

**Parish Pastoral Council Meeting**

**MINUTES**

Tuesday 2 April 2024, 7.30 pm

St Columba’s Parish Hall Meeting Room

|  |  |  |
| --- | --- | --- |
| **No** | **ITEM** | **BY** |
| **1** | **Welcome, Opening prayer and reflection** **Acknowledgement to Country**  | Fr. PeterDavid 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 PeterAmanda Gardiner / Therese PaceyAmanda GardinerFr. PeterFr. 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 GardinerDavid 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 |