

1. Opening prayer – Chair – Minsteracres prayer

2. Present (attendance record at Appendix 1)

Chair, Alan Hodgson, Deacon David Collins, Eileen Carew, Frank MacDonald, Tony Gibson, Cecilia Port (secretary). Apologies: Fr Emmanuel, Vice-Chair, Lucilla Solly; (Note: membership is 2 clergy *ex-officio* members, plus a minimum of 5 other members; *quorum* is two-thirds of all voting members, which includes *ex-officio* members).

3. Previous minutes & Matters arising

3.1 Draft minutes of last meeting 26 July 2026 passed with addition to minute 5.2. Matters arising below.

4. Passionists – update

4.1 AP26-1, AH unable to speak to Fr Martin Coffey, Provincial, on 30 July because Fr Coffey was on holiday, due back today. AH has arranged via Fr Coffey's secretary for a call tomorrow, 10 August. This is to receive Fr Coffey's considered response to the proposal that the temporary appointment of Fr Ben Lodge CP for 6 months from September to our parish be urgently considered, as put to him prior to his leave and to which he promised his serious consideration.

5. Diocese – updates

5.1. AP26-1 AH has spoken to Beverley Warrington, diocesan head of Finance, to ask what would happen to parish money from 30 August, enabling the PC to advise parishioners about their monthly standing orders going into our parish account given the urgent timescale. Beverley stated that the approximately £80,000 held in a diocesan account from our parish's Gift Aid, is ring-fenced for St Elizabeth's parish. AH stated that if Fr Ben or any Passionist priest is not appointed from 30 August, then an announcement about standing orders will be made next Sunday, 16 August to parishioners.

5.2 AP26-2, DC has spoken to Fr Jeff (diocesan Vicar General) about what forms of worship would be acceptable once Fr Emmanuel leaves. Details are still to be finalised in this regard, but Bishop Stephen has already agreed that subject to certain conditions the Blessed Sacrament can be retained in the church and on the occasions when mass is being said in the church by a priest visiting with a retreat group, the details can be circulated should people wish to attend; also see Minute 4.2, 9 July 2026 & minute 5.2, 26 July 2026.

5.3 It was noted that three Carmelite priests would be based in Hexham from 1 September to serve diocesan parishes in Heavenfield Partnership. The PC might explore the future capacity to offer services at St Elizabeth's as part of their Order's mission, separate from the diocese. The Parish would need to cover additional expenses, such as travel and insurance.

6. Social Committee

6.1 Social Committee have reconsidered a parish lunch buffet for Sunday 30 August, the day of Fr Emmanuel's departure and instead opted for a cake for parishioners after both 8.30 and 10.30 masses, to ensure inclusion for as many as possible. This is also supported by the PC, using parish funds.

7. AOB

7.1 Church organ: AH has informed Margo, who handles organ maintenance on behalf of MRC re quote to repair pedal action (£960+VAT) that this should be paused until the parish has more certainty of surviving.

7.2 AP23-8 vegetation blocking gutter along south western/main church door aspect: FM has reminded Andrew of repair need over several months, but Andrew now states that he has no time available to pursue this. FM will speak to MRC manager and get advice/estimates/quotes for this repair.

7.3 Safeguarding, health and safety and risk assessments, no updates and will become the responsibility of MRC in future if a Passionist parish priest is no longer in post.

8. PC Agenda, Dates & Times of Next Meetings

8.1 Agenda: Safeguarding and Health & Safety are compulsory items required by the diocese.

8.2 Next meeting: Sunday 16 August, between the masses, 9.30-10.15am.

Minutes, Cecilia Port, Secretary to Parish Council

APPENDIX 1

Attendance	FrE	DC	AH	LS	EC	TG	FM	CP	Observers
17/1/2026	✓	✓	✓	✓	✓	✓	✓	A	
22/4/2026	A	✓	✓	✓	✓	A	✓	✓	
20/5/2026	FrG	✓	✓	✓	✓	✓	✓	✓	Note, Fr G in absence of Fr E
21/6/2026	✓	✓	✓	✓	✓	✓	✓	✓	Short meeting
9/7/2026	A	✓	✓	✓	A	✓	✓	✓	
26/7/2026	✓	✓	✓	✓	✓	A	✓	✓	Short meeting
9/8/2026	A	✓	✓	A	✓	✓	✓	✓	Short meeting

A= Apologies

APPENDIX 2 Refer to 26 July 2026 minutes; all actions ongoing

Appendix 2.1 Actions completed

Appendix 2.2 Live Action Points