



The Catholic Parish of Napier
Te Pārihi Katorika ki Ahuriri

MEETING OF THE PARISH PASTORAL COUNCIL

CPoN Meeting Room

Sunday, 4 October 2015

2:45pm – 4:30pm

Members of the Parish Pastoral Council:

Colleen Fouhy

Elly Govers

Kaye Lafferty

Craig Lewis

David Marshall (apology)

Nui O'Malley

Keryn Powell

Clare Shirkey

Ruth Smithies

Alasdair Williamson

Fr Mike Wooller sm

Fr Peter Head sm

Invited: Margaret von Hartitzsch

OPENING PRAYER – Craig

AGENDA

1. The role of the Co-ordinator of Evangelisation, Pastoral Care and Liturgy – Margaret von Hartitzsch

Been here 5 months. Came with an open mind as to what was involved. Had a good understanding of St Mary's, had to add to that the understanding of the other communities. Diplomacy being one of the top requirements! Has worked on streamlining and efficiencies. Flexibility also a top requirement. People are learning what Margaret's role is, as well as Margaret learning what her role is. How do we communicate that? Margaret sees herself as the link between the people of the parish and the priests. Move towards coordinating rather than doing? Put something up on the website each month, spotlighting one person or role, and what they do? (Something for Clare to look at as Comm Off.) Has taken a lot off Fr Peter's plate! Margaret coordinating all the end of year school events. All job descriptions will be reviewed in a month's time. Give us a copy of the job descriptions then.

2. Approval of Minutes of PPC meeting 13 September – previously distributed

End of Life Petition: Ruth asked that we insert "The Parish Pastoral Council decided that it should be left to individuals to make their submissions."

3rd bullet point: Elly is on the HR sub-committee

With these amendments, the minutes are approved.

Moved: Fr Mike/Kaye

(Clare to amend and send to Fr Peter.)

A copy is to be filed – Fr Peter check with Parish Secretary.

3. Matters arising from Minutes of PPC meeting 13 September

2: Name tags – Clare to have for next meeting

End of life petition – leaflets to be handed out. Fr has drawn attention to it at Masses.

Process for building: Special meeting of finance cttee this week. After that, things will be more clear. Once the current buildings have gone, and the February formation meeting has been held, things will be in a better position for moving forwards.

9: Encyclical – Clare to write an article to go in the local papers.

4. Correspondence: Inward David Marshall's resignation

Outward none

5. Formation of the PPC

8 November - Ruth/Fr Mike We need to decide who we are going to invite, and how. Fr Mike happy to put together and send out the material in advance. Fr Mike wants a session with Fr Peter. David has offered to come and help with it, but is going to be very busy. Fr Peter feels there needs to be a discussion when he gets back, but will be saying that he has more than enough to do. However, he will be welcome if he wants to come.

The general feeling is that this is very much an internal meeting, where we learn more about what we are doing and how we are doing it, and ground ourselves as a group. We want to finish this formation with a clear forward plan. This is our structure, this is how we move forward. PPC role and responsibility. What is the purpose of us coming here every month? We can't move forward until we have that clear.

Material will be out to us by the end of this week. St Mary's Hall has been booked. Bring a plate.

14 February – Elly/Fr Peter This meeting is for all the leadership of the parish, talking about a vision and in what direction we move forward. It will only be occasionally that the 4 groups: PPC, PFC, Staff, Liturgy; will need to come together. Suggestion that we have an external facilitator – Rhondda Poon. Invite her to our November meeting so we get to meet her, and she meets us. Moved: Fr Peter /Alistair

6. Information and reports from other leadership groups

a. Progress in regard to Youth Coordinator – Fr Peter It has been advertised in the newsletter and in the diocese. Chris Marwick very keen, has been directed to the diocese. By November we should have a new co-ordinator who will start in February. Up to 20 hours a week, subject to negotiation.

- b. Finance Committee minutes September 2015 – previously distributed** Any questions? No. Not in minutes, but has since been another \$10,000 bequest – the same donor has left \$10,000 each to St Patrick’s and St Thomas More’s. The intent of the donor must be paramount, as to whether bequests go to the faith community or to the CPoN. We are very blessed with the bequests that we have received. It was suggested that we remember these donors on All Souls Day – all our benefactors. All agreed. Not just bequests – people are giving Fr Peter donations.
- c. Other reports** None received. Once we have one liturgy committee, they will also send us their minutes.

7. Next meeting dates:

- a. Sunday 8 November 1:30-4:30pm: Formation**
- b. Sunday 29 November 2.45-4:30pm: regular meeting** (Rhondda to come) apology from Nui for that day. Having something social on that date or another date was discussed. Suggested a potluck tea after the 5pm mass here one Sunday – includes spouses and children. 13 December, approx. 6pm. If wet, it will be in the hall. If fine, chairs etc and the bbq outside the meeting room. Invite parish staff and finance committee. Discussed and agreed.
- c. Sunday 14 February: Formation**

8. General business

- a. Workshops on Laudato Si – Ruth/Fr Peter**
- b. Jubilee of mercy – Fr Peter** Handout – need to discuss at Nov 29th meeting (go on the agenda).
- c. One liturgy committee – Fr Peter** Letter has gone out. 3 staff, 6 parishioners, chosen for their expertise. Please give suggested names to Fr Peter as soon as possible. He would like to name the new committee in November.
- d. Report on the Hubs** St Mary’s room has now been tidied – a nice work environment. St Pat’s always active.
- e. Meeting time and place advertised in the newsletter:** It has been advertised on the website. Will also be put in the newsletter now – come into the communications area. More pro-active about advertising meeting times and setting a closing time for agenda items..
- f. Farewell for David Marshall:** the PPC should do something. Won’t have much idea of what is happening until they get home. When we know, we can organize something. If something is put on by St Pat’s we can get involved.

CLOSING PRAYER - Keryn

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