

# *Department for Christian Life and Worship*

## **Annual Report 2004**

### Introduction

The Department has met three times in the last year, at Ushaw College, in London and Leeds.

### Membership

Rt Revd Mark Jabalé	<i>Chairman</i>
Rt Revd Alan Hopes	
Rt Revd Thomas McMahan	
Rt Revd Brian Noble	
Rt Revd Arthur Roche	

Department meetings were attended by in the last year:

Mgr Kevin McGinnell	<i>Secretary, Spirituality Committee</i>
Revd Dr Peter McGrail	<i>Chair, Formation Subcommittee</i>

### 1. Ritual Books and Rites

#### **Rites of Ordination**

The Department oversaw the process of reviewing and revising the ICEL translation of these Rites, and the approval of the amended text by the Bishops' Conference. The translation was sent to the Holy See for *recognitio* following the Easter meeting of the Conference.

#### **Order of Dedication of Church and Altar**

The Department oversaw the process of reviewing and revising the ICEL translation of this Ritual Book. The amended text was approved by the Bishops' Conference. However subsequently it was decided by the Department not to submit it to the Holy See for *recognitio* because of the need to give the Congregation for Divine Worship space for the forthcoming work on the Missal.

#### **Common of the Mass, Roman Missal**

The Department oversaw the process of the Conference's reviewing and commenting on the ICEL Green Book translation for the Ordinary of the Mass. As part of this process the Department consulted with the National Council for Lay Associations, the National Board of Catholic Women, the Conference of Religious and the National Conference of Priests. The results of both consultations were provided to ICEL.

#### **General Instruction of the Roman Missal**

The Department has received from the Holy See an authorised translation of the *General Instruction* for use in the Dioceses of England and Wales. This is presently being prepared for publication. It will be published during Eastertide 2005 together with *Celebrating the Mass*, a text previously authorised by the Bishops' Conference, and

*With Hearts and Minds*, formation material prepared by the Liturgy Office. It is expected that a revised translation will be published in the 3<sup>rd</sup> edition of the Roman Missal.

### **Lectionary for Mass**

The Department has assisted the Bishops' Conference evaluate and agree to membership of a project to prepare a new translation of the Lectionary for Mass. This work will be undertaken in conjunction with other English speaking Bishops Conferences. Conferences will be assisted by a new Mixed Commission, provisionally known as ICPEL.

### **Calendars**

The Department has encouraged Dioceses to review their local calendars in light of the revision of the National Calendar. The Department proposes to review the National Calendar and the current practice with regard to Holydays of Obligation so that any changes may be introduced at the time of the introduction of the new edition of the *Roman Missal*.

## **2. Norms and Guidelines**

### **Rite of Penance**

The Bishops' Conference was required by *Misericordia Dei*, a *motu proprio* of the Holy Father, to prepare Norms for the celebration of the third form of the Rite of Penance. These were approved by the Bishops' Conference and received *recognitio* from the Holy See. They have been published in *Briefing*.

To coincide with the publication of the norms the Bishops' Conference asked the Department to produce materials to support best practice regarding the first and second forms of the Rite of Penance. These materials were produced by the Liturgy Office and circulated to Bishops and Liturgy Commissions and posted on the Liturgy Office website.

### **Norms for the Distribution of Holy Communion**

The Department has produced draft norms as suggested by the Holy See (GIRM 283). These await approval by the Bishops' Conference.

### **Music in Ritual Books**

The Department has established a consultation process under the chairmanship of Bishop Hopes to propose a policy with regard to music in ritual books and to consider how the Bishops' Conference can best fulfil its responsibilities for oversight of other music and texts used in the liturgy.

### **Liturgical Ministry**

The Department is consulting the Bishops' Conference with regard to formation for lay liturgical ministries.

### **Celebrations of the Word and Communion**

The Department continues to assist the Bishops' Conference in its consideration of the need for Celebrations of the Word and Communion, the form these might take, and the formation necessary for ministers of such celebrations.

### **Redemptionis Sacramentum**

The Department is offering assistance to Bishops as they respond to the guidance provided in *Redemptionis Sacramentum*.

### **Synod on the Eucharist**

The Department has produced a draft response to the Lineamenta issued in preparation for the Synod in 2005.

### **Fees**

The Department is considering how to prepare guidelines concerning the payment of fees to lay liturgical ministers (e.g. musicians, lay presiders at funeral liturgy).

## 3. Other Matters

### **Liturgy Office**

The Department has agreed in principle to proposals that clarify the role of the Liturgy Office and its relationship to the Department. These are to be reviewed as part of the Department review to be undertaken when the new Department Chair assumes office in 2005.

### **Electronic Publishing**

The Department has indicated that it wishes future ritual books to be made available in electronic format as well as in bound copies. This will complement the wide range of material already made available electronically on the Liturgy Office website.

Allen Morris  
Martin Foster  
8/11/04

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Catholic Bishops' Conference  
of England and Wales  
39 Eccleston Square, London SW1V 1PL  
020 7901 4850 • lifeworsh@cbcew.org.uk

## *Department for Christian Life and Worship*

### **Liturgy Committee** Annual Report 2004

#### Introduction

The Committee has met twice in the last year in London and Leeds.

#### Membership

Rt Revd Arthur Roche

*Chairman*

Rt Revd Alan Hopes

Revd Andrew Cameron-Mowat SJ

Revd Tim Menezes

Mgr Kevin McGinnell

Revd Peter McGrail

Revd John Meredith

Revd Philip Moger

Ms Ann Moynihan

Mr Anthony Ogunseitan

Ms Mag Shepherd

Sr Anthony Wilson SND

Canon David Kennedy *Church of England Observer*

#### Projects

##### **Order of Christian Funerals**

A trial edition containing the Rite of Committal from the Order of Christian Funerals with the Lectionary for Masses for the Dead has been published. It is being trialled in 3 dioceses: Cardiff, Leeds, Northampton. Participants in the trial have given evaluation forms which will be reviewed. It is expected that a report and recommendation on how to proceed will be sent to the Department's Easter meeting.

The Committee also considered issues surrounding people's books for funerals and the disposal of ashes.

##### **Holy Communion and Coeliacs**

The Committee welcomed the proposal for guidance and suggested areas for development.

##### **Translation of the Order of Mass**

At its March meeting the Committee commented on ICEL's draft translation of the Order of Mass. In the discussion members appreciated the difficult task face by the translator but thought more needed to be done to find the right balance between an elevated style of language and people's prayer while respecting the need for accuracy.

### **Synod on the Eucharist**

At its October meeting the Committee had the opportunity of discussing the Lineamenta which has been sent out in preparation for the Synod on the Eucharist.

### **Working Groups**

The Committee is in the process of setting up two working groups to look at the *Liturgical Formation of Deacons* and *Celebrating Endings and Beginnings*. The Committee considered the need for group to look at resources for celebrating marriage but decided to wait for feedback from the *Listening 2004* process.

### **Review of Department papers**

The Committee commented on the following papers and issues before they were presented to the Department: Communion under both kinds, Liturgical Ministry, Ritual Music, *A time of prayer*.

The Committee also commented on a paper on *Blessing at Communion* prepared by the Spirituality Committee.

### **Reports**

The Committee received reports from people representing the Department at the *Churches Funeral Group*, *Joint Liturgical Group* and *Royal School of Church Music*.

# Formation Subcommittee

## Introduction

The Subcommittee has met 4 times in the last year in Leeds, Bristol and London.

## Membership

Mr Paul Inwood

Revd Martin Jakubas

Revd Peter McGrail

*Chair*

Mr Mike Stanley

Ms Nicky Stevens

The Subcommittee welcomed Mrs Anne Dixon Coordinator of *Living and Sharing our Faith (National Project)* to its May meeting in Bristol.

Through its discussion of a number of projects the Subcommittee has identified some common issues: how to provide liturgical formation in a changing Church; recognising that formation should be appropriate people's skills; the need to employ language that appropriate to the level of the intended readership; that developments in IT and media needed to be integrated into formation plans; the need to support those who provide liturgical formation and encourage collaboration.

## Network Meeting

The Subcommittee held a successful meeting with diocesan liturgy contacts in Leeds in February. The meeting looked at formation for ministers of the word and the relationship between architect, parish, diocese and brief using the place of the word as a focus.

The 2005 meeting will be held at Swanwick in February.

## Projects

### Formation for Lay Liturgical Ministers

Much of the last year has been spent working on the Guidelines for Ministers of Communion and the Word together with an Introductory document. The Subcommittee had identified the need for a paper on the Formation of the Liturgical Assembly as the locus in which liturgical ministry happens.

To assist formation the Subcommittee are developing the provision of a Syllabus of formation together with the resources for the delivery of the material. To assist dioceses using this material a Summer School is being considered for July 2006

### Other Projects

The Subcommittee has also considered the following other projects: Liturgy and Young People, Liturgical Formation of Teachers, Broadcast Liturgy, Guidelines for Ministering the Word, Spirit of the Season and a DVD for liturgical formation.

## Publications Subcommittee

The Publications Subcommittee has met once in the last year.

### Membership

Rt Revd Arthur Roche      Chairman

Rt Revd Alan Hopes

Revd John Arnold

Mr John Gibbs

Ms Karen Goldsmith

Mrs Primavera Quantrill

Revd Jonathan Stewart

### Colloquium

The Bishops' Conference has set up Colloquium to manage the publications of the Conference. At the January meeting of the Subcommittee Fr Morris was invited to sit on the Colloquium Board by Mr John Gibbs who chairs Colloquium so that plans for liturgical publications be integrated in its role. It is seen that the Department would need to review the role of the Subcommittee as Colloquium's role becomes more clear.

Martin Foster

4/11/04

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CATHOLIC BISHOPS' CONFERENCE  
OF ENGLAND AND WALES

**PATRIMONY COMMITTEE and SUB-COMMITTEE**  
**Report to the Department of Christian Life and Worship**  
**October 2004**

The Patrimony Committee and Sub-Committee will have met jointly four times this year. Meetings have been held in March, June and September. The fourth is arranged for 25<sup>th</sup> November 2004. The Committee's Working Party (a joint initiative of the Patrimony Committee and National Conference of Financial Secretaries) met in February and June.

The Committee's main task this year has been the production of a formal response to the government's Review of Ecclesiastical Exemption which was undertaken by the Department for Culture, Media and Sport. Views were sought from all the Historic Churches Committees of England and Wales. Peter Beacham, Head of Designation Review at English Heritage, spoke at the Committee's March meeting and members of the Committee attended various meetings arranged by DCMS. A draft was circulated to HCCs, committee members and Department Bishops for comment. The final response to DCMS was submitted in April together with copies of individual responses from four HCCs as a sample of views. The response has been acknowledged but there has been no further comment from DCMS and it is unclear how government intend to take their review forward. There is talk of pilot "management agreements" but nothing concrete has yet emerged. The Committee is in touch with representatives of the other exempt denominations which likewise are awaiting developments. A separate review of Exemption has been carried out in Wales on behalf of Cadw. This has yet to be made public.

A joint proposal from the Working Party and English Heritage has been agreed. With input from the Working Party, EH will carry out an Audit of Places of Worship in the Dioceses of Arundel & Brighton and in Lancaster. It is hoped that these pro-active reports will be an aid in future diocesan planning. The Working Party continues to consider the implications of the growing number of churches no longer required for worship, the inadequacy of Government funding and grant support to help with the increasing number of churches needing major repairs and the increasing incidence of spot listing which makes future planning difficult.

Another joint project with English Heritage is the production of a book on the architecture of Catholic churches. Over 100 churches and chapels are being visited by Christopher Martin and Alex Ramsay. Christopher is writing the text for the book and Alex, one of the country's leading architectural photographers, is taking the photographs. It is hoped for a publication date in time for Christmas sales in 2005.

The Committee has produced a booklet of notes and guidance for those responsible for listed buildings and is finalising guidance notes on inventories. Throughout the year there is continuous two-way communication with individual HCCs. They often request advice and the Committee distributes information which is helpful to them in carrying out their important role.

The Committee is kept informed of the work of the Catholic Records and Archives Societies.

In February the Committee arranged and hosted the annual conference for HCCs. This year it was held at St Chad's Cathedral in Birmingham with the theme 'Stewardship of the Patrimony of the Catholic Church'. Despite the inclement weather 55 delegates from throughout England and Wales attended. Arrangements have started to be made for the 2005 Conference to be held at the Brompton Oratory, London on February 24<sup>th</sup>.

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## *Department for Christian Life and Worship*

### **Spirituality Committee** Annual Report 2004

The Committee has met for three day meetings and a two day residential meeting since November 2003.

The membership is :

Bishop Brian Noble

Jenny Bond

Mark Davis

Mgr Kevin McGinnell

Fr Allen Morris

Fr David O'Malley SDB

Sr Diane Reynolds CSA

Sr Mary Slaven HFB

Our areas of consideration over the year can be summarised as follows :

#### Blessings at Communion

a lengthy exploration of this topic is being undertaken and the work produced has been sent to the Theology and Ecumenical Committees for comment. A final text is hoped for in 2005

#### Spiritual Communion

arising from the discussion about Blessings at Communion, the issue of Spiritual Communion is being discussed both from an historical viewpoint and also more so from its relevance to the contemporary situation of those who are excluded from Communion (for whatever reason) and in the context of Services of Word and Communion.

#### Directory of Popular Piety

Leaflets are being planned to help develop the use of this text and apply it to our own situation in England and Wales

#### Spirituality

is the subject of a draft paper to be finalised in 2005, since the term is used liberally in secular society with a range of meaning. It asks us to define clearly how we understand the term and use it within the Church. This has been part of discussions held with CASE, the Retreat Association, and the Churches' Spirituality Coordinating Group (CTE).

#### Spirituality and spiritualities

The Committee met at Clare Priory for an overnight stay and took the opportunity to explore with the community the issues of both Augustinian Spirituality and that of a mixed community (lay/religious). Religious communities are best placed to reflect on their own spirituality. It would seem that the Committee's role is to reflect on the place of spirituality in the wider context of ecclesial life, to point to issues of spirituality that are emerging as church life changes, and to reflect on what are often the hidden

resources of spirituality within our community. This has already led to projects outlined above, the contribution of the Committee to the work for the General Instruction of the Roman Missal.

*Monsignor Kevin McGinnell*  
*Secretary*

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## *Department for Christian Life and Worship*

### **Liturgy Office** Annual Report 2004

#### **Staff**

Fr Allen Morris and Martin Foster continue as Liturgy Office Secretary and Assistant Secretary respectively. Angela Regan who had served as the part time Department Administrator resigned at Easter 2004, and was replaced by Liz Taite in May 2004.

#### **Role of Liturgy Office**

The Department has agreed in principle to proposals clarifying the role of the Liturgy Office and its relationship with the Department. The Office is seen as having two aspects to its work: Information and Formation

#### **Information**

##### Liturgy Newsletter

The *Liturgy Newsletter* is produced 4 times a year and is distributed via diocesan liturgy contacts as well as on the website. The Newsletter provides an opportunity to highlight work in particular areas such as Penance. During the year the decision was taken to place book review directly on the website, thus freeing up more space in the Newsletter itself and making it possible to offer more and fuller book reviews.

##### Website - [www.liturgyoffice.org.uk](http://www.liturgyoffice.org.uk)

The website is part of the Conference website but is maintained by the Office. The website continues to expand with a liturgical calendar being developed. The decision was taken to make the Liturgy Office's materials for Penance and the Year of the Eucharist available to parishes and dioceses from the website only from the website as way of both saving publication and distribution costs and making the resources more easily accessible to a wider range of people. (It is usual practice to email details of such website publication to Liturgy Contacts, and usually to Bishops, as well as being highlighted in the *Liturgy Newsletter*.) Material was also produced to mark the 25<sup>th</sup> Anniversary of the Pope's election and the 60<sup>th</sup> Anniversary of the D Day landings.

A summary guide to the Instruction *Redemptionis Sacramentum* was produced and made available in this way also. Over the next year it is hoped to develop the area of documentation – to provide downloadable copies of the Introductions to the Rites in use in England and Wales. The facility the website offers for people to email queries to the Liturgy Office is used frequently.

##### Magazine Subscription Service

Recognising the difficulty of organising subscriptions to many of the excellent English language liturgical periodicals available around the world the Office has organised an annual subscription service. The service gives subscribers a choice of 8 journals from Australia, Canada and the United States.

##### Diocesan Liturgy Contacts

There is one such Contact in each diocese and they form the primary conduit for information to diocesan liturgy commissions and others. There is an annual meeting held each year in February. In 2004 the group met in Leeds. The meeting looked at

formation for ministers of the word and the relationship between architect, parish, diocese and brief using the place of the word as a focus.

The contacts and other members of diocesan commissions also meet in North and South groupings twice a year.

#### Publishers

The Office has engaged with the following publishers in the last year: CTS, Canterbury Press, Continuum, HarperCollins and the Grail, John Neale, LTP, Redemptorist, McCrimmons.

#### Media

AM is regularly sought out for comment by the Catholic and national media; a leaflet on the rosary was particularly well received. He has begun a regular weekly column for *The Universe*.

### **Formation**

#### Rite of Penance

Resources have been produced to support best practice in the celebration of the Rite of Penance in particular forms 1 and 2. Material included both practical resources and discussion material. Further material is planned for Lent 2005. The material was distributed to the dioceses and is freely available on the website ([www.liturgyoffice.org.uk/Resources](http://www.liturgyoffice.org.uk/Resources)).

#### Year of the Eucharist

The Holy Father has called for a Year of the Eucharist from October 2004 - October 2005 culminating in a Synod on the Eucharist in Rome next year. To assist parishes the Office has produced a guide to and resources for Exposition. ([www.liturgyoffice.org.uk/Resources](http://www.liturgyoffice.org.uk/Resources))

#### Spirit of the Season

A half-termly liturgy bulletin for schools that is distributed via dioceses and the website. In the last year it has looked at preparing and evaluating collective acts of worship, and liturgical ministry in schools.

#### Working with dioceses and organisations

AM and MF have worked with or in the following dioceses and organisations in the last year: Clifton, Middlesbrough, Northampton, Portsmouth, Salford, Southwark, Westminster, Wrexham, Caritas – Social Action, National Board of Catholic Women, National Network of Pastoral Musicians, RCIA Network and Society of St Gregory.

#### Westminster diocese – At Your Word Lord

The Office has produced liturgical material for the Westminster diocesan renewal programme. Each season has a liturgical focus – a section of the Mass – and for the booklet for Parish Liturgy Groups the Office has produced material introducing the liturgical focus and the musical implications. This material is available on the website ([www.liturgyoffice.org.uk/AYWL](http://www.liturgyoffice.org.uk/AYWL))

Martin Foster

Allen Morris

9/11/04

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