



The Catholic Parish of Napier
Te Pārihi Katorika ki Ahuriri

Parish Pastoral Council Meeting Minutes

Sunday 10th April 2016

Meeting Room, 2.45 – 4.30pm

Present: Andrew Cowan, Colleen Fouhy, Elly Govers, Kaye Lafferty, Nui O'Malley, Clare Shirkey, Ruth Smithies, Fr Paul Byers sm, Fr Peter Head sm.

Apology: Craig Lewis

1. Faith Sharing: Elly

Elly shared with us a reading from Mathew's gospel.

2. Approval of Minutes of PPC Meeting 13 March 2016

Moved by Ruth, seconded Nui. Passed.

3. Matters arising from Minutes

Most matters are on the agenda.

The review of job descriptions for the staff has taken place, except for Chris. Minor tweaks have been made.

4. Correspondence: Inward:

Chris Marwick: Storage for the Youth Group – discussed under Youth.

Outward: none

5. Health and Safety: (Fr Peter)

Jonathan Bissell and Mike Healy are going to the seminar on Health and Safety for churches on Tuesday 19th April. They will inform Fr Peter on what we in CPoN need to do. This is a great opportunity to look at what we require, where it needs to be placed. It was suggested that we do an audit.

From last month's meeting: H&S letter: a solution has been found to the issue raised.

Health and Safety will be a permanent item our agenda under the heading Legislative Compliance. Kaye will provide a list of legislation that may affect us.

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6. Year of Mercy (Fr Peter)

This closes on 13th November. What was done during Lent was very successful, but nothing more is planned. There has been a request for a regular evening slot for Reconciliation. Fr Peter is dependent on suggestions being made. A pilgrimage has been suggested, to either the Cathedral or Jerusalem:

Ruth is to look into this. All of us are to put out feelers and ask for expressions of interest. The weekend supporting St Vincent de Paul is currently on hold.

7. AGM

Discussion on the format: a combination of formal, for the AGM, and informal, Parish 1st birthday celebrations. The AGM is to give the parishioners an idea of what is happening, and to give some shape to the coming year – written summary to go out to the entire parish afterwards. The AGM will start at 3.30pm with formal reports from PPC, Finance and Liturgy Committees and Fr Peter on behalf of the staff, and an opportunity for people to ask questions. Elly will chair, Clare will take minutes. Afterwards we will celebrate the Parish's birthday with drinks and nibbles. Mary Allen will be asked to cater, the youth to help with serving. Elly will put an ad in the newsletter.

8. Information and reports from leadership groups

Finance report received, heads up in regards to budget, and a query about planned giving. Jonathan is asking us to make a recommendation to them about special collections needed over and above those dictated by the diocese. It is agreed to retain St VdeP appeal – date needs to be decided. It is also proposed to have another collection on Pentecost Sunday (not this year) which goes into a fund to meet the needs of the parish and/or the surrounding community.

Finance committee report: accepted. Budget: potential items that might come under the PPC budget were discussed, for example the drinks and nibbles after the AGM, adult education and formation, Leadership formation facilitation, Health and safety (initially a rather large cost). Elly will clarify these things with Jonathan. Everyone is asked to send her any further ideas.

The first liturgy committee meeting has been held. Fr Peter explains that the liturgy will be an executive committee, but every community will need a committee with a relationship to the executive, to do the actual liturgy organisation on a community basis.

Ruth has started work with Margaret to prepare a list of all groups active in the parish. Elly will ask Margaret for the timeline for this list.

9. Strategic Planning

The group has met and set a basic working plan. Next meeting: work on a draft vision and mission to go out for consultation. At the AGM the consultation process will be announced. The Strategic Planning group are planning for the leadership groups to decide on vision and mission in July. The group is aiming to have the Strategic Plan completed by the end of the year. Discussion of the current situation with the new mission centre.

10. Youth.

Request from Chris to a storage room at St Thomas Moore. The PPC agrees, provided this has been discussed with Mike Healy.

11. Membership of council.

Keryn has resigned, due to other commitments. Elly has thanked her for her input. We now have 2 vacancies. The process of finding new members was discussed. It was agreed to follow a similar process as for the initial appointment of PPC members. The timeframe is asap, but a good process is important. Elly will talk to Fr Peter about process.

12. Adult education and formation:

The course Understanding Church offered by TCI has been cancelled due to lack of interest. Discussion on running shorter workshops on particular topics. Elly has discussed other ideas with Margaret, who is working on this. The PPC notes that the year is passing fast and we need to get something organised soon.

13. General business:

Chris is to start a confirmation programme in St Mary's hall, which will coincide with our May and June meetings: May, meet in this room. Look at June – possibly meet at St Thomas More?

Kaye closed the meeting with a prayer.