilia

b) The figures on Nigel's slide for St Anthony's appear to be the original 'uncleaned' figures. Cecilia will send Nigel and Dorothy a copy of the summary for the four Poole Parishes once the figures had been 'cleaned'.

Cecilia

c) Cecilia and Dorothy to send Nigel a few examples of what people liked under the classification of Parish, similarly what they didn't like under the Parish classification.

Dot/Cecilia

**3. The Development Plan**

3.1 Prior to the meeting all members had been sent a draft copy of the Development Plan. No issues were raised regarding this, but Nigel and Reg said they will 'tidy it up' before it is formally presented to the Bishop.

Reg/Nigel

**4. Logistics**

4.1 Sue will provide the equipment needed for the presentation ie laptop, projector and extension cable. The presentation will be projected onto the wall.

Sue

4.2 Nigel will email the presentation to Sue so it can be put onto the hard disk.

Nigel

4.3 The hall will be available from 6:00pm for setting up

4.4 The meeting will start at 7:15, tea or coffee will be available before the meeting. A buffet meal will be scheduled for 8:15.

4.5 It was agreed we should invite Ana Gutierrez and Nick Johnson to the meeting on the 16th.

Dot

**5. Next Meeting (following the meeting with the Bishop on 16<sup>th</sup> October)**

**Tuesday, 23<sup>rd</sup> November 2010, St Mary's 7:00pm**

Father Keith closed the meeting with a prayer