

Minutes
Parish Pastoral Council Meeting
10th March 2020

1.	Welcome: Chairperson Attendance: Carolyn Ost, Fr Manu, Jason Mittiga, Shannon Bertram, Dominic Cavuoto, John Jarrad, Michael Flavel, Therese Meyers, Louella Walker, Rony Abraham,
2.	Prayer: Louella
3.	Apologies: Ashwin Benny, Jen Sherlock
4.	Minutes of Last Meeting: Accepted - moved by John; seconded by Jason
5.	Business Arising from Previous Minutes: <ul style="list-style-type: none"> Letter sent on behalf of PPC to Marie Haydon (who has resigned from the PPC) thanking her for her involvement Letter of acknowledgement sent to Betty Poczman PPC minutes for Sep/Oct/Nov 2019 are now uploaded on the parish website Jen has contacted Sally (Child Protection training contact) with prospective dates for 2 future sessions Commissioning of new catechists will occur at 10am mass at HTC on 22/3/20 Parish Review initiative has been resurrected. Mark Ryan & Louella to coordinate the review of the Parish Office team The suggestion to encourage parishioners to introduce themselves to each other is being encouraged at the cuppa's after mass on each last Sunday of the month
6.	Standing Items <ol style="list-style-type: none"> Reports: <ol style="list-style-type: none"> Pastoral – Jen Sherlock (tabled and accepted). Stational mass will be held at St David's at 7pm on 26/3/20. Pastoral reconciliation is scheduled for 31/3/20 Parish Finance Committee – Johan Jarrad. Report accepted with no questions for John Liturgy Committee – Therese Meyers. Therese requested and Carolyn accepted to look up last year's statement announcing the Triduum period from Maundy Thursday to Easter Sunday. The recruitment and reconfirmation to various ministries is to be managed by Therese and the liturgy committee St Francis Xavier School – Jason Mittiga. Summary provided and accepted with no questions Gleeson College – Shannon Bertram – no written report but a verbal update provided by Shannon. Preparation of the liturgies for Easter liturgies are in progress. The move to the new school building is scheduled for April 2020 and this should have positive impact for the students and faculty with the updated state-of-the-art facilities. Michael Flavel added a summary of the school's board meeting that he attended Correspondence <ul style="list-style-type: none"> No correspondence received Child Protection – Therese commented on a report sent to her by Jen. Fr Manu said that the report was put together prior to the Parish efforts last year on this topic
7.	New Business
7.1	Plenary Council – Local Actions
	<ul style="list-style-type: none"> Discussion included reviewing action with reference to SMART goals and with reference to the Plenary Council – 'Lets Listen & Discern' document shared with all. The following was discussed: Inclusive, Participatory & Synodal

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	<p>Local action 1 – pay more attention to using inclusive language in liturgy preparation</p> <p>Local action 2 – Use of an EFTPOS machine for collection was seen to be unachievable due to the distraction it will create at mass. Alternatives brought to the table included placing the POS at the entrance, having a fixed amount keyed in or making it available as a service at the parish office on working days that parishioners could avail of</p> <p>Local action 3 – Fr Manu shared that 3rd form of Reconciliation is not promoted by the diocese and it is not a local action. The alternative suggested is to promote education of Reconciliation via the parish bulletin, leading up to the cluster Reconciliation service</p> <p>Missionary & Evangelization</p> <ul style="list-style-type: none"> - Local action – Fr Manu shared that the connection between families having a child baptized is diminishing. There was a lot of discussion and sharing around this point and it all pointed to action that was unachievable as the responsibility largely lies with the families <p>Joyful, hope-filled & Servant Community</p> <ul style="list-style-type: none"> - Discussion on this point was deferred to the next meeting 	
7.2	Parish Review	
	<p>Action on the Parish review which took a back seat due to the Pastoral visit has now been revived. The first area to be reviewed will be the Parish Office. Documents completed by the office staff have been sent to Mark Ryan & Louella. Louella raised the question of whether it is part of and/or appropriate for staff performance reviews to be included as part of the review. She felt this was an HR function to be completed by the staff's supervisor. This is to be discussed further between Fr Manu and parish leadership team.</p>	
7.3	PPC Nominations	
	<p>Carolyn felt it would be advantageous to obtain a representation from each mass. She requested PPC members to tap suitable parishioners on the shoulders and encourage nominations. This could be considered a recognition of the individual and their potential positive contribution to the PPC. Louella brought to the table the challenge of lack of attendance of the current youth representatives due to their commitments with work and study. Youth representatives to be asked their preferences in how they are represented on Council.</p>	
8.	AOB	
	<ol style="list-style-type: none"> 1. Therese mentioned a booklet that was shared with her on renewing through advent which made mention of courses that were on offer. Interest on whether this offer could be looked into is to be taken forward by Carolyn. 2. Therese asked if there was a plan for a retreat for parishioners. This is not on the calendar but the need to have one was recognized. 3. A request was made by Carolyn to all members to reflect on the local actions in the plenary council document shared for continued discussion at the next meeting. 	
9.	Summary of Key Points and Actions	
	<ol style="list-style-type: none"> 1. Continued review of local actions from Plenary Council document shared for discussion at the next meeting – Action for ALL 2. Review possibility of availing of courses available and mentioned in Renewing through advent booklet. Action for Carolyn 3. Separate continued communication to re-commence Parish Review. Action – Mark Ryan, Louella, Carolyn, Fr Manu 	
10.	Next Meeting:	Prayer:
	Tuesday 14 April 2020	Dominic Cavuoto
11.	<p>Concluding Prayer led by Fr Manu</p> <p>Meeting Closed at 8:50pm</p>	