

ECB Catholic Parish Pastoral Council

Our Mission: To build a loving, inclusive, caring, Christ-like community that inspires all to spread the message of Jesus Christ

Our Vision: Inspiring a loving, caring, Christ-like community

Minutes of Meeting

Location: Parish Office
Date: 20th June 2023
Time: 5.30pm to 7.00pm

Attendees: Thomas Breinhorst, Fr. Carlo Fr. Emile, Cathy Flynn; Judith Lunny; Gabriel Chao Ren; Liz George

Apologies: Michael Bravenboer, Barry Rogers.

Agenda items

1. Opening Prayer

2. Spiritual Reflection Omitted

3, Acceptance of the minutes of the meeting on the of the 16th of May Proposed Cathy Seconded. Fr. Emile.

4. Matters Arising.

- The publication of the minutes on the website after approval of the PPC to be in full. Unanimous agreement.
- It is good the weekly collection is in the newsletter but a monthly report of incoming revenue and expenses should also be commences also. Transparency of parishioner's donations is important.
- Ideally all reports of committees including Finance should come under the umbrella of the PPC.
- There is a lot of learning of procedures to be done so we become a systematic orderly transparent organization.
- Although the Parish is not affluent it was noted parishioners are generous for special causes'
- A financial report is to be shared at the PPC meeting.
- Fr. Carlo to talk to the Operations & Finance Manager re all this and clarify the procedure.
- The icon. The icon will be accepted and an appropriate place for its placement at St. Francis will be found so as not to distract from other items of value.

- Presbytery. Barry asked that I minute that work is progressing with the presbytery renovations and a meeting has been had with a builder who is preparing a price for the proposal as discussed with the architect and a group representing the finance committee and the parish council. Once this received and confirmed acceptable, we will communicate with the Parish as per diocesan guidelines. (Cathy informed us that the group consisted of Barry, the Operations & Finance Manager, Cathy and her husband Des and Fr. Emile). In addition, the bathroom flooring was rotten and a window was needing repair. It was noted the presbytery was incredibly cold so the priests' rooms will be fitted with heat pumps. At present the lounge is the only room that has adequate heating.

5. Portfolio Reports.

These need to be circulated before the meeting,

- Judith reported that the Craft group was thriving but needed a few more members. Community Care was still available but no referrals had come forth.
- Alpha has begun with a small group meeting and is hoped Fr. Carlo might join them. They need to contact Stephen Fraser of the Diocese who looks after Faith Formation.
- Thomas reported little action in ecumenical issues as Covid had interfered with this action and the intent the committee established was to focus on current agreed initiatives to build community first and foremost
- The focus on growing the community is essential. It is hard work but necessary. Shoulder tapping often works. Starting small with regular occasions such as morning teas or regular telephoning can be a good beginning.

6. Matters for Discussion

- When members of the community die families to be approached before the passing is mentioned in the newsletter or face book page, and if they want any further details mentioned. It is a private sensitive time and family approval is needed before any publication is done.
- Ben Fernandez has offered to do a concert for the Parish. This could be used as fund raiser.
- The Parish Pastoral Assembly will be on the 13th of August. It is necessary to ensure the Operations & Finance Manager gets an invitation. It will be at 11.30am with a finger food luncheon followed by the meeting at noon.
Advertising needs to begin a month before the meeting and all reports including a financial report need to be to Liz by the 17th of July for publication to be ready and out on the website beforehand.
- Recruiting. Rob Howard interested in taking on the Columbarium project. A case needs to be made for any projects like this and put to the Parish for approval.
- Youth Portfolio. Thomas made a case for paid Youth worker. Cathy showed interest in getting something started focusing on the youth having fun and gathering with enthusiasm. Her role would be a mentoring role.

- Church life Survey. It was agreed to offer every possible way to complete this. QR codes, on the website, in hard copy, during Mass. Gabriel to distribute. The congregation to be encouraged to complete the survey.
- Fr Carlo recommended we keep meetings to an hour and be organized and systematic.

Fr Carlo closed the meeting with a prayer at 7.20pm.

Next meeting

Tuesday the 18th of July.at 5.30pm