

**Parish Pastoral Council Meeting**

**MINUTES**

Tuesday 2 April 2024, 7.30 pm

St Columba’s Parish Hall Meeting Room

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| **No** | **ITEM** | **BY** |
| **1** | **Welcome, Opening prayer and reflection**  **Acknowledgement to Country** | Fr. Peter  David Hair |
| **2** | **Attendance /Apologies**  **Present:** Fr. Peter, David Hair, Debra Galofaro, Amanda Gardiner, Ray Choi, Chris Drury, Jenny Wilson, John Wilson, Desiree Leone, Therese Pacey  **Apologies:** | David Hair |
| **4** | **Minutes of the previous meeting**  Approved | David Hair |
| **5** | **Business arising from previous meeting**   * Church maintenance: * A new supplier to fix paneling has been identified. They will investigate if they can repair the panels rather than replace. A quote will follow. * The guttering on the church has been fixed and the downpipes will be replaced next Thursday. * Reflective paint on steps from Church to remedy WHS issue is arranged. * Garden Refresh is complete. Ongoing maintenance will be provided every three months. * Parish Dinner (*report tabled – Fay Hair*) * Suggest Wildflower be added to the list of invitees. * Steve Newnham will come and speak at the dinner. Information will be provided for distribution in/with Bulletin the previous week/s. * Investigation for donations via ‘tap and go’ is in progress. Method for donations at other masses on the same weekend to be decided. * Chris will perform MC duties for the evening. * An issues regarding Responsible Service of Alcohol were raised. ***Chris*** will investigate. * Invitation to Mass and sausage sizzle for David’s Place (homeless drop-in centre) set for 27 October. * Finance Committee report tabled. Add as a regular agenda item. * Annual audit is complete and awaiting signoff. * New members for the Finance Committee to be sought. * Parish census set for 5 May. No privacy implications identified. Need to add extra data fields Suggest engaging a student to undertake data entry. | Fr Peter  Amanda Gardiner / Therese Pacey  Amanda Gardiner  Fr. Peter  Fr. Peter / Amanda Gardiner |
| **6** | **School report**   * Report provided | Debra Galofaro |
| **7** | **Pastoral Associate Program**   * Report provided | Amanda Gardiner |
| **8** | **Safeguarding Compliance**   * Report provided (*in Pastoral Associate report*) | Amanda Gardiner |
| **9** | **Sub-committee Reports**  Spiritual Journey - report provided (*in Pastoral Associate report*)  Social Justice / Outreach – report provided   * Suggest early identification of items to be collected to allow people to plan purchases.   Engagement / Communications – report provided   * Website is a work in progress. ***Therese*** & ***Ray*** will review the website and update as necessary. | Amanda Gardiner  David Hair    Therese Pacey |
| **10** | **New Items**   * Big thanks to Amanda for her amazing efforts over the Easter period. * Catholic Refugee Mission to speak at each Mass this weekend. * Discussion on request from Whoosh to provide a fence as an extra safety measure. * Terms of tenancy; driveway access; complaints/incidents; number of students involved; usage. * Is it a supervision problem? The provider has a duty of care to children and as such is responsible for having sufficient staff and processes in place. * The school and parish already provide extra space to the provider at no extra cost. * ***Peter*** will ask advice from Archdiocese WHS. * ***Peter*** willadvise Whoosh that the PPC have some reservations and are investigating. | Fr. Peter |