

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

Date: Wednesday 3 February 2021
Location: Presbytery, 20 Kitenui Avenue, Mt Albert
Time: 7pm

Attendees: Dave Wood (Chair), Anna Jared (Secretary), Paul Marshall, Clara Fernandes, Fr Philip Lakra, Fr Carlo Cruz, Joanna Travasso, Lovlin Franswah, Sr Marie Therese.

Apologies: Dianne McArdle, Rick Mumford (Deputy Chair), and Lisa Day.

1. Welcome / prayer

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

Fr Philip welcomed Fr Carlo to the parish. A formal handover will take place tomorrow, Thursday 4 February. Fr Philip thanked the PPC for their support over the last three years.

Joanna joined the meeting at 7.07pm, enabling a quorum to be achieved.

2. Confirmation of previous minutes / matters arising

Matters arising:

- At the November 2020 meeting, an action was agreed for Lovlin to discuss the format of the greeting at the beginning of mass with the Liturgy Committee. *Lovlin advised that no discussion has taken place on this to date, it will be taken to the next Liturgy Committee meeting.*

3. Correspondence in/ out

An email was received on 19 January from Lisa-May Gray (Safeguarding Coordinator for the Auckland Diocese) to advise that a safeguarding review of the parish will be conducted on Tuesday 21 July 2021.

The Safeguarding review is a process that gives the parish and the diocese an opportunity to see how the safeguarding program is going. Prior to the review the parish will undertake a self-review. This is followed by the group interview where the diocesan representatives will talk with the parish priest, staff and volunteers who have contact with children, youth and vulnerable adults.

Brief discussion took place regarding the proposed review, and it will be discussed further in next month's PPC meeting. Lovlin suggested that Liturgy Committee is involved in the review due to its role in the training of altar servers.

ACTION – Anna to email Dianne regarding the review to offer the assistance of the PPC in preparing for the review.

Fr Philip talked about the Kerr Taylor Foundation, a local charity. Forms are available that can be given to the needy in the community to apply for financial assistance from the Foundation. Assistance is available to individuals and institutions.

Clara joined the meeting at 7.20pm.

4. Update from Parish Priest

Father Carlo noted that he is pleased to join the parish. He shared some of his experiences in other parishes and talked about the role of the PPC in the parish.

5. PPC planning for 2021

Dave reviewed the goals of the PPC that were set in 2020. The new baptismal font has been completed, and a new Liturgy Committee is in place. PPC support for the sub-groups in the parish (such as Liturgy Committee, Caring Committee etc.) is ongoing.

Other goals which will continue to be worked on in 2021 include:

- Succession planning for the PPC including the roles of Chair, Deputy Chair and Secretary. We are also aiming to have representatives of the parish schools on the PPC.
- Church layout – new paint and carpet are required. Consideration has been given to making changes to the seating layout, and a survey of parishioners in 2019 showed 50% support for changes. Some concept plans are being obtained, and then the next step will be to obtain confirmation from the Diocese (as to the plans meeting church requirements) before obtaining pricing to enable consultation with parishioners to take place.
- Parish hall – an idea has been proposed to set up a sub-committee to progress this, which will be a long-term process.

Anna noted an idea raised in the December 2020 meeting to have a function or event to bring parishioners together, possibly organised by the parish youth. Joanna advised that the youth leaders are meeting next week to undertake planning for year; they are still looking at holding a youth mass in the parish. The youth group will look to encourage more youth participation and are planning to visit local colleges in person to promote the group.

Consultation took place in late 2020 with parishioners regarding a potential change to mass times, due to the difficulty in obtaining volunteers for reading and eucharistic ministry. The PPC discussed the feedback received which was in favour of retaining the status quo. Lovlin advised that the Liturgy committee want to continue with two Sunday morning masses. This will require more parishioners to volunteer for reading and eucharistic ministry so that the parish can continue to hold three Sunday masses.

Father Carlo noted that 2021 is the year of St Joseph, and suggested that the parish do something to acknowledge this. He also suggested that the parish consider focusing on one of the three key priorities in the Auckland Diocese Mission Map in each of the next three years. Those priorities are:

- Strengthening our Catholic communities for missionary discipleship.
- Building up the spirituality of our young people
- Care for the poor.

Further discussion of both of these suggestions will take place in next month's PPC meeting.

6. Fit for Mission / Caring Committee

Dianne was not present and provided a written report, which was read aloud to all present. The report noted that prior to Christmas, the Caring Committee delivered food to 160 adults and 170 children. They also assisted with food to feed over 200 people through Police Youth Aid.

The Committee distributed gifts to over 700 children via foodbank delivery, Women's Refuge, St Joseph's Onehunga, Owairaka Primary and Red Cross. The report noted that the Committee is overwhelmed by the generosity of our Parish and School community who made this possible.

The report also noted a significant increase in food parcels provided to people living alone or with just a spouse, whereas in prior years the majority of assistance was provided to families.

Over the Christmas period and summer break the Committee has continued to offer food parcels on an emergency basis and delivered food to 24 adults and 29 children, along with supporting Youth Aid with food for up to 80 people. The Committee is now back to work.

Lastly, the Committee supported a couple of families who had a loved one pass away prior to Christmas.

7. Update from youth representative

In addition to the update provided by Joanna during the discussion on PPC planning (Agenda Item 5), she noted that the parish youth were involved in decorating the church and presbytery for Christmas.

8. Update from Finance & Property Committee

Dianne was not present and provided a written report, which was read aloud to all present. The report advised that income of \$6,114 and expenses of \$4,294 were recorded for January 2021.

In property matters, a tree in the front garden died, probably due to the dry conditions. The gardens are being watered by hand where possible.

The report also noted that our parish will host the Ecumenical service on Friday 5 March at 7pm for World Day of Prayer. This year the service has been written by the women of Vanuatu.

9. Update from Liturgy Committee

Lovlin advised that the Liturgy Committee meeting has been deferred until next week. In the prior meeting, the Committee evaluated the celebrations held for the Feast of Christ the King to understand what worked well and where improvements can be made from a liturgical perspective.

The Liturgy Committee also discussed the feedback regarding proposed changes to the mass times, and agreed that no changes should be made.

10. General business

Father Carlo advised that his installation rites will be led by Monsignor David Tonks at the 10am mass this Sunday 7 February. All parishioners will be invited to attend, and to gather for fellowship afterwards.

It was agreed that discussion will take place at the next PPC meeting regarding the parish potentially committing to a subscription to the "Formed" website.

11. Next meeting

The next meeting will be held on Wednesday 3 March 2021.

12. Closing prayer

The meeting closed at 8.20pm with a prayer led by Fr Carlo.