

Minutes
Parish Pastoral Council Meeting
12th June 2018

1.	Welcome: Chairperson
	Prayer: Prepared & led by Carolyn
2.	Attendance:
	Father Manu, Therese Meyers, Louella Walker, Dominic Cavuoto, Rony Abraham, Graham Speed, Carolyn Ost, John Jarrad & Michelle Thomas
3.	Apologies
	Jen Sherlock, Arnold Callado, Angela Coon, Michael Flavel
4.	Standing Items
4.1	Minutes of Previous Meetings – 10th April 2018 Acceptance Moved by Fr Manu and seconded by Therese with the following amendments: <ul style="list-style-type: none"> - SFX band and choir booked for music at Confirmation ceremony - Four training sessions for Extraordinary Ministers of Holy Communion have been conducted.
4.2	Business Arising from Previous Minutes <ul style="list-style-type: none"> - Nil
4.3	Reports
4.3.a	Pastoral – report circulated and reviewed. Action: Jen to be asked to speak to us briefly about the Extraordinary Ministers Retreat and (with Michelle) to speak to us about “Being Church Together”
4.3.b	Parish Finance Committee – report circulated by John Jarrad - reviewed Action: PFC will look at how we cover some of the asks performed by Jim Gibson at HT eg. Toilet Roll replenishment, Rubbish bins, Counting Team etc. those tasks.
4.3.c	St Francis Xavier Primary School – report presented by Michelle Actions: <ol style="list-style-type: none"> 1. Michelle and Jen to be asked to discuss Being Church Together at the next meeting 2. Fr Manu and Michelle agreed to reciprocal arrangements with SFX re notices in our bulletin and in their newsletter.
4.3.d	Gleeson College – no report: Michael Flavel an apology
4.3.e	Liturgy Committee – report presented by Therese <ol style="list-style-type: none"> 1. New Liturgy Rosters will be prepared and ready for distribution before end of month – some changes in presentation – aiming for electronic dist. rather than hard copy 2. NADOC Sunday 1st July 3. Multicultural/Migrant/Refugee Sunday 26th August 4. Child Protection Sunday 9th September
4.4	Correspondence <ul style="list-style-type: none"> - Letter for Jim and Karin Gibson advising they are leaving rental house - Invitation from the Archdiocese to participate in Plenary Council information meeting - Letter informing of appt of Bishop Greg O’Kelly as Apostolic Admin. - Letter from Vicar General regarding Child Protection published in Bulletin

5.	New Business
5.1	<p>Craft Fair Update PPC has been asked to take on responsibility for contacting schools re bands playing during day. Action: Carolyn will contact – SFX, Gleeson, Kildare and St Paul’s</p>
5.2	<p>Fr Jack’s Jubilee All plans are in place and invitations have been sent out. Discussion continues regarding any necessity to change times of 8am or 10 am Masses on the day.</p>
5.3	<p>Parish Review Following the discussion at the last meeting, a decision has been made to conduct a broad Parish Review – including but not limited to – the Administration of the parish (parish office – finance and resources) and the Spiritual and Liturgical life of the parish to determine whether we are meeting the needs of our parishioners and to set goals for the future. Action: Carolyn, John and Fr Manu asked to prepare a set of aims for and scope of the review and circulate these to PPC members for their feedback</p>
5.4	<p>Parish Retreat Update Fr Manu continues to seek a Retreat Leader. Theme to be developed in collaboration with presenter</p>
6.	AOB
6.1	<p>Vote of Thanks when PPC members retire – decision was not to prepare a bulleting notice as we haven’t as we haven’t in the past and there is a danger of someone being missed out. Action: PPC Chairperson to write a vote of thanks on behalf of PPC and parish.</p>
6.2	<p>Decision made to seek to improve liaison with Gleeson in light of Archdiocesan document ‘Being Church Together’. PPC to seek a meeting between the school leadership and the parish leadership as the document advises – use this as our way of improving connection between the school and parish. Action: Carolyn to contact the Principal’s PA and seek to organise a meeting – including members of College Leadership Team and Parish Leadership Team + Michael Flavel.</p>
6.3	<p>Currently in volunteers’ week – should we acknowledge this in our liturgies. Decision made to continue our practice of holding volunteers’ acknowledgement event in November as we have in the past.</p>
6.	Close of Meeting – 8.45pm
	<p>Father Manu thanked those present for celebrating his birthday with him and led the final prayer Prayer next meeting: Dominic</p>
8.	Next Meeting – 10th July 2018