

Minutes
Parish Pastoral Council Meeting
15th March 2018

1.	Welcome: Chairperson
	Prayer: Therese Meyers
2.	Attendance:
	Father Manu, Carolyn Ost, Jen O'Neill, Rony Abraham, John Jarrad, Therese Meyers, Michael Flavel, Louella Walker
3.	Apologies
	Michelle Thomas, Marie Haydon, Arnold Callado, Angela Coon, Graham Speed
4.	Standing Items
4.1	Minutes of Previous Meetings – 13th February 2018 Michael queried the content on the point 5.2 - Fr Jack's Golden Jubilee celebration where the Mass timing at HHT is mentioned as 9.30am? <ul style="list-style-type: none"> - Accepted by Fr Manu and seconded by Louella
4.2	Business Arising from Previous Minutes
4.3	Reports
4.3.a	Pastoral – report circulated in advance and tabled <ul style="list-style-type: none"> - Parish representatives were present at the confirmations before Easter - Youth group get together was planned for the following Sunday (20.03.18) - Therese queried and recommended locking in dates for the training of extraordinary ministers at HTC and also a practical session to be held at John XXIII - Training for the Proclaimers of the Word is also to be scheduled
4.3.b	Parish Finance Committee – report circulated in advance and tabled <ul style="list-style-type: none"> - Budget for 2017 – pending completion and publication. There should be a surplus of \$9000/- - Budget for 2018 – John advised that there will be a surplus but this goes into the depreciation fund and also covers wages for the Pastoral Associate - Planned giving – the PFC will provide resources to hand out to parishioners for the weekend of 5th/6th & 12th/13th May. Action: Speakers at all masses for this purpose are to be identified <ul style="list-style-type: none"> - PA system at HTC – enhancement is in progress and will include a possible movement of the location of the Audio Console - John XXIII Organ – Further to the identified need of a good clean, Fr Manu added that the organ is in working condition and if required, offered the organ that is in the HT shed. Action: John accepted to follow up on this <ul style="list-style-type: none"> - State Election – John was scheduled to meet with the organisers on 16.03.18 at 7pm to discuss matters of safety, ease of access & movement of the public. It was decided to leave the current arrangement for the BBQ on this day as is as it was too late and would not be fair to notify the current team of any change. It is agreed however that for next year, the takeover of

	<p>this activity is to be planned and communicated well in advance</p> <ul style="list-style-type: none"> - Fr Manu shared that a donation has been received to replace the lights at HTC with LED ones. Once purchased, Lionel has offered to fix them - The rusting of the aluminum window frames at HTC is also currently being attended to
4.3.c	<p>St Francis Xavier Primary School – report circulated in advance and tabled</p> <p>As Michelle Thomas was an apology, her report is recorded as read by the committee members present.</p>
4.3.d	<p>Gleeson College – report circulated in advance and tabled</p> <ul style="list-style-type: none"> - Michael Flavel suggested that the school staff have been focused on the settling in of the students that had started in Year 7 and this has overshadowed the communication with the Principal & APRIM. Jen & Therese confirmed that they have tried several times to make contact with Adam Cibich. Carolyn reminded the committee of the correct protocol for making contact with the school management - The suggestion from the previous PPC meeting to share communication regarding the programmes for Holy week has not happened. At this time there has been no confirmation of dates and timings for the school services for Holy Week and so there is no information that can be published in the Parish Bulletin and vice versa; there has been an inability to have a communication with the school to see how the Parish Holy Week programme can be published in the school bulletin - No further discussion on the Parish involvement with the College's 30th anniversary celebration in October 2018 perhaps parish could get involved with those celebrations
4.3.e	<p>Liturgy Committee – no report (Therese provided a verbal update)</p> <ul style="list-style-type: none"> - Triduum liturgy – the outline/template prepared last year has come to good use once again for this year's preparation - Roster for Holy Week celebrations – this still had a lot of gaps <p>Action: all PPC members to approach and encourage parishioners who are known as Eucharistic ministers/Proclaimers of the word; Fr Manu to include in his closing address at masses</p>
4.4	<p>Correspondence</p> <ul style="list-style-type: none"> - A letter of thanks received from the Archbishop for the generosity and stewardship to Parish Appeals. This together with the calendar for the 2018 appeals was tabled and also forwarded to the Liturgy Committee - Invitation from the Archbishop for the Inaugural Diocesan Service for Christian Unity (Saturday, May 26th at St Francis Xavier Cathedral, 2-4pm) was tabled
4.5	<p>Child Protection</p> <p>Training still to be scheduled. Volunteers can continue on rosters</p>
5.	Business From Previous Meeting
5.1	<p>Fr Jack's 50th Jubilee</p> <ul style="list-style-type: none"> - Date is confirmed as 12th September 2018 at John XX111, 12noon Mass - 2 more volunteers have come forward for this event – Josh Hemsing & Corey. Fr Manu questioned the involvement of a family member and suggested that it may not be ideal. Fr Manu volunteered to join the organizing team. On recommendation, John Jarrad will also be

<p>5.2</p>	<p>included however he was unsure of his attendance at meetings</p> <ul style="list-style-type: none"> - Louella confirmed organizing a cutting cake and slices to distribute <p>Craft Market</p> <ul style="list-style-type: none"> - Confirmed date is 3rd November 2018 and it is now agreed that this is a Craft Market not a Craft Fair - Helen is continuing to coordinate with current stall holders - Fr Manu urged that a timeline be set up so a handover for action can commence. He volunteered to liaise with Helen to obtain an update of information to share at the next PPC meeting. He also stressed the importance of ensuring this was a community event - Fr Manu has brought custom made banners for the event from India. Eyelets have to be added for hanging these up. John accepted to look into this - Persons from the craft group who have volunteered help with this year's craft market are Mary Bryant, Joe & Catherine Kersley. It was suggested to have a meeting with them. <p>Action: Carolyn accepted to coordinate meeting</p> <ul style="list-style-type: none"> - An idea was put forward to have the various Parish groups take on responsibility for different aspects of the Craft Market. This is to be kept on the PPC meeting agenda for further discussion. - Previous ideas of an auction and cooking classes (put forward by parishioners and discussed at previous meetings) was re-visited
<p>5.3</p>	<p>Fundraising Committee</p> <ul style="list-style-type: none"> - Graham Speed has volunteered to be the representative from HTC if no other person comes forward. <p>Action: Carolyn volunteered to contact Graham and then inform Paul of the outcome so that a meeting could then be scheduled</p>
<p>5.4</p>	<p>Year of the Youth</p> <ul style="list-style-type: none"> - Initiatives have commenced with our Parish youth group - Carolyn and Therese have talked of the need to celebrate and acknowledge/honour our youth and put forward this idea to the committee. Some suggestions to celebrate the Year of the Youth included – a dedicated Sunday Mass in the Year with a special cuppa, send a PPC representative to the Youth meeting to elicit the youth response. <p>Action: Carolyn & Therese will attend a youth meeting. Jen to communicate the date to them</p>
<p>5.5</p>	<p>PPC Renewal Focus for 2018</p> <ul style="list-style-type: none"> - Carolyn circulated the 'Renewing Parishes' document and sought from the committee members present the selection of one element for the PPC to commence focusing on - Therese picked out point 3 (<i>The Word of God is proclaimed in good preaching and in faithful lives</i>) and linked this to suggestions of a parish retreat and how the community can be more enlivened in the Eucharistic celebration. Fr Manu supported the idea of a Parish retreat day (perhaps in Advent) - Michael suggested point 4 (<i>There is a warm sense of community, outreach and welcome</i>) to encourage non-attenders and back benchers to be more involved in the community - Fr Manu reminded all that when we speak of community it must be with the Eucharist and spirituality in focus i.e. the Parish community - A parish retreat was suggested. It was also suggested that if held, a retreat event should perhaps take place at neutral located somewhere between our two church locations

6.	New Business
1	Fr Manu shared that parishioner Dominic Cavuoto has expressed interest to re-join the PPC. Action: To take this forward, Carolyn will ring Dominic.
7.	Close of Meeting
	Closing Prayer: Father Manu Prayer next Meeting : Louella Meeting closed 8.40 pm
8.	Next Meeting – 10th April 2018