

Parish Pastoral Council Minutes

February 2017

7:00PM

Parish Centre Modbury

Minutes by: Anna Neave

1. Prayer & Welcome

Carolyn led prayer and then welcomed members to new year of the Council, thanked them for their ongoing commitment and asked that they prioritise regular attendance at meetings. Urgent need to get photos of Council members up so parishioners can identify us. Asked those without photo to follow up. Asked members to check spelling of name on minutes so we can go ahead with name badges.

2. Attendance & Apologies

Attendees: Therese Meyers, Louella Walker, Jen O'Neill, Michael Flavel, Leonard Gan, John Jarrad, Betty Roper, Graham Speed, Michelle Thomas, Carolyn Ost, Anna Neave

Apologies: Arnold Callado, Marie Haydon, Fr Manu, Angela Coon and Helen Podgorski

3. Standing Items

3.1 Minutes of Previous Meeting

Minutes moved as accepted by Therese Meyers and seconded by Graham Speed

3.2 Business Arising from Previous Minutes (not listed in new business)

- 3.2.1 Angela Coon was thanked for her work on the Council - she advised that she would be continuing to serve on council – Michelle Thomas would take on role of representing SFX.
- 3.2.2 Brief discussion about creating specific roles for each member of the parish council. Members were reminded that everyone on Council serves as the voice of the entire parish.

3.3 Reports:

- 3.3.1 Pastoral – circulated. Jen thanked for her report
- 3.3.2 Gleeson College Liaison and St Francis Xavier – no report as too early in year
- 3.3.3 Parish Finance Committee – John Jarrad – report tendered – PFC not yet met. Financial situation looking good largely due to not yet paying Pastoral Associate.

3.4 Correspondence

- 3.4.1 Vocational Movement letter from Archbishop Wilson – request to nominate rep from parish PPC – 4 meetings to attend 7pm - 8.30pm Carolyn would attend and Therese could fill in Key focus renewal. Possible other parishioners to be approached **Carolyn to follow up.**
- 3.4.2 Diocesan Visitation Program – 15 – 20 parishes to be visited per year on a three-year cycle. When it is our turn there will be work for the PPC to do in preparation for the visit.
- 3.4.3 Email from East Timor Committee seeking a representative from HT on the committee. Aim is to have the committee represent the whole of the parish. Suggestion that we invite Marie or Paul Haydon to consider. **Carolyn to follow up.**
- 3.4.4 Alpha Training – discussion of aims and purpose. Suggestion that we do follow up next opportunity. Michael Flavel also suggested that we could contact the local Lutheran Community to discover what makes the program work for them.
- 3.4.5 Child Protection – item in New Business

Parish Pastoral Council Minutes

4 New Business

4.1 Liturgy Committee **Presenter: Carolyn Ost**

Proposal that we get under way. Carolyn and Jen volunteered for committee. Members asked to identify anyone else we should be approaching. Need to check that we have the contact details of all current Ministers. Suggestion that we meet with current ministers following Masses on weekend of 25/26 Feb following notice in bulletin next weekend. **Carolyn and Jen to follow up.** Some discussion around slow start to this committee getting underway due to difficulties that occurred. However, commencing in earnest now and liturgical season will give group some impetus.

4.2. Fundraising Policy

John advised that PFC will take responsibility to circulate the new policy in the parish. Same method as with Liturgy Committee document – 10 hard copies at each Mass, available on parish website. Notice in bulletin to advise parishioners to read and feedback. **John Jarrad to follow up**

4.2. Child Protection

Carolyn advised that Child Protection would be a regular standing item on the PPC agenda. For today Fr Manu needs a second person who can be contacted in the event of a need to make a report. Cannot have only one person in case that person is the one someone wants to make a complaint against. Therese advised that Child Protection is passion of hers and volunteered to be the second person. Jen advised that the diocese is providing some Child Protection Training for volunteers and that we will be inviting attendance.

URGENT review that volunteers are trained and police checks done. Carolyn and Jen to follow up.

4.3 Renewal Survey **Presenter: Carolyn Ost**

Possible layout presented using Survey Monkey. Members agreed responses would allow council to set priorities for year. Electronic format preferred. Some concern re limit of 100 respondents, may be able to seek assistance from Xavier College or SFX.

4.4. AOB

Leonard Gan has had to resign from the committee due to family reasons. Leonard was thanked for his contribution to Council.

Action Items	Person Responsible	Deadline
a) Name badges and photos of council members to be finalized	Carolyn	Next meeting
b) Vocations Movement volunteer for meeting	Carolyn	Next week
c) Marie/Paul Haydon to be contacted re Maliana Committee.	Carolyn	Next week
d) Notice in Bulletin re meeting after mass for Liturgy ministers	Carolyn/Jen	Next weekend
e) Fundraising Policy to be distributed + notice in bulletin	John Jarrad	
f) Follow up possibility of ALPHA training in parish	Carolyn	1 st March
g) Child Protection and risk	Carolyn / Jen	Wed 15 th Feb

Next meeting to be held on Tuesday 14th march 2017

Louella to prepare the prayer for the next meeting.

The meeting came to an end at 8.55pm with concluding prayer by led by Jen O'Neill

Parish Pastoral Council Minutes