



The Catholic Parish of Napier
Te Pārihi Katorika ki Ahuriri

Parish Pastoral Council Meeting Minutes

St Mary's Hall, Sunday 11 September 2016, 2.45pm – 4.30pm

Present: Ruth Smithies, Nui O'Malley, Elly Govers, Fr Peter Head, Colleen Fouhy, Craig Lewis, Kaye Lafferty, Clare Shirkey

1. **Welcome and Faith Sharing** (Ruth Smithies)
2. **Apologies:** Fr Paul Byers, Andrew Cowan
3. **Approval of minutes meeting 14 August 2016:** Subject to two word changes, Colleen moves and Kaye seconds. Carried.
4. **Matters Arising:** Liturgy committee meeting summaries have now been received. Andrew's action point can be removed. Elly has written to Deidre Russ.
5. **Correspondence:**
 - Inward:** Passionist Family Group Movement: Introduction of new national directors.
 - Bishop Charles: Notification of Parish Support Audits (refer 6b below).
6. **Legislative Compliance:**
 - a. **Health and Safety** – The Parish Council would appreciate having a conversation with the Health and Safety Coordinator. Fr Peter will contact her first. Once the processes are set up, parishioners are to be informed what needs done.
 - b. **Parish Support Audits** – The letter and attached document from Bishop Charles are discussed, particularly with regard to who is responsible to take the initiative. Fr Peter notes it is a management more than a Parish Council matter.
7. **Reports from Leadership groups:**
 - a. **Finance Committee** - The summary of the 16 August meeting was received. Appreciation was expressed for the format.
 - b. **Liturgy Committee** - The summaries of the April-August meetings were received. The format is a good one for the Pastoral Council to work with. A thank you to Gerard was expressed for putting these reports together.
 - c. **Strategic Planning Process** - On 25th sept the Vision and the Mission will be communicated to the Parish. They will be published in the newsletter. Additionally, the priests will incorporate the Vision and Mission into their homilies, and subsequently three people at each mass will read the Vision and Mission out.

Elly provided an update on the progress of the strategic plan. The Pastoral Council will be asked to provide feedback on the draft plan during its October meeting. The Pastoral Council acknowledged the work of the Strategic Planning group.

8. General Business:

- a. **Parish and Faith Fair update** –The title has changed to Parish Group Expo. Colleen has been in touch with 15 groups, who have given almost unanimous support. The Expo will be advertised in the newsletter.
- b. **PPC Review update** – The date is changed to 27th October, 7.30pm in the parish office.
- c. **PPC Membership** – This will be discussed as part of the review.
- d. **Pilgrimage** – Everything is under control.
- e. **Workshop on relations with Muslims** –The notice is currently in the newsletter. The venue is St Mary’s Hall. It is all ready to go.
- f. **Care of Creation service** – It was a good start and we can build on this for next year. Fr Peter recommends working closely with the Parish primary schools next year to include them explicitly. Our sister churches should also be invited to make this a more ecumenical event.
- g. **Future of buildings** –Discussed.
- h. **End of year social gathering** – Combined Christmas pot-luck dinner again for members of the Leadership Teams and their families. Sunday 4 December. 6.30pm.
- i. **Key contact for Nathaniel Centre** – The Nathaniel Centre is set up by the Catholic Church and focuses on right to life issues and advocacy. They would like a key contact for the CPoN to disseminate information for them. Kaye will advertise in the newsletter for a contact person.

9. Closing Prayer: Clare Shirkey

Next meeting 9th October, St Mary’s Hall, Faith sharing: Fr Peter.

Tasks:

Who:	Task:	By:
Fr Peter	Contact H&S Coordinator	October meeting
Kaye	Write advertisement in newsletter for Nathaniel Centre contact	October meeting