



**Parish of St Columba and the Holy Souls, Leichhardt North**  
**Pastoral Council**

MINUTES of meeting on 2 February 2016 7:30 pm

Venue: St Columba's School Staff Room

**Meeting opened: 7:40 pm, with tour of new school facilities**

No	Item	Action to Do	By/When
1.	Opening Prayer – Read by Therese Briggs		
2.	Present: Therese Briggs (chair), Margaret Perry, Peter Smith, Adrian Overs, Amanda Sapienza, Sue Draysey, Frances Stewart, Guest: Carmel Reid  Apologies: Mark Breen		
3.	Minutes from previous meeting: <ul style="list-style-type: none"> <li>• Motion to accept: Therese Briggs</li> <li>• Motion seconded: Margaret Perry</li> <li>• Motion carried</li> </ul> Business arising: <ul style="list-style-type: none"> <li>• <b>Pastoral Council continuity – Therese Briggs and Adrian Overs</b> <ul style="list-style-type: none"> <li>○ The Minutes of the October, November and December meetings have been published on the website.</li> <li>○ Invitations to attend this meeting and join the Pastoral Council went in bulletin.</li> <li>○ See also Item 7.</li> </ul> </li> <li>• <b>Church sound system – Peter Smith</b> <ul style="list-style-type: none"> <li>○ Peter will follow up with Clear Communications about moving the system to full digital, rather than part analogue/part digital, so that we have a more consistent output.</li> </ul> </li> </ul>	Investigate moving sound system to a fully digital system	Peter Smith, by April meeting

	<ul style="list-style-type: none"> <li>• <b>Christmas gathering – Margaret Perry, Adrian Overs</b> <ul style="list-style-type: none"> <li>○ See Social sub-committee report.</li> </ul> </li>   <li>• <b>SVDP facilities in the new school/hall – Peter Smith and Frances Stewart</b> <ul style="list-style-type: none"> <li>○ SVDP storage is now in the hall, but there is no space for hampers.</li> <li>○ The hall is now available for SVDP meetings.</li> <li>○ The hall has been re-keyed, and locksmiths will re-key the church so that it matches the hall key, and people opening up the church for Mass can also open the toilets.</li> <li>○ Ann-Maree Young, School Secretary, is keeping a central register of who has keys to the Hall and church.</li> <li>○ People needing keys are to see Ann-Maree during school hours.</li> <li>○ Peter, and the parish, are grateful to Ann-Maree for taking on this role.</li> <li>○ Once all cables etc are connected in the hall, there will be a meeting between Peter, Frances and Jules Bates to make more permanent provision for SVDP facilities.</li> </ul> </li>   <li>• <b>2016 Sacrament dates – Peter Smith and Frances Stewart</b> <ul style="list-style-type: none"> <li>○ Catherine and Peter are currently working out the dates of the Sacraments involving the school and parish children</li> <li>○ Opening school Mass: Fri 19<sup>th</sup> February</li> </ul> </li>   <li>• <b>Parish information sheet – Adrian Overs</b> <ul style="list-style-type: none"> <li>○ The sheet is up on the noticeboard at the back of the church, though some formatting (including of the logo) got lost in the enlargements.</li> <li>○ Peter will send Adrian the picture of the Church so that Adrian can re-format</li> </ul> </li>   <li>• <b>National Church Life Survey – Peter Smith</b> <ul style="list-style-type: none"> <li>○ The parish census report will get sent out and Peter will forward it when it arrives</li> </ul> </li>   <li>• <b>Building Stronger Parishes Report – everyone</b> <ul style="list-style-type: none"> <li>○ See Item 8</li> </ul> </li>   <li>• <b>Coffee machines – Therese Briggs</b> <ul style="list-style-type: none"> <li>○ Therese investigated, concluded Aldi</li> </ul> </li> </ul>	<p>Report dates to Council once agreed</p> <p>Email Adrian the church picture used in the sheet, so that Adrian can re-format the sheet</p>	<p>Peter Smith by April meeting</p> <p>Peter Smith by next week</p> <p>Adrian Overs by March meeting</p>
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	<ul style="list-style-type: none"> <li>○ machine would be appropriate</li> <li>○ Peter suggested looking at the factory seconds outlet in Wentworth Park that sells perfectly good machines with a damaged box; that way the parish can order pods online for next day delivery.</li> <li>○ Council agreed to purchase Nespresso machine</li> </ul>	<p>Peter will purchase large Nespresso machine (at least 1L) and standard pods</p>	<p>Peter Smith by March meeting</p>
<p><b>4.</b></p>	<p>School report (including reconstruction) – Frances Stewart</p> <ul style="list-style-type: none"> <li>● Council congratulated Frances on the successful build and transition to new buildings</li> <li>● Demountables will be removed on 15 February and then work can begin on the cabling from the Parish Office to the Presbytery and playing field can be re-established.</li> <li>● Work continues on the school: infants' fence, new furniture arriving, outdoor seating, flagpole, shade.</li> <li>● Once all furniture has arrived there will be a weekend where parishioners can walk through the new school after each Mass.</li> <li>● Awaiting confirmation of date for school's official opening.</li> <li>● 2 new teachers: Michiko de Solom (Special Education) and Alison Dengate (Reading Recovery)</li> <li>● Frances to host first Principals' Cluster meeting at the school on Tuesday 9 February</li> <li>● School is implementing KidsMatter: Australian initiative for primary schools to provide framework, resources and support to identify and implement strategies to improve mental health and wellbeing.</li> <li>● This year is St Columba's 5-year Cyclic Review: time to look back and set goals for next 5 years.</li> <li>● Written report on file with Secretary</li> </ul>		
<p><b>5.</b></p>	<p>St Vincent de Paul report – Mark Breen (read by Therese Briggs)</p> <ul style="list-style-type: none"> <li>● November-January: <ul style="list-style-type: none"> <li>○ 21 calls for assistance,</li> <li>○ 48 individuals assisted,</li> <li>○ 14 food hampers delivered,</li> <li>○ \$1430 supermarket cards</li> <li>○ More hampers would have been delivered but currently there is no storage space for them so SVDP is not in a position to replenish depleted supplies</li> <li>○ Total approximate cost of goods provided: \$2230</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>• Therese noted that hampers are more useful to clients than vouchers, as they contain food so for clients who find it difficult to get to the supermarket.</li> <li>• Christmas hampers”       <ul style="list-style-type: none"> <li>○ SVDP thanked generous contribution by parishioners:</li> <li>○ 40 hampers were delivered, containing food valued at \$2000, supermarket food cards valued at \$1280 and gifts of many and varied types from parishioners with estimated value in excess of \$1500</li> </ul> </li> <li>• SVDP Christmas Appeal: parishioners donated a very generous \$2290 to the needy in our local area</li> <li>• Financial standing: figures for December show conference is in deficit to extent of \$1929.20, but amounts from Christmas Appeal are not as yet reflected in that figure.</li> <li>• Conference membership:       <ul style="list-style-type: none"> <li>○ 2 members are taking a break after good and faithful service for some years.</li> <li>○ New volunteers are always welcome:           <ul style="list-style-type: none"> <li>▪ Contact a member</li> <li>▪ Attend a meeting, held 7pm on 8 February then every second Monday</li> <li>▪ Check the parish website for details</li> </ul> </li> </ul> </li> <li>• Written report on file with Secretary</li> </ul>		
<p><b>6.</b></p>	<p>Parish staff recruitment update – Peter Smith</p> <ul style="list-style-type: none"> <li>• Archdiocese has a Parish Support team to assist.</li> <li>• Advertising began in December to replace Caroline:       <ul style="list-style-type: none"> <li>○ Catholic Jobs online, Catholic Weekly.</li> </ul> </li> <li>• No responses yet, so working with Parish Support team to get temporary assistance.</li> <li>• Peter is inclined not to advertise for Pastoral Associate until new Secretary is hired;       <ul style="list-style-type: none"> <li>○ He suggested input from Council would be useful in hiring PA;</li> <li>○ Amanda offered to be involved.</li> </ul> </li> </ul>		
<p><b>7.</b></p>	<p>Pastoral Council transition/nominations – Therese Briggs</p> <ul style="list-style-type: none"> <li>• We have received interest in the activities of/joining the Council from 3 parishioners so far</li> <li>• The bulletin invitation said that there would be elections in March and more information to come in coming months</li> <li>• Personal contact from Council members to</li> </ul>	<p>Speak to parishioners we think would be keen to join the Council</p>	<p>Everyone by 26 February</p>

	<p>parishioners is an important tool to encourage participation, as is a concerted advertising campaign through the bulletin, information about the Council and announcements at Mass.</p> <ul style="list-style-type: none"> <li>• To assist with Council transition, but also to address parish needs more broadly, Peter will devote a sermon in the coming weeks to commitment.</li> <li>• Frances will speak to P&amp;F about a representative on the Council, not ex-officio.</li> <li>• Bulletin message is to be amended: <ul style="list-style-type: none"> <li>○ We are inviting parishioners to become members</li> <li>○ All interested parishioners are invited to our meeting on 1 March</li> <li>○ Let us know (either by email to <a href="mailto:secretary@stcolumba.org.au">secretary@stcolumba.org.au</a>, or talking to Peter or another PC member) by Friday 26 February if you are interested</li> </ul> </li> <li>• Council agreed that at the March meeting most ordinary business will be deferred and the focus will be on prayer, reflection, planning and the new Council (and reviewing the Council Guidelines on transition, in accordance with their terms).</li> <li>• Assuming that elections will not be required, due to the number of vacancies and current members stepping down and number of interested parishioners, the parish will be informed that the foreshadowed elections were not necessary.</li> </ul>	<p>Put information about the PC on the noticeboard</p> <p>Deliver a sermon on commitment</p> <p>Ask P&amp;F for Pastoral Council representative</p> <p>Put amended notice in the bulletin</p>	<p>Therese Briggs by 12 February</p> <p>Peter Smith by 20/21 February</p> <p>Frances Stewart on 9 February</p> <p>Therese Briggs by 13 February</p>
<p><b>8.</b></p>	<p><b>Building Stronger Parishes report – Peter Smith</b></p> <ul style="list-style-type: none"> <li>• Council members had read the first three chapters.</li> <li>• Council agreed on the Report's great utility for the Council going forward.</li> <li>• The Report will be a focus post-transition, particularly in any planning retreat that is held.</li> <li>• Council members are to read the next three chapters.</li> </ul>	<p>Read chapters 4-6 of the Building Stronger Parishes Report</p>	<p>Everyone by March meeting</p>
<p><b>9.</b></p>	<p><b>Presbytery renovation – Peter Smith</b></p> <ul style="list-style-type: none"> <li>• Following correspondence with the Archdiocese's Parish 2020 committee, Peter met with the Vicar-General and Archdiocese officer on the 2020 project committee, who advised him to proceed with planning and, when ready, to make a presentation to Council of Priests.</li> <li>• Peter then met again with the school's architect (Rachel), an officer of the Archdiocese's Properties Committee and a top Sydney planner, who gave an hour pro bono.</li> <li>• They are considering options:</li> </ul>		

	<ul style="list-style-type: none"> <li>○ The archdiocesan officer suggested developing the tennis courts into residential land, as they could be worth \$8-9 million;</li> <li>○ They are considering best possible use for site and what we could do with affordable housing.</li> <li>● Peter has also been meeting with State Government re affordable housing in Leichhardt provided by Archdiocese.</li> <li>● Rachel said that staging the project would be a good idea if the Presbytery itself is a priority, as the other projects would take significantly longer to get going..</li> <li>● But Peter noted that this would be the more expensive way to do it.</li> <li>● Considerations are ongoing.</li> </ul>		
<b>10.</b>	<p>Statue for outside church – Peter Smith</p> <ul style="list-style-type: none"> <li>● Peter would like an interactive brass statue of Jesus in a gesture of welcome, symbolising “Let the little children come to me”, for children to climb on.</li> <li>● It could be put outside the hall.</li> <li>● Council agreed that it was a good idea.</li> <li>● Peter is to investigate cost and design further</li> <li>● Peter also suggested a community garden, which the Council agreed was also a good idea.</li> <li>● Peter will speak to the landscaper about it.</li> </ul>	Investigate the cost and design of desired statue, and the feasibility and design of a community garden and report to Council	Peter Smith by April meeting
<b>11.</b>	<p>The bus – Therese Briggs</p> <ul style="list-style-type: none"> <li>● Therese has not yet been able to look into arrangements</li> </ul>	Look into the arrangements and report to Council	Therese Briggs by April meeting
<b>12.</b>	<p>Year of Mercy: pilgrimage – Amanda Sapienza</p> <ul style="list-style-type: none"> <li>● Amanda suggested that the Parish organise a pilgrimage to the Holy Door at St Mary's Cathedral as part of the Year of Mercy. <ul style="list-style-type: none"> <li>○ It could be followed by a casual BYO lunch in Hyde Park</li> <li>○ There could be various transport options depending on people's mobility: car pool, public transport, walking</li> <li>○ We might be able to have some formation groups beforehand, to engage with the theme.</li> </ul> </li> <li>● Peter said that he could lead a liturgy in the Cathedral.</li> <li>● Sue Draysey has a lot of information and resources about that we can do; Council to work with Sue in organising the pilgrimage/Mercy events.</li> <li>● Council noted that the broad theme of Mercy ties</li> </ul>	Organise a pre-23 September date for St Mary's liturgy	Peter Smith by April meeting

	<p>in with our participation in the Welcome Centre.</p> <ul style="list-style-type: none"> <li>• Council agreed that this would be a good thing to do.</li> <li>• A ballpark date was agreed for September.</li> <li>• Sue and Frances are planning a BBQ to welcome new refugee families, in conjunction with SSI – Peter will liaise with them as he also has SSI contacts.</li> </ul>		
<p><b>13.</b></p>	<p>Parish sub-committee updates</p> <ul style="list-style-type: none"> <li>• <b>Reaching out to others – Therese Briggs</b> <ul style="list-style-type: none"> <li>○ Planning a meeting before next PC meeting.</li> <li>○ A lot has happened and they have lots planned.</li> </ul> </li> <li>• <b>Social – Margaret Perry</b> <ul style="list-style-type: none"> <li>○ Christmas event went well.</li> <li>○ Margaret thanked Adrian Overs, Carmel Reid, Gail Herbet, Jules Bates for their assistance.</li> <li>○ About 60 people attended.</li> <li>○ Food went down well.               <ul style="list-style-type: none"> <li>▪ Parish provided platters and parishioners brought desserts to share.</li> </ul> </li> <li>○ Margaret suggested that next year it happens earlier in December.</li> <li>○ Margaret suggested re-commencing after-Mass coffee/tea 'get togethers' for parishioners, now that hall renovations are completed and a coffee machine will be purchased soon. To be progressed.</li> </ul> </li> <li>• <b>Communications – Adrian Overs</b> <ul style="list-style-type: none"> <li>○ Held over to next meeting</li> </ul> </li> <li>• <b>Liturgy – Amanda Sapienza</b> <ul style="list-style-type: none"> <li>○ Held over to next meeting</li> </ul> </li> </ul>		
<p><b>14.</b></p>	<p>Other business</p> <ul style="list-style-type: none"> <li>• Ecumenical event – Therese Briggs           <ul style="list-style-type: none"> <li>○ All Souls Anglican church, on the corner of Norton and Marion Sts, invited Christian churches to discuss settlement of refugees in Leichhardt and what's happening in their churches, how they can be supporting each other, and to become familiar with the level of vulnerability in the community.</li> <li>○ SVDP will visit Steve (pastor on corner of Allen Street) and let him know what they do and how he can direct people in need to them</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>○ They were very interested to hear about our Listening Assembly.</li> <li>○ We had feedback from our parishioners in LA that they were keen to do things with other churches.</li> <li>○ Once priests have shared details, opportunities will arise for cooperation in areas such as social functions, fundraising and community events.</li> <li>○ Peter will be meeting with Anthony Albanese and Brad Hazzard Planning Minister re the Welcome Centre in Callan Park</li> </ul> <ul style="list-style-type: none"> <li>● Lenten reflection – Sue Draysey           <ul style="list-style-type: none"> <li>○ Sue will organise it, using program from Heartbeat ministries (\$100, resources then online), Council agreed.</li> </ul> </li> <li>● Appointments – Peter Smith           <ul style="list-style-type: none"> <li>○ Peter been appointed to the Australian Catholic Social Justice Council, which meets over 4 days in North Sydney.</li> <li>○ Peter has also been made chief editor of “Solidarity”, peer-reviewed academic journal of the University of Notre Dame.</li> </ul> </li> <li>● Thank you note from Caroline – Therese Briggs           <ul style="list-style-type: none"> <li>○ Therese read the thank-you note from Caroline Zadro for our gift on her retirement.</li> <li>○ The Council formally thanked Caroline for her assistance to the Council.</li> </ul> </li> </ul>		
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**Meeting closed: 10:15 pm**  
**Next meeting: Tuesday 1 March 2016, 7:30 pm**  
**Venue: Parish Hall**