

**St Mary's Parish, Mt Albert  
Meeting of the Parish Pastoral Council**

**Date:** Wednesday 3 June 2020  
**Location:** Meeting via Zoom video conference  
**Time:** 7pm

**Attendees:** Dave Wood (Chair), Anna Jared (Secretary), Fr Philip Lakra, Dianne McArdle, Philip Doyle, Clara Fernandes, Joanna Travasso, Lovlin Franswah, Paul Marshall and Joe Brownfield

**Apologies:** Fr Albertus Suprpto, Rick Mumford (Deputy Chair), Sr Marie Therese, Lisa Day

---

### **1. Welcome / prayer**

The meeting opened at 7.00pm with a prayer led by Father Philip.

### **2. Confirmation of previous minutes / matters arising**

Matters arising:

- Philip Doyle to review the “Formed” offering, including costs, to enable the PPC to determine if it would be suitable for purchase by the parish.
  - *Philip advised that the subscription cost is USD2k per annum. It is difficult to see what is available until a subscription is taken out, however reviews of the offering are good. Many of the resources are available online via other websites, but this service brings them all together in an easily accessible format. After discussion it was agreed that purchasing a subscription for use by the parish and schools, may not be feasible in the current economic environment, but we will revisit this in future.*
- A Safeguarding Coordinator is required for the parish.
  - *Discussion took place regarding the best way to identify a suitable person to fulfil the role, noting that any prospective person would need to go through a vetting process. It was suggested that a person in a role like a social worker, nurse or emergency services worker may be suitable. Anna noted that the person would need to be visible (in the parish) and approachable. This will be revisited at the next meeting*

### **3. Correspondence in / out**

There was no correspondence involving the PPC to discuss.

### **4. Update from PPC Chairman**

Dave reported that whilst church activities are still restricted, masses recommenced on Saturday 30 May. He thanked those involved in planning, setting up the church, and the volunteers who helped to ensure social distancing and other safety measures were adhered to. About 30 people attended each mass, so the maximum capacity was not reached. A further meeting was held on 3 June to plan for this weekend’s masses including the Saturday Vigil.

Dave suggested putting on hold the publication of any further profiles of PPC members in the parish newsletter. Dianne noted the positive response from parishioners in relation to the profiles already published and the newsletters in general. Anna suggested that Joe and/or Joanna write a profile that could also be used to promote the youth group and planned youth mass.

## **5. Fit for Mission / Caring Committee**

Dianne advised that the Caring Committee has supported the family of parishioner Metita Saleilua who passed away recently, including providing assistance with the funeral. Her son Michael has now offered to do something to help the parish.

The Caring Committee has provided winter clothing to Plunket and a local budgeting service, and has provided food for Marist Primary families. Marist College has collected food which the parish will distribute. Dianne acknowledged donations of bread from Bakers Delight in Pt Chevalier and fruit and vegetables from Chevalier Wholesale Produce.

Dianne acknowledged the youth of the parish who spent time talking to older parishioners during the lockdown, which was greatly appreciated.

## **6. Update from Priests**

Father Philip advised that many of the parish's pastoral activities - such as masses at rest homes and Unitec, and Liturgy Committee meetings – have been on hold during the pandemic. The next Liturgy Committee meeting is scheduled for Tuesday 9 June.

Masses have resumed. Father Philip received feedback from parishioners that it would be useful to publish the weekday mass timetable. Also, feedback was received regarding the re-arrangement of the pews to assist with social distancing. It was noted that the changes inside the church are temporary only, and church activities will return to normal in alert level one.

Father Philip expressed appreciation for the work of the Caring Committee and other volunteers including those who helped clean the church after last weekend's masses. Some people have been observed not providing their contact details, so vigilance is required to ensure contact tracing requirements are met.

The Sacramental programme will recommence on 14 June. The Sacraments will be celebrated in September to coincide with the Parish's feast day.

## **7. Update from youth representative**

Joanna reported that a meeting of the youth group was held last week but attendance was low. The youth have discussed having an online mass, but noted that there are a number of factors to consider and the Auckland Diocese already hosts a monthly youth mass.

Joe noted that a request was sent during the month to the parish Finance Committee requesting funds to purchase new contemporary music for the parish including for use at the planned youth mass. The youth group is intending to start practicing music for the mass during alert level one, pending a decision from the Finance Committee. Dianne advised that the Finance Committee had one question regarding the proposed music licences, which will be addressed outside this meeting.

Joe is excited at the prospect of growing the youth group, which is the reason he will be standing down from PPC to enable him to focus on youth activities.

Dianne requested information from Joe regarding youth activities in the parish for inclusion in the parish submission to the Charities' Commission.

## **8. Update from Finance & Property Committee**

Dianne reported that in April income of \$2,209 and expenses of \$4,853 were recorded. The parish is grateful for donations received at mass last weekend. An invoice for insurance costs is being discussed with the Diocese.

The Property Committee's recent focus has been on health & safety procedures for masses.

## **9. General business**

Lovin advised that the Liturgy Committee is scheduled to meet next Tuesday 9 June. The focus will be on how liturgies will be conducted at alert level one and any required actions they need to take.

Dave noted that the restored baptismal font has been installed in the church. It is very impressive and uses the stand from the old font with a new bowl. It is on wheels for easy mobility should it need to be repositioned for any reason.

Dave advised that a date for the parish AGM is to be discussed at the next PPC meeting. He is also keen to start setting up a committee to progress the design and build of a parish hall. The Committee would include representatives from the parish, and Marist Primary and Secondary school.

Dave requested a card to be sent to the family of Metita Saleilua.

## **10. Next meeting**

The next meeting will be held on Wednesday 1 July 2020.

## **11. Closing prayer**

The meeting closed at 7.40pm with a prayer led by Dave.