

ST JOHN THE APOSTLE PARISH KIPPAX  
MINUTES OF A MEETING OF THE PARISH PASTORAL COUNCIL  
9 May 2013.

**Present:** Rebecca Jefferys (Chair), Fr. Gerard McCormick MSC, Fr. Alfin Buarlele MSC, Eman Basheer, Larissa Davis, Peter Igoe-Taylor, Luan Nguyen, Ann Reynolds, Margaret Sheehan, Joe Barr (minutes).

**Agenda Item 1**      **Opening and Welcome**

Rebecca Jefferys opened the meeting and welcomed Council members.

**Agenda Item 2**      **Opening Prayer and Statement**

The Opening Liturgy was led by Joe Barr. Next Meeting, Larissa Davis

**Agenda Item 3**      **Apologies**

**Apologies:** Stephanie Cox, Toni Cox, Matthew Egan-Richards, Marian England, Tom Halloran, Sabina Van Rooy.

**Agenda item 4**      **Minutes of the Previous Meeting**

- a. **Amendment to the Minutes.** Delete the word “substantial” from the Para of Agenda Item 9 dealing with the Archdiocesan Levy.
- b. **Acceptance of Minutes**  
**Proposed:** Larissa Davis. **Seconded:** Ann Reynolds.
- c. **Business arising from the Minutes.**

**Archdiocesan Levy.** Following a contact made by Father Gerard, Mary Delahunty, the Archdiocesan Financial Administrator has provided the parish with a breakdown of the income and expenditure of the Archdiocese resulting from levies on parishes (Attachment A). Father Gerard will thank the person who arranged the report. It was agreed that the tables would be placed on the parish notice board and a note to this effect added to Compact.

**Availability of Grants.** Ann Reynolds had spoken to the Uniting Church Centre in Kippax who advised on possible sources of grants for such projects as the new toilets. Father Gerard advised that there had been no response to the appeal for anyone with experience of submissions for grants and that contact with Sue Farnham of the previous PPC who had previously offered to make submissions had been lost.

**Agenda item 5**      **Correspondence**

**Out.** None

**In.** From Bob Haverfield and Bert Broekhuysen commenting on the new toilet plan. To be discussed under Agenda Item 7.

**Agenda Item 6**      **Reports submitted**

None

**Agenda Item 7**      **Ongoing Business**

**PPC Formation.** Marian had provided some notes for discussion at the Formation Evening on 27 June (Attachment B) and Father Gerard distributed copies of a pamphlet “PPC as Ministry” from the Australian Catholic Bishops Conference. After a short discussion of the first, it was agreed that PPC

members would study both documents before the Formation Evening. It was agreed that the Evening will replace the June meeting.

**Toilet Renovations.** Two letters had been received from parishioners as a result of the new plan being displayed in the church foyer. These were discussed and points from both will be considered in future discussions. It was agreed that the option of using the current store room as the Special Needs Toilet would not be viable because of the lack of an alternative store room for liturgical and other materials at church level. Eman and others were asked to seek quotes to build according to the new plan for consideration by the Finance Council. It was agreed to establish a Building Committee to oversee the project as a priority and parishioners with relevant expertise will be asked to participate.

<b>Agenda Item 8</b>	<b>On-going business</b>
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**Parish Assembly.** The second day of the Parish Assembly on 4 April was again attended by about 80 parishioners who worked in groups to identify priorities for a parish plan then suggest strategies and actions to achieve them. These had been consolidated in one document, entitled “Identified Priorities”, by Marian England and this document was distributed to the PPC for discussion. It was agreed that there is a degree of overlap between the strategies identified under the four main headings of:

- Building Community;
- Education and Evangelisation;
- Pastoral Care and Service; and
- Prayer and Worship.

All four were discussed briefly before establishment of a small sub-committee tasked to produce a draft plan. The sub-committee will consist of Father Gerard, Rebecca Jefferys, Eman Basheer and Ann Reynolds. Murray Bruce, as the facilitator of the Assembly, will be asked to join them.

<b>Agenda Item 9</b>	<b>Other business</b>
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**Working with Vulnerable People Legislation.** There was brief discussion of the legislation that requires parishioners in various ministries that involve contact with children or vulnerable people to register before 7 November with the Office of Regulatory Services. Application Forms have been placed in the church foyer and those applying will need to be photographed for a card that will be issued once registration is approved. There will be no cost to the parish for registration of volunteers. Ann Reynolds has a contact who advised that a photographer will attend the parish if there are 100 people or more to be photographed.

**Women’s Meeting.** Sabina Van Rooy had spoken to Father Gerard about running a meeting for women of the parish similar to one she had attended at Corpus Christi parish. The PPC supported her if she would like to convene such a meeting.

**Legion of Mary.** Father Gerard had been approached by a member of another parish suggesting the formation of a Legion of Mary group at Kippax. The PPC agreed that although the Legion of Mary is a praiseworthy organisation, it would not fit comfortably within the Sacred Heart Spirituality of this parish.

The Meeting closed with a prayer at 9:20 pm.

## ATTACHMENT A Archdiocesan Levies

### **Archdiocese of Canberra and Goulburn Financials for the Year ended Dec 2011**

The financial results for the Archdiocese of Canberra and Goulburn for the calendar year 2011 have been finalised and audited. The result for the year is a surplus of \$97,000 following on from a surplus last year of just over \$300,000.

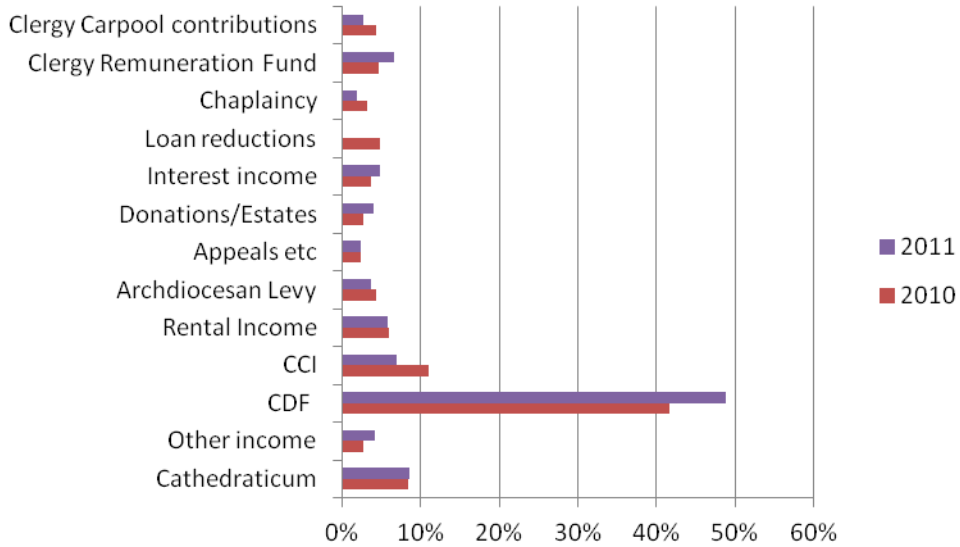
As I mentioned last year when presenting the results, we really only cover our costs, and for the most part, have need for the expenditure of just about all our income. The need never diminishes in the Archdiocese, and often increases as the year goes on. We need a strong budget which shows what we have to spend to ensure all the services we provide continue , and also shows us our ability to respond to new demands as the year progresses.

As you can see from the graphs, the Catholic Development Fund gives the Archdiocese almost 50% of our total income. This year there has been an increase in the amount paid from the CDF as we concentrate more on investing some of the income. The CDF is now investing \$600,000 per annum in a higher interest bearing account to enable a structured investment program for the Archdiocese in the years to come. This is vital, as we have such need for the income we have each year, that we don't have enough to put away for new programs etc in the years to come.

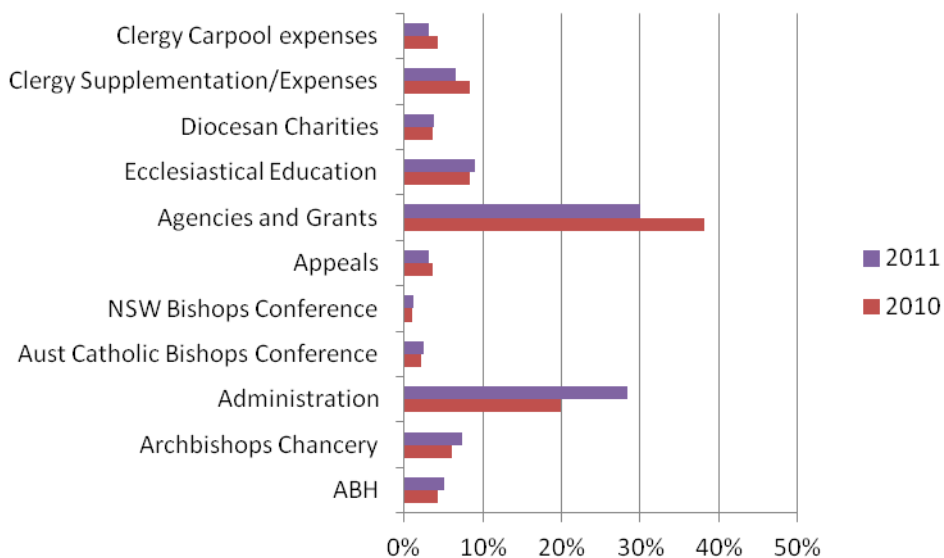
We have kept increases in the costs of the Archdiocese to a minimum, but there have been some structural changes in the way we report costs. This accounts for the increase in Administration costs, but the corresponding lowering of Agencies and Grant expenses.

Helen Delahunty  
Archdiocesan Financial Administrator

## Archdiocese of Canberra and Goulburn Income



## Archdiocese of Canberra and Goulburn Expenses



## WHAT IS A PARISH PASTORAL COUNCIL

A parish Pastoral Council is a team comprising a number of parishioners and parish leaders with their Parish Priest.

The Council's role is to offer considered advice and assistance to their parish priest on ways to foster pastoral action – action which is centred on and inspired by Jesus Christ; action which proclaims the gospel in terms that are relevant for members of the community; action which builds the parish community as a communion for mission.

### **The Council carries out this role by:**

- Adopting a listening and receptive attitude towards the community.
- Having the whole parish community in view – its past, present and futures,
- Exploring the needs, hopes and gifts of the community.
- Praying and reflecting on these needs, hopes and gifts so as to discern the distinct areas of mission for the community and the gifts of its members,.
- Proposing, in dialogue with the whole community, a pastoral plan with practical steps and priorities to match members' gifts with these areas of mission.
- In doing this, a parish pastoral Council is accepting a particular part in the leadership of the parish.

## **MEMBERSHIP**

### **Qualities needed:**

- Commitment to Christ and his church (parish community)
- Ability to work in a team.
- Ability to listen and evaluate.
- Respect for the efforts of others
- Willingness to include others in action.
- Willingness to serve for a time and then let go.
- Sufficient time and energy.
- Enthusiasm, reliability, loyalty.

### **2.4 a Profile of Parish Pastoral Council Members**

Members of parish pastoral Councils aspire to be  
Spiritual leaders, providing a good example of Christian living,  
Servant leaders, offering their gifts to the community, not from a sense of power but rather from an attitude of shared responsibility.  
Collaborative, working together with shared goals.  
Approachable, known by parishioners and accessible and available to them.  
Good listeners, seeking the input of parishioners regarding their concerns in order to establish the direction of the parish.  
Change agents, fulfilling their visionary role through active participation in the process of discernment and planning.  
Enablers, making opportunities available to all parishioners to become involved in the life of the parish community.