

Sacred Heart of Jesus
Roman-Catholic Parish
ST IVES, Cambs. PE27 5JT

Parish Guide Book

Updated July 2017

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WELCOME

Welcome to this Parish Guide Book, which sums up all that's wonderful about the community here at St Ives. In its pages you will find details of our history, our activities and our hopes. If you are new to the parish, or have lived here for many years, I am sure that you will find the information contained in this brochure very useful. It is the people that make any parish and we are very blessed in the community that worships in our church.

Several non-Catholic partners worship with their families; we are delighted to welcome them and we are grateful for the contribution they make to our parish community. If you have been a parishioner for many years, thank you for your energy and enthusiasm. If you are a new parishioner, I hope you will find this parish both welcoming and rewarding.

As a community we stand at a very exciting time as the numbers attending Mass on a regular basis continue to grow. With small church buildings this poses particular problems, such as limited capacity for sacramental events like First Holy Communion Masses or Confirmation.

Another prospect which we have to consider is the new town of Northstowe (Phase 1 of which is already built in the east-north part of the parish adjacent to Longstanton). Change is both exciting and daunting, and with the huge predicted growth in the numerical size of the parish we can be sure that things will not stay as they are!

However, the resourcefulness and resilience of parishioners here has always been a significant and strong part of our history; we will rise to the challenge with generosity and acceptance.

Your contribution to the parish is vital if we are to grow and

prosper; I hope this booklet will enable us all to more readily play our part in the building of God's kingdom in this part of the world.

Wishing you every blessing,

Fr. Karol Porczak ms

Fr Karol Porczak MS

Parish Priest

HISTORY OF THE CHURCH

The Church of the Sacred Heart has stood on its present site in St Ives since 1902 having been moved from its original site in Union Road, Cambridge and brought on barges along the river. It replaced a small wooden building on a site in East Street that had been bought by a benefactor. That same benefactor – Mr George Pauling – purchased the present Church, as it has been designated as redundant due to the recent building of Our Lady and the English Martyrs Church nearby in Lensfield Road, Cambridge.

The church – originally dedicated to St Andrew - was built to Pugin's design in 1843 and was the first church he designed after being received into full communion with the Catholic Church.

In 1978 a much needed extension was added to the church that also served as a small parish hall for meetings and functions but as the parish continued to grow, a new Parish Hall was opened in Jan. 2002. The priest is resident in the presbytery (house) attached to the church in Needingworth Road, and it is there that the Parish Office is situated.

The parish covers a large area from Knapwell in the south to Somersham in the north. It is bordered by the Huntingdon parish in the west, the Cambridge parishes in the east, and is part of the Cambridge Deanery of St Andrew within the Roman Catholic Diocese

of East Anglia with its Bishop and Cathedral in Norwich.

There are 26 villages within the parish boundaries and the estimated Catholic population is 3,000 with an average Mass attendance of 300 at three Sunday Masses (data of 2016). Occasionally there is additional Sunday Eucharist celebrated in Polish.

From 2010 the parish is served by the priests from the Polish Province of the Congregation of the Missionaries of Our Lady of La Salette.

RELIGIOUS EDUCATION

Children's Liturgy

At the 11.00 Mass on Sunday mornings, a group of volunteers provides a Children's Liturgy Group where the younger members of the congregation leave the church for the first part of Mass to listen to the readings and engage in an activity more appropriate to their age. This group is open to all children who have not made their First Communion aged 4 years and above. All those who work with children and young people in this parish have been police checked and trained in accordance with the National Child Protection Guidelines of the Catholic Church in England and Wales. For fuller details, please see our Statement on Child Protection Policy.

Adult Religious Education

During Advent, Christmastide, Lent, Eastertide and Pentecost special services, events or courses are held to provide opportunities for the advancement of our understanding of the faith. Details are given via the weekly newsletter, which is also available on line at our website.

Religious Education Co-ordinator

Mrs Elizabeth Barker is the Religious Education Co-ordinator and can be contacted through the Parish Office.

SACRAMENTS

Preparation for Baptism & Baptism Service

In order to arrange a Baptism in our parish, an appointment with the Parish Priest is the first step and this can be done by contacting the Parish Office. Parents are then asked to attend a Baptismal Preparation Course with other parents on one Sunday afternoon. These are held every other month in the Presbytery or in the hall, if numbers require it. Dates of courses are given in the Baptismal Annual Leaflet. Parents may attend the course before the birth of the baby if they so wish. The course provides understanding of the importance of the Sacrament and assistance in the planning of the Baptism service. A certificate is issued to the parents at the end of the course.

Emergency Baptism

Anyone may baptise in the case of danger of death. Water should be poured three times onto the forehead of the individual as these words are spoken: (*Name(s) of the baptised should be mentioned at the beginning*):

“N. N., I baptise you,

*in the name of the Father,
and of the Son,
and of the Holy Spirit".*

(pour water for the first time)
(pour water for the second time,
(pour water for the third time)

The baptism must be registered at the local parish as soon as possible after the event.

Sacrament of Reconciliation (Confessions)

The sacrament of reconciliation is performed in the confessional located within the lantern room. This is available every Saturday from 4.15 pm until 4.45 pm before Evening Mass.

In Advent and Lent Reconciliation Services are held for the whole parish. Confessions by appointment are also available at any time arranged beforehand.

First Holy Communion

Preparation for this sacrament takes place on Sunday mornings and runs in conjunction with the Parish Child Religious Education Programme. Children in school year 3 and older are prepared and First Holy Communion takes place in June.

Contact the Parish Office for further details.

Sacrament of Confirmation

The Bishop usually administers this sacrament during his regular pastoral visit to the parish. The age for confirmation in this diocese is 13. Please contact the Parish Office for further details.

Sacrament of the Sick (Anointing of the Sick)

Please contact the Parish Office to arrange a suitable time and date. If a person who is elderly or sick wishes to receive communion at home on a regular basis, again, please contact the Parish Office where arrangements can easily be made. A number of Eucharistic Ministers are available to bring Holy Communion from the parish Mass. The priest tries to call on all the housebound at least once a month. If you, a relative or friend is going into hospital, please let the appropriate chaplain know. Please telephone and let us know rather than rely on the hospital computer system!

Death and Dying

If a person is dying the priest should be called to hear the person's confession and to administer the Sacrament of the Sick. It may also be appropriate to give the person Holy Viaticum (Communion as food for the last journey). The priest will also provide support to the relatives as well as to the dying person.

If there is no reply from the Parish Office, please contact one of the other local parishes.

In the case of death, the parish clergy will be pleased to assist and advise in any way, and should be contacted as soon as possible after

the death of the person. We will help you make all the necessary arrangements and advise you on the procedures to be followed.

Hospital's Chaplaincy Contacts

For Papworth Hospital (*) – Fr Karol on 01480 462 192

For Hinchingbrooke Hospital – Fr Nicholas on 01480 453 257

For Addenbrooke's Hospital – Chaplaincy on 01223 217 769

NB (*) From April 2018 Papworth Hospital will be relocated to a new site on the Biomedical Campus at Addenbrooke's Hospital in Cambridge, and therefore, the contact number for chaplaincy services will be as noted above, or via the main switchboard on 01223 245 151.

Sacrament of Matrimony (Marriage)

Six months' notice is required in order to allow sufficient time for preparation of the couple. Please contact the Parish Office for further details and to check the availability of the church.

SUNDAY EUCHARIST

The Second Vatican Council stated that the Liturgy should be the source and summit of our faith. Here in the parish a number of individuals help to sustain the high standard of liturgy that enables us to meet God and one another at the Eucharist and other liturgical events. There are those who serve as musicians (mentioned elsewhere) along with those who serve as Readers and as Extraordinary Eucharistic Ministers.

Regular retreats and information sessions are held for these ministers and training sessions for new ministers are held as required.

We also have a team of altar servers at all Masses.

Eucharist fasting

It is still a requirement of the Church that we should refrain from eating and drinking (except water and medicines) for at least an hour before receiving Holy Communion. Those who are sick are dispensed from this obligation. The object of this is to prepare ourselves and to be reminded of the sacrificial element of the Eucharist.

Fasting and abstinence is observed on two occasions during Lent - on Ash Wednesday and Good Friday.

Reception of Holy Communion

Those who are in full communion with the Catholic Church should receive Holy Communion (Body and Blood of Christ) at Mass.

Those who are not receiving it or who are not Catholic are very welcome to come forward for a blessing with their arms crossed over their chests as an indication.

PARISH DEVOTIONS

Exposition of the Blessed Sacrament

This is held for half an hour every Wednesday after Mass, from 10.30 am until 11.00 am and every first Friday of the month before Mass, from 9.30 am until 10.00 am. During Exposition the Morning Prayers are said dedicated to the Sacred Heart of Jesus.

Occasionally there is 40-hours Adoration dedicated to particular needs of the Church.

Novena to Our Lady of La Salette

The parish is served from 2010 by the Congregation of the Missionaries of Our Lady of La Salette. It is the international religious community established in 1951 after the apparition of the

Blessed Virgin Mary in southern France in the region of Alps near Grenoble (La Salette village) on the 19th September 1846.

Every third Monday of the month the Novena of La Salette is said after the morning Mass. More information on www.lasalette.info

Pilgrim Queen of the Family

In September 2014 a Network of Catholic Families' devotion was introduced - called *Pilgrim Queen of the Family* - united by the desire to live and share the Gospel, and to promote the devotion of Our Lady of Guadalupe through family praying of the Holy Rosary for the intentions of the Church, the Pope, and Vocations to the priesthood and consecrated life. For more information visit: www.pilgrimqueen.org

The annual rota for one week visits available in the Parish Office.

Divine Mercy Chaplet

On the 23rd of April 2017 (Divine Mercy Sunday) the Divine Mercy Picture - with the inscription "Jesus I trust in You" - was placed on the wall of the sanctuary of the church. 15 minutes before every weekend Mass a passage from the *Diary of St Faustina Kowalska* is read and Divine Mercy Chaplet is said for the intentions of the dying, terminally ill and all souls in the Purgatory.

Free image with the printed text of the chaplet available in the church's repository.

PARISH ADMINISTRATION

Parish Finance and Buildings Committee (F&BC)

This committee meets on a regular basis to assist the Parish Priest in financial matters and in the maintenance and development of our property. Most of our income is raised through the weekly offering

and parishioners may opt to use cash or standing order. A Gift Aid Coordinator is responsible for the running of this scheme that enables us to reclaim income tax paid on any donation to the parish funds. Gift Aid is a very simple way of ensuring that the parish receives extra income at no cost to the tax paying donor. The annual accounts are presented to the parish at an Open Meeting. For further details about Gift Aid, or any other financial matter, please contact the F&BC via the Parish Office.

Parish Steering Committee (PSC)

The PSC comprises members representing the parish community and photographs of committee members can be seen in the parish leaflet and via the PSC link on the website. The PSC meets regularly during the year to progress a range of issues related to the life of the busy and expanding parish and to address the parish agenda. Twice a year the PSC organises an Open Meeting and invites the full parish community to participate in discussions covering many issues being progressed, as well as the financial status of the parish. The Open Meeting are scheduled for the spring and autumn period.

Liturgy Committee (LC)

A group of the parishioners helps the Parish Priest to enhance and evaluate later on the celebrations in the parish following the abundant richness of Church's liturgy. The Committee as well assists the clergy in discernment how to accommodate in parish liturgies the new challenges arising in the society and within the Church.

Social Committee (SC)

The Social Group organises an event for all parishioners before Lent every year and a BBQ to celebrate the major Feast Days in our Parish. Details of events and other occasional "get-togethers" are advertised in the weekly newsletter.

Equality Act 2010

We strive to comply with requirements in the Equality Act 2010 and specifically to provide suitable access and adequate facilities to those in the parish family, or the wider community, who may have a disability. An ongoing review of access to the premises, services and social functions is conducted by representatives from the Parish Steering Committee and Finance and Buildings Committee and remedial action instituted where possible. Please let us know if you have any issues about access and equality through the Parish Office.

PARISH HALL

In 2002 – the centenary year of the Church of the Sacred Heart – a new Parish Hall was opened in St Ives. Nearly £170,000 in funds had been raised for this project over a number of years through the hard work and generosity of parishioners. We also received help from other bodies in the local area. The total cost of the building was estimated to be £230,000 and by obtaining £40,000 in loans, work was started in July 2001.

The hall provides a facility for groups and activities along with space for social events. It also provides a resource for the local community and is widely used in that regard. The Hall is available for hire subject to certain conditions and details can be obtained from the Parish Secretary.

There is a large, fully fitted kitchen equipped to catering standards and full disabled facilities. There is a public address system and a loop for those who use a hearing aid. The hall area can be enlarged by one third, as a folding screen allows the church extension to be incorporated as part of the building.

Hall bookings are managed by the Parish Secretary and for details of hire rates, terms and conditions, and to book the hall, please contact the Parish Office.

PARISH “COURTYARD PROJECT” (New Room’s Name needed)

During spring/summer 2017 an internal courtyard, surrounded by the church, the presbytery and church’s extension, was transformed into a new room after years of planning.

An internal wall was removed to increase the size of the new room, an elevated floor was fitted and a roof lantern installed to maximise natural light to the room.

The multi-purpose room provides additional and much needed accommodation for the busy church which include a larger confessional area (with better access for parishioners using a wheelchair), a meeting room and space for the Children's Liturgy at Sunday's 11am Mass and “unhappy” children at 5pm and 8am weekend Masses.

It is fitted with audio-visual equipment to relay services conducted in the church at busy times in the liturgical calendar when extra space is needed.

GROUPS AND ACTIVITIES

Here is where you will find information about the various groups that meet regularly in the parish. If anything has been omitted that you would like to see here, or if you simply want more information, please do not hesitate to contact the Parish Office.

Children and Parents Group (in preparation)

The aim of the group is to help parents to bring their children closer to God from an early age. The group is for children 0—10 years old. At each meeting there would be an activity for the parents and the children with prayer and social time. Meetings on Saturday once a month for one hour in the Parish Hall. Children must be accompanied by at least one parent.

Suggestions and volunteers most welcomed!

Altar Servers

We have a dedicated team of altar servers – both girls and boys – who serve at all Masses and at other services, and take part in regular training sessions. In order to serve, an individual needs to have made their First Holy Communion and should speak to Fr Karol.

SVP Autumn Club

This group meets on a Wednesday afternoon once a month. It is for those who are retired and offers tea and cakes with the opportunity to meet with others. Occasional speakers and outings are arranged and transport can be provided.

Church Cleaning Group

A band of volunteers keep the Church clean and tidy. The job only takes about two hours and with more helpers the frequency of the task becomes less. Parents are welcome to bring young children with them and there is always the opportunity to chat as well as to polish. We believe in equal opportunities and men are not excluded from this group!

Flower Arranging Group

A group of people (all ladies at present) provide the floral decorations in Church for the weekends. The cost of flowers is reimbursed, equipment and advice is provided for those who wish. A BSc in flower arranging is not needed – just a willingness to experiment and learn!

Community Lunch Club

Each month from September to June a lunch is arranged in our parish hall cooked and served by volunteers, one of whom has the Environmental Health Certificate. The lunch is open to parishioners, their friends, families and members of other Churches.

Full details can be found in the weekly newsletter.

Society of St Vincent de Paul

This is a group of volunteers who visit the sick and poor with a view to providing practical and spiritual support. Meetings are held on the second and fourth Thursdays of the month in the Presbytery for prayer and to identify both candidates for assistance and their real needs. Funds are raised by donations from members and friends, occasional special collections and generous gifts from donors.

Holy Land Support Group

The group meet to arrange financial help to support our twinning project with the village of Aboud in the West Bank, Palestine. An overview of the accounts is maintained and money is sent to the school in Aboud on a regular basis. Consideration is given to specific requests for help if finances permit, and financial support given is donated by parishioners and friends. For information on the Holy Land Group please speak with Fr Karol or contact the Parish Office.

Lay Apostolate Prayer Meeting

Meets at after Mass at 11 am on the Second Wednesday of the month in the Presbytery's dining room. All welcome.

Music Group

We have a long tradition of both traditional music and that of a more modern style. A number of musicians provide a group that plays once a month and they meet on Wednesday evenings in the Church to rehearse - anyone is welcome to join them. We have a number of organists who provide music for the liturgy but are always ready to welcome any new volunteers. There is a small group of singers who facilitate the music at Mass and perform the function of cantors as required. For any further information on this ministry, please contact the Parish Office.

Proclaim!

It is the new evangelisation movement advocated by Pope Francis and recommended by bishop Alan in East Anglia Diocese which is called **Proclaim!** We are reviewing how our parish delivers the mission of spreading the good news given to the Church by Jesus in the modern world and in our local circumstances. Much of the work is already in place, but we are looking at how we can improve our communications with parishioners, particularly those who no longer come to Mass, and how we can encourage local community contact between our parishioners, and other Christians, in the villages within our parish outside St Ives. Further information will be added to the Proclaim! section of our parish web site as this work progresses.

THE GRAPEVINE

THE GRAPEVINE is a biannual parish publication produced by a small team of parishioners led by the Parish Priest. A report of the two parish Open Meetings is included as well as interesting and informative articles from parishioners and the wider communities that we are involved with. You are welcome to submit an article or if you have any editing or publishing experience and wish to join the group, please contact the parish office. THE GRAPEVINE also takes advertisements from parishioners for a full, half and quarter page at a reasonable cost supporting publication. If you would like to place an advert or contribute any articles (e.g. your thoughts on issues close to your heart, recent interesting experiences, book/film reviews, poems etc.) please send to *diane_grant@btopenworld.com*.

THE REPOSITORY

This is located at the back of the church, where a selection of bibles, missals, prayer cards, children's books, rosaries, icons etc. can be found. The repository is open after all Sunday Masses and on request through the Parish Office.

CHILD PROTECTION and SAVEGUARDING

Safeguarding applies equally to children and vulnerable adults and to further this the parish has a Safeguarding Representative who ensures that all volunteers working with unsupervised access are checked in accordance with the policies and procedures of both the Catholic Safeguarding Advisory Service and the Diocese of East Anglia. The Diocese and Parish are fully committed to safeguarding in the Church in order to ensure that we maintain peaceful, loving and safe Christian communities in which everybody, particularly young and vulnerable members, can confidently participate.

Details of all policies and Diocesan contacts can be found at www.rcdea.org.uk/safeguarding.

The Parish Safeguarding Representative is Michael Smallman who can be contacted through the Parish Office.

If you would like details on these groups' meetings, please contact the Parish Office. Is anything missing? Do you have an idea for a group, a skill to offer or a need you have identified? Please come and discuss it with Fr Karol or raise the matter at the Parish Open Meeting.

Thinking about becoming a Catholic?

From time to time we run courses for those interested in exploring the possibility of becoming Catholic.

For more information, please contact Fr Karol or Parish Office.

PERSONNEL AND CONTACTS

Address:

Catholic Church & Parish of the Sacred Heart of Jesus
*served by the Polish Province of the Congregation
of the Missionaries of Our Lady of La Salette (MS)*
The Presbytery
19 Needingworth Road
St Ives, Cambs. PE27 5JT

Parish Priest:

Telephone: **Father Karol Porczak MS, SThD**
email: 01480 462 192
 parishpriest@sacredheart-stives.org.uk

Parish Office hours:

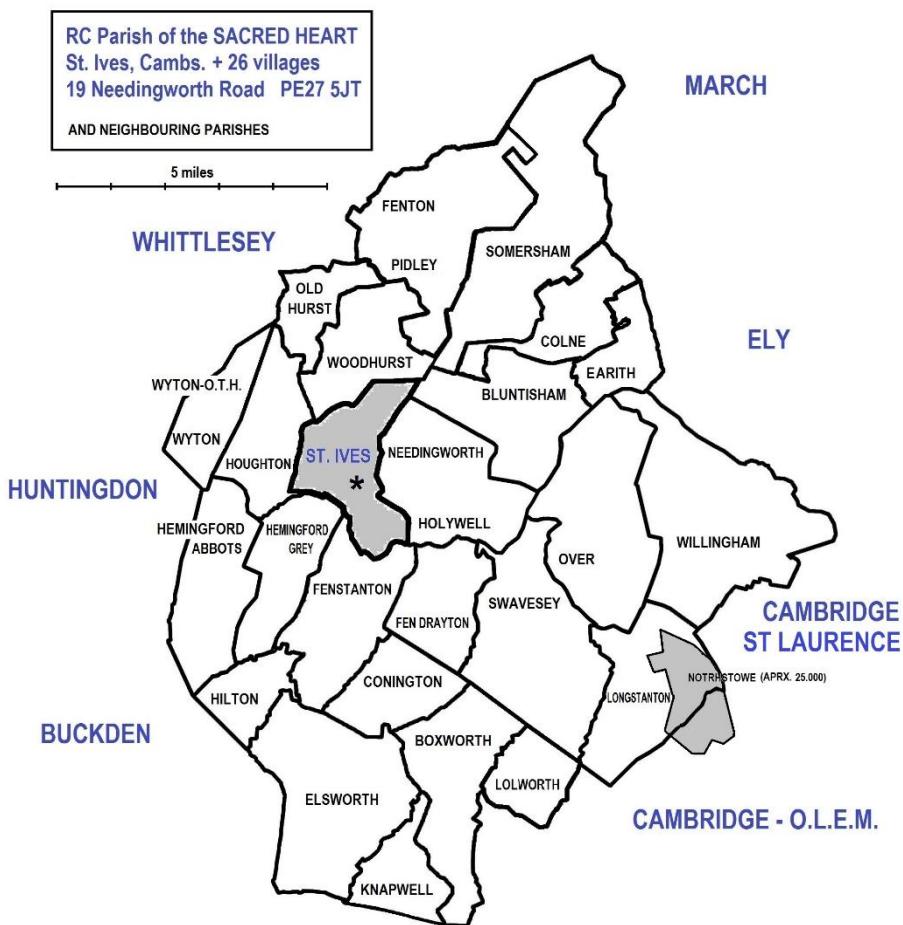
Tuesday	09.30 am — 2.00 pm
Wednesday	09.30 am — 2.00 pm
Friday	09.30 am — 2.00 pm

Parish Secretary: **Mrs Magdalena Kania**

Telephone: 01480 462 192
email: office@sacredheart-stives.org.uk

Website: www.sacredheart-stives.org.uk

Map of the Parish boundaries and villages



Bluntisham	PE28	Hemingford Grey	PE28	Over	CB 24 5
Boxworth	CB23	Hilton	PE28	Pidley	PE28
Colne	PE28	Holywell	PE17	ST. IVES	PE27
Conington	CB23	Houghton	PE28	Somersham	PE28
Earith	PE28	Knapwell	CB3	Swavesey	CB24
Elsworth	CB23	Lolworth	CB3	Willingham	CB24
Fen Drayton	CB24	Longstanton	CB3	Woodhurst	PE27
Fenstanton	PE27 PE28	Needingworth	PE27	Wyton	PE28
Hemingford Abbots	PE28	Old Hurst	PE28	Wyton-on-the-hill	PE28