



Otari Parish Pastoral Council

Meeting Minutes			
Date, Time and Venue	19 April 2017 Start Time: 7pm Venue: St Thomas More Lounge		
Attendees	Erwin Palado (Chairperson), Fr Ron Bennett, Moira Chapman (Minutes), Estelle Henrys, Christine Kuper, Sarah Mayo,		
Objectives :	April Monthly Meeting		
Agenda Items			
Item #	Details	Who	Discussion
1.	Opening Prayer	Moira	
2.	Apologies	Erwin	Michael Gribble, Rachel Roth
3.	Minutes from last meeting	Erwin	Minutes from last meeting (15 March, 2017) were taken as read and accepted.
4	Matters Arising		
a.	Safeguarding in the Catholic Church	Christine	It is Christine's understanding that the Incident Register is kept in the Presbytery and that Catherine Vernon has entered the relevant details from the incident in November 2016.
5	Other Business		
a.	Side-by-side Mentoring	Estelle	<p>Fourteen people have begun the Side-by-Side Mentoring course, which is a joint initiative between the Anglican and Catholic Dioceses of Wellington. Eight of the participants are from Otari parish. Estelle gave an outline of the material covered in the first full day. There are two more evening sessions to be completed.</p> <p>The Otari participants will meet with Fr Ron to identify areas of parish life that they may be able to establish a suitable ministry in.</p> <p>The next meeting will be in the evening on 1 May.</p>

Otari Parish Pastoral Council

b.	PPC Elections	Father Ron	<p>Fr Ron has received 35 nominations for the Parish Pastoral Council and is in the process of contacting all the nominees to ascertain their willingness to stand for election. He envisages having the list of candidates finalised by mid May and holding elections in June.</p> <p>Estelle and Moira indicated that they wished to step down from the PPC which would leave Michael Gribble, Sarah Mayo, Erwin Palado and Rachel Roth remaining to serve another two year term. Christine Kuper indicated that she would be prepared to serve another year on the PPC, but not two years.</p>
c.	Synod i Delegates Selection ii Parish Participation Process iii PPC topic on Leadership	Erwin	<p>Names of four delegates need to be submitted to the Archdiocese by 1 May. Erwin has received responses from Michael Gribble and Jayne Sutherland indicating that they are happy to be delegates. The PPC discussed a list of possible delegates. Erwin will contact these people to ascertain their willingness/availability to attend the Synod in September.</p> <p>In April/May participation topics will be distributed and parishioners will be invited to respond on line. Fr Ron will provide a link in his E-letter. The PPC has been particularly asked to respond to the Leadership topic.</p> <p>From the end of June, the overall responses will form the basis of the discussion material for the Synod in September.</p> <p>The PPC will formulate its response at the May meeting.</p>
d.	Growing the Faith Community	Erwin	It was decided to defer this discussion until after the new PPC is elected.
e.	Stewardship Follow-up meeting	Erwin	<p>Erwin has received 12 responses to her email regarding the next Stewardship follow-up meeting. Seven others have asked to not be included in the Stewardship Committee.</p> <p>The agreed date for the next meeting is: Thursday, 27 April, @ 7pm, in St Thomas More Lounge.</p>
6	Correspondence		
a.	Finance Committee Minutes	Erwin	<p>Finance Committee Minutes have been emailed to PPC members for information.</p> <p>Estelle will forward a copy of the Liturgy Committee minutes to Erwin for reference.</p>
b.	Home Help Request	Erwin	<p>A parishioner is looking for paid home help for elderly family members. They would prefer to find someone by word of mouth rather than general advertising.</p> <p>Fr Ron expressed a possible need for a visiting ministry for the elderly. Erwin was of the understanding that this work had been undertaken by The Legion of Mary in the past. Estelle suggested that this work could also be undertaken by the St Vincent de Paul group.</p> <p>Fr Ron will liaise with these groups regarding visiting, referrals and also home communions.</p>

Otari Parish Pastoral Council

	Easter Services	Erwin	Erwin had observed that some elderly parishioners had experienced difficulty climbing the sanctuary steps for the veneration of the cross on Good Friday. Fr Ron will discuss this with the Liturgy Committee.
7	Next Meeting		Wednesday 10 th May St Teresa's Presbytery 7pm
	Minute taker and prayer		Christine Kuper
8	Concluding Prayer	Moira	The meeting concluded at 9.30pm