

**Minutes**  
**Parish Pastoral Council Meeting**  
**9<sup>th</sup> October 2018**

<b>1.</b>	<b>Welcome:</b> Carolyn <b>Prayer:</b> Jen Sherlock
<b>2.</b>	<b>Attendance:</b> Father Manu, Domenic Cavuoto, Michael Flavel, Marie Haydon, John Jarrad, Jen Sherlock, Carolyn Ost
<b>3.</b>	<b>Apologies</b> Angela Coon, Therese Meyers, Louella Walker, Arnold Callado
<b>4.</b>	<b>Standing Items</b>
4.1	<b>Minutes of Previous Meetings – Circulated</b> Moved as accepted by Jen Sherlock, seconded by John Jarrad.
4.2	<b>Business Arising from Previous Minutes –</b> Only business arising to be dealt with in new business
4.3	<b>Reports</b>
4.3. a	<b>Pastoral Associate – Circulated and accepted</b>
4.3.b	<b>Parish Finance Committee – Tabled and accepted</b> Carolyn asked that WHS be included as regular part of Finance Report
4.3.c	<b>St Francis Xavier Primary School – No report – school holidays</b>
4.3.d	<b>Gleeson College – Michael</b> Parish needs to nominate representative for Gleeson Board – Michael to represent us at College AGM on 25 <sup>th</sup> . Shannon Bertram will join the PPC as Gleeson representative from next meeting.
4.3.e	<b>Liturgy Committee – Circulated and accepted</b> Some discussion re survey on Mass times- ready to be given to Fr Manu for approval – paper survey at Mass preferred method of distribution.
<b>5.</b>	<b>New Business</b>
5.1	<b>Parish Review – Carolyn</b> Discussion re Questionnaire for groups ongoing, group meeting again on 10 <sup>th</sup> Oct to finalise. Beginning with PFC and all PRT members will participate to become familiar with process of review. Survey 'Health of our Parish' to be distributed to individuals before end of this year.
5.2	<b>Plenary Council 2020:</b> Some parishioners rec'd personal invitations to attend discussions – good response. Need to schedule a youth plenary discussion before end of the year. Speakers at each Mass on 12/13 <sup>th</sup> to talk about their Plenary discussion experiences. Discussion sheets placed in back of Churches for those who want to run a session at home. Resources available on Plenary Council website.
5.3	<b>Parish Retreat Update – 10<sup>th</sup> November 2018</b> Still looking at topics with presenter – likely topic around Pope Francis and his messages for the Church today. Sign up sheets to be placed at back of each church – parishioners to be encouraged to attend. Morning/afternoon tea provided – attendees to bring own lunch.

5.4	<p><b>Craft Market – 3<sup>rd</sup> November 2018</b>          In good shape – advertising banners to go up          Flyers to be printed for handing out at Mass – parishioners will be invited to distribute some locally. Bands disappointing SFX will attend – Gleeson and Kildare not going to be available -St Paul’s still deciding. Indian drummers will attend, Uke group being approached. Fr Manu to follow up re any protocols about stalls preselling their raffle tickets at Masses.          2019 Market to be organised by committee – PPC involved - Folder being prepared for next year – Helen is preparing information/timeline for us.</p>
5.5	<p><b>Review of Fr Jack’s Jubilee – Marie Haydon</b>          Learnings for future events – jobs to be delegated to specific people in advance, letters to suppliers and donators for thanks to be prepared</p>
<b>6.</b>	<b>AOB</b>
	<ol style="list-style-type: none"> <li>1. <b>Fund Raising Committee</b> – template for planning and coordinating calendar being prepared. Need to have plan of events in place by end of February 2019 therefore calendar to be in place by end of year..          Fund Raising Committee planning to meet with parish groups</li> <li>2. <b>Memorial Mass 2019</b> – planning to hold at end of November to include all of those who request prayers for family members during Nov.</li> <li>3. <b>Parish planning day</b> to be held before Jan 2019 need dates for events by then.</li> <li>4. <b>Final meeting for PPC this year</b> – Will be a combined breakup with the PFC on 11<sup>th</sup> December – members are invited to bring partners/children along. More details to come</li> </ol>
<b>7.</b>	<b>Close of Meeting</b>
	<p>Father Manu led closing prayer          Prayer next meeting – Marie Haydon</p>
<b>8.</b>	<b>Next Meeting – 13<sup>th</sup> November 2018 at JXXIII</b>