



The Catholic Parish of Napier

Te Pāhū Katonka ki Ahuriri

**Minutes of meeting of the Parish Pastoral Council
held on Thursday 27 September 2018 at 7.00pm in the Parish Office.**

PRESENT: Fr Barry Scannell, Doug Neilson (Chair), Colleen Fouhy, Nui O'Malley, Sarah O'Malley.

IN ATTENDANCE: John Walker (Minute Secretary)

APOLOGIES: None required.

WELCOME and FAITH SHARING:

Doug opened the meeting, and Fr Barry delivered a moving extract from a Second Century Homily.

MINUTES:

The minutes of the previous meeting held 21 May 2018 were taken as read and confirmed.

Moved: Nui, Seconded Colleen, CARRIED.

MATTERS ARISING FROM MINUTES:

- (a) All Action List Tasks were completed except for seeking nominees for a parish representative on the Napier Family Centre. Agreed Doug approach the eight people he has names for to see if any are interested.
- (b) Noted with satisfaction that the glass barrier that was installed near the St Mary's Lectern is working.

CORRESPONDENCE:

- (a) Email from Diocesan office (David Mullin) re National Safeguarding Guidelines. This email was discussed and at the conclusion of the discussion it was agreed that the Parish would adopt the guidelines. **Moved: Doug, Seconded Fr Barry, CARRIED.**
- (b) Email from Pakipaki Whare Karakia Charitable Trust re their Restoration Project. They wished to make a presentation to our next meeting, but it was agreed that it would be better for them to have the whole parish informed by way of a brochure displayed at our churches and noted in our newsletter.
- (c) The Annual Report (2017) of the Passionate Family Group Movement was received.

PARISH EVENTS:

Preparation for the following Parish events was postponed pending Fr Barry's return from sabbatical:

- (a) Parish AGM: It was agreed that this should take place Sunday afternoon 28 October at the Hannigan Centre; the event should cover a Power Point presentation (up-dated), Committees, Finance Report, Strategic Plan, Mission Statement, and a briefing from the Parish Priest. The event should be advertised in the newsletter.
- (b) Parish Expo: After a discussion, it was agreed that it is now too late in the year for this event. February/March was preferred. It is to be focused on new parishioners with information provided by all organisations within the Parish. About 20 minutes each for an overview of the parish, general coverage of the parish groups and an open forum for questions and discussion followed by tea/coffee. Representatives of parish groups would be invited to attend for parishioners to approach after the briefing.

REPORTS FROM LEADERSHIP GROUPS:

- (a) Finance Committee. A brief written report was received and discussed. There was a discussion on the renewal programme for Planned Giving given the poor response by parishioners. Fr Barry advised the Chairman has resigned. Fr Barry also advised he was having a fresh look at everything relating to

Finance.

(b) Liturgy Committee. John was asked (as its secretary) to provide a summary of Liturgy Committee activities for future PPC meetings.

(c) Youth. Sarah gave a verbal report, and answered questions. She assured the meeting that the talent for music was still evident. Some (possibly lots) youth say that Mass is boring. Some of the reasons for this comment are – choice of hymns, tempo of music, choice of words (by priests). Sarah volunteered to provide a list of Hymns/Songs to Fr Barry, Doug and other key people. Fr Barry would like to see one youth mass before Christmas. Chris Marwick to be informed.

(d) Pastoral Update. Fr Barry gave a brief report. In particular he mentioned the work he is doing to bring the Schools and the Parish closer together. RCIA has 5 or 6 people involved this year with possibly more still to join.

(e) Parish Office up-date. Nothing to report.

LEGISLATIVE COMPLIANCE:

Health & Safety. Nui reported that meetings were not held regularly but this should not cause concern. A PowerPoint presentation on Emergency Evacuations was being prepared for use before Mass although Fr Barry suggested it was more important to have signs (which turn on automatically when the power fails) to clearly identify exits. Fr Barry pointed out that there is no emergency lighting at St Mary's and there are no security alarms in any of the churches/halls.

Defibrillator location and signs need to be checked for correctness.

At St Patrick's attention is required for lights on the pillars, the upper windows need cleaning, and the Laptop needs replacing.

GENERAL BUSINESS:

(a) Hub Update. Colleen reported that St Thomas More is going well. St Patrick's has not been manned over winter but a Roster has been set up commencing October.

(b) Use of St Mary's carpark by Greenmeadows School. The school Board of Trustees has approved a modified version of the Memorandum of Understanding and Doug advised that it is ready for signing. Fr Barry to arrange with the school's Principal.

(c) Fr Barry suggested that the Newsletter needs a review of design, topics (Schools and Youth to be included) and use of colour etc. Delivery to homes is also being reviewed (use Emails, Web-site, and church foyers to minimise deliveries).

(d) It was agreed that we should be looking for additional people on the Parish Council, Finance committee and Liturgy committee.

NEXT MEETING:

The next meeting will be on Thursday 8 November 7.30pm
Colleen led us in the Closing Prayer.

The meeting closed at 8.20pm.

TASKS.

<u>Who</u> <u>By</u>	<u>Task</u> <u>Completed?</u>	
Doug	Seek nominees for representatives on Napier Family Centre	October
Doug	Contact Pakipaki Trust re brochures for communities in lieu of an address to PPC	
Oct/Nov	Yes	
Doug/All	Prepare for Parish AGM 28 October	October
Doug/All	Early preparations for Parish Expo Feb/March '19	January '19
John	Advise Liturgy Committee re need for regular reports	

October

Nui	Arrange for Emergency Evacuation procedures to be displayed before Mass each Sunday	October
Nui	Check Defibrillators locations and signs	October
Nui	Check lights on pillars, Upper windows cleaning Laptop all for St Pat's	
Oct/Nov		
All	Prepare to discuss possible changes to Newsletter shape, Content and methods of deliveries	October
All	Prepare to discuss appointments to key committees	October