

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

Date: Wednesday 5 August 2020
Location: Presbytery, 20 Kitenui Avenue, Mt Albert
Time: 7pm

Attendees: Dave Wood (Chair), Anna Jared (Secretary), Fr Philip Lakra, Clara Fernandes, Paul Marshall, Sr Marie Therese

Apologies: Fr Albertus Suprpto, Rick Mumford (Deputy Chair), Dianne McArdle, Joanna Travasso, Lisa Day, and Lovlin Franswah.

1. Welcome / prayer

The meeting opened at 7.00pm with a prayer led by Father Philip, noting that a quorum was not achieved.

2. Confirmation of previous minutes / matters arising

There were no matters arising from previous meetings.

3. Correspondence in / out

Correspondence In

An email was received on 30 June from the Liturgy Centre for the Auckland Diocese to advise of the planned Liturgy Conference that will be held on October 1-3. ACTION – Anna to forward the correspondence to the Liturgy Committee for consideration.

An email was received on 15 July from the Diocesan Pastoral Services Group regarding the launch of the Diocesan Mission Map (Pastoral Plan) on the first Sunday of Advent (29 November). A formation session will be held on Saturday 29 August for faith communities to explore the values, priorities and goals of the Mission Map in order to promote collaboration and provide opportunities to explore its implementation at parish level. No decision was made regarding parish attendance at this event.

It was noted that no member of the PPC attended the PPC formation session run by the Diocese on 25 July. ACTION – Anna to follow up with the workshop facilitator to identify if there are any insights from the workshop that we could learn from.

Emails were received on 20 July and 5 August from Simon Archer of Family Life International, providing information about their work and offering to replace the green and white 'Pregnant and Worried?' sign at the front of the presbytery with a newer sign. Discussion took place regarding this offer and there were no objections to this, subject to the Property Committee confirming support. ACTION – Anna to follow up this matter with Dianne.

In the PPC meeting of 1 July, discussion took place regarding an email received from a parishioner on 30 June 2020 providing comment on a number of matters relating to the parish and raising some queries for the consideration of the PPC. Dave sent an interim response on 30 June, and he has subsequently contacted the parishioner by email to

arrange a meeting to discuss their concerns in more detail. The parishioner has sent several further emails on the same topic to Dave, all of which were read aloud in full to all present at the PPC meeting. The parishioner has declined Dave's offer to meet in person to resolve the matters raised. ACTION – Dave to send an email acknowledging the parishioner's concerns and offering to discuss these if and when the parishioner is ready.

Correspondence Out

On 31 July, Dave sent an email to Carolynn Phillips (Principal of Marist Primary) and to Raechelle Taulu (Principal of Marist College) seeking a representative of each school to attend PPC meetings and to join a committee to consider the building of a hall for parish and school use. Dave spoke with Raechelle on 5 August on this subject, and is scheduled to meet with Carolynn next week regarding the same.

The parish's report to the Diocesan Pastoral Council was submitted on 3 August. A copy will be circulated to PPC members.

4. PPC planning

a. Parish AGM

Discussion took place regarding the parish AGM which will take place on Sunday 23 August 2020. The AGM will be chaired by Father Philip. The draft agenda was tabled for discussion, noting that it will be amended to include an update from the Liturgy Committee. Father Philip noted that the St Vincent de Paul group is no longer operating, but their outreach activities are continuing through others in the parish. ACTIONS - Dave to liaise with those who will speak at the AGM on behalf of various groups. Anna to draft a message about the AGM and arrange for PPC members to deliver this at mass on Sunday 16 August.

b. Parish hall

As noted above under Correspondence (**Agenda Item 3**), Dave talked to Raechelle Taulu of Marist College regarding the plan to establish a small committee to investigate the feasibility of a hall for the use of the parish and school. A committee would comprise representatives of the parish and schools. The initial work of the committee would be to seek guidance from the Diocese. It would likely be a 5 to 10 year project.

c. Property

Dave met with an architect who drew up concept plans to address safeguarding requirements in the church. These will be amended to take into account some further suggestions. Once the plans are completed, these will be reviewed by the Diocese and costings obtained to determine their feasibility, and then shared with parishioners for feedback.

5. Fit for Mission / Caring Committee

Dianne provided a written report that noted that the Caring Committee have undertaken the following activities in the last month:

- Continuing to deliver food parcels to the wider community in response to referrals received from Plunket, ADHB nurses, social workers, and local schools.

- Supporting a family whose mother who has been hospitalised, including visiting her in the hospital, feeding the family and providing other household assistance.
- Collecting and distributing blankets and warm clothing to community. Dianne acknowledged the support of the Methodist parish in Mt Albert who provided blankets.
- Supporting the local police Youth Aid group, through the provision of food, clothing, shoes and packing of parcels for their distribution.
- Transporting an older person to hospital visits for treatment, continuing to support a young mother whose partner has died, assisting a pensioner with gardening and helping a family moving house.

6. Update from Priests

Father Philip advised that youth spirituality is being nurtured by the Diocesan Retreat Centre who are running a praise and worship session in the parish once a month. The Legion of Mary are visiting homes including those of elderly persons. Every second Friday of the month, Father Philip says mass for lay Franciscans.

Father Philip and Father Albertus have been visiting elderly in their homes and rest homes, and celebrating mass in rest homes. They have also conducted house blessings for two families.

Father Philip advised that after some consideration, it has been determined that adoration will take place on the first Saturday of the month for 45 minutes, and silent adoration will take place on other Saturdays.

Training for eucharistic ministers, altar servers and readers has taken place, and training is being arranged for the Liturgy Committee members.

7. Update from youth representative

In Joanna's absence no update was available.

8. Update from Finance & Property Committee

Dianne provided a written report in relation to finance and property matters. In July, income of \$5,386 and expenses of \$5,508 were recorded. The annual financial statements for the parish have been prepared and will be presented at the AGM.

Further information is being sought before quotes for painting and carpeting the church are obtained. The Property Committee is looking at the health and safety issues that need remedying. Repairs were carried out to a window in the church.

9. Update from Liturgy Committee

In Lovlin's absence no update was available, however it is noted that Father Philip's update (**Agenda Item 6**) provides an update on liturgical matters.

10. General business

Anna suggested that if representatives of the Caring Committee, Finance & Property Committee, parish youth and Liturgy Committee are unable to attend the scheduled PPC meetings, then they will be requested to provide a written update on their area(s) of

responsibility prior to the meeting. All attendees agreed with this suggestion. ACTION – Anna to communicate this decision to the representatives of those groups.

Dave noted that we have been trying to build relationships with the schools in the parish and have benefitted from Philip Doyle's contribution. He has resigned from the PPC as he is no longer working at Marist College. Dave is liaising with Raechelle Taulu to identify a replacement representative of Marist College to attend the PPC meetings. Raechelle has indicated that from next year the College will look to have greater involvement in Sunday masses.

Dave will also discuss having a representative of Marist Primary on the PPC with Carolynn Phillips when he meets with her next week.

Discussion took place regarding seeking new PPC members. ACTION - Anna to arrange a request in the newsletter on this topic and to include this in the update by PPC members at mass on Sunday 16 August.

ACTIONS – Anna to send a thank you to Joe Brownfield for his contribution to the PPC.

11. Next meeting

The next meeting will be held on Wednesday 2 September 2020.

12. Closing prayer

The meeting closed at 8.10pm with a prayer led by Father Philip.