

St Anne's Parish Pastoral Council Meeting Minutes

Wednesday 8th February 7:00- 9:00pm

<p>Present Opening Prayer & Welcome Apologies Absent</p>	<p>Fr Mike, Fr Percy, Allan, Tony, Anne, Semisi, Lafaele, Tina, Grace, Heta, Theresa</p> <p>Fr Mike</p> <p>Grace (late), Brad, Tanupo</p>	
<p>Minutes</p>	<p>Motion to table – Tina Seconded Alan</p> <p>Amendments: Meeting Date for April confirmed 12th April</p> <p>Motion to pass minutes – Passed</p> <p>Action Points to followup on:</p> <ol style="list-style-type: none"> 1. To create a Space in Atrium to have Mission Statement and objectives shown. 2. Mission Statement and objectives placed in weekly church notices. 3. Anita to prepare a list of parish groups and contact person name for each group. Parish Groups are to be listed under group categories in PPC Guidelines (refer pg 20). 4. Sunday 18 December 2:30pm Invitation held at Hall for those involved in the various ministries as a thank you and for PPC members to meet and greet, PPC members who can attend be present and to assist where can on the day. 5. PPC Electronic Calendar to be created 	<p>Note: On hold till Notice space is confirmed</p> <p>Theresa C to followup with Fr Mike</p> <p>Anita to meet with Fr Mike to further discuss an action plan on the “directory communication project”.</p> <p>Event to be postponed future date and planning to be confirmed.</p> <p>Theresa to create to add dates of events for PPC eg AGM, St Annes feast day, etc</p>

<p>Correspondence</p>	<p>Inwards</p> <ul style="list-style-type: none"> • Thank You Card recived from Vince & Brenda Mullins acknowledging the success of the Seniors Event held in December 2016 • A letter of suggestions from Frances Mazur dealing with the dilemma of the hard walls behind the altar. • Resignation letter received from PPC member Vui Kelemete Vitale <p>Outwards</p> <ul style="list-style-type: none"> • Nil 	<p>On behalf of the PPC, Theresa to organise Thank You card/letter and gift as a token of thanks for service to the PPC. Parish. Parish Priest to sign and present to Vui on behalf of PPC.</p>
<p>Parish Priest Update</p>	<p>Please refer to attached report received from Fr Mike</p>	
<p>Health & Safety Update</p>	<p>“Managing Risks/Safe Practises within the Church” – Brad</p> <ul style="list-style-type: none"> • Attended three meetings next meeting will be held on 22 November. • Health & Safety System to be implemented as at 1st December. • Fr Mike and Theresa Simpson to attend an induction training. 	
<p>Positive Parenting</p>	<p>Brad to followup with Tanupo and Vui to present at next PPC meeting.</p>	
<p>Election of Executive</p>	<p>A minimum of 10 PPC members needed to be present to conduct the election process. 11 present, giving sufficient numbers to run the election of the Executive. Fr Mike being Parish Priest automatically in the executive will not vote in the process. Scrutineer – Fr Mike PPC asked if those members who wish to not be nominated for the executive to state before voting started. Voting for Chairperson and Secretary carried.</p>	

	<p>Executive 2017 Parish Priest: Fr Mike Chairperson: Heta Dawson Secretary: Theresa Chungsum Deputy Chairperson: Tina Shore*</p> <p><i>*Where the Chairperson is not available to attend a meeting a deputy chairperson will perform this role on behalf of the chair with Parish Priest.</i></p>	
<p>Action Plan</p>	<p><i>Priorities from Planning Day and Pulse Report</i></p> <p>Action Point: Theresa to resend Pat Lythe summary points from planning day for PPC members to read before next PPC meeting.</p> <p>Action Point: Theresa to email copy of Pulse report completed by Heta and team, also prepare booklets for next PPC meeting.</p> <p>Action Point: PPC members to read Pulse Report & Notes from Planning day, come with a plan of working with port folios, fitting in with our Mission statement and 3 goals.</p> <p><i>Sub Committees</i></p> <ul style="list-style-type: none"> • Liturgy (including liturgical music) – Fr Mike, Fr Percy, Theresa • Religious Education (sacramental programmes and adult faith education) – Fr Mike, Fr Percy • Caring/Service/Hospitaliy – Tina, Tony, Semisi & Anne • Youth Ministry – Grace • Multicultural – Semisi, Theresa • Justice & Peace – Alan • Ecumenical and Interfaith Relationships – Grace • Family Life – Brad, Tanupo • Communication – Anita, Lafaele 	

	<p>Note for us to be in touch with the PULSE of the parish we need to connect with the grassroots of St Anne's Parish and the wider community.</p> <p>Once a repoire has been established with those involved in the various ministries above, Fr Percy suggest to the PPC to consider in adding to the format of the PPC meeting an opportunity to invite a member of a ministry to share at the first 10 minutes of the meeting, PPC agreed.</p> <p>Executive to note suggestion to add in preparing Agendas in the future.</p> <p><i>Finance</i> - Fr Mike*</p> <p>*Discern who would be best PPC member to put forward for this role, names to be put to Parish Priest to consider.</p>	
<p>Prayer Roster</p>	<p><i>March – Opening Prayer Tina, Closing Prayer Grace</i></p> <p>April - Heta May – Semisi June – Tony July – Anne August – Anita Sept – Lafaele October – Alan November – Brad</p>	
<p>Closing Prayer</p>	<p>Fr Mike</p>	
	<p>Meeting Closed at 9:00pm Next meeting Wednesday 8th March 2017</p>	