



ŌTARI PARISH PASTORAL COUNCIL MEETING Minutes

Date: 7pm, Monday 20th October 2025

Venue: St Teresa's Church Presbytery

Attendance:

Present: Fr. Joy, Fr. Tikoua Kautu, Des Tiller, Chris Orsman, Amanda Russell-Kleiner, Adri Widyanto

Apologies: Myrna Umali, Kiko Tu'amoheloa, Neville Braganza

1. Welcome; Opening prayer was prayed by Chris.
2. Confirm note taker (Chris Orsman)
3. Minutes from the last meeting were accepted as true and correct.
4. OUTSTANDING ACTIONS - see table below.

OUTSTANDING ACTIONS

No	Item	Action	Owner	Status as of 20 October 2025
39	Development of detailed Parish plan	Develop a plan to flesh out initiatives under each of the strategic themes: create briefs and then meet with parish ministry groups (Liturgy Committee, Finance Council, JPD, CWL, Youth Group, Family Group and Faith Events Team) to identify priorities and enable detailed planning.	All	Ongoing. See PPC Open Actions below.
42	Integration and formation of One Parish	PPC to develop ToR for one parish and to form a committee to navigate the process of integrating into one worshipping community	All	Ongoing. See Item 7.
43	Pilgrimage to Our Lady of Lourdes, Kapiti	PPC to invite all parishioners to participate in the pilgrimage. Will request input from the Liturgy Committee, and representatives of the Tongan and Filipino communities.	All	Completed. See Note 5 (b).
45	Karori Youth Strategy	A response will be provided to S Dobbie regarding Ōtari Parish's position.	Amanda	Completed. Amanda responded and received thank-you letter.

5. Reflection on recent Parish events and programmes:

- a. 05 Oct – Parish Feast Day: fairly well-attended. Tongan dancers raised \$161.00
- b. 18 Oct – Parish Pilgrimage: went well. Modest turnout.
- c. 18 Oct – Closing Mass for Cardinal McKeefry School: this went well and was well-attended.
- d. Youth Event: this went well; some 18 attended; some discussion about potential leaders' course, with financial support from the Parish.

6. Events for October and November:

- a. 22-31 Oct – 10 days of Rosary Devotion (Des and Treena will attend)
- b. 01 Nov – Working Bee at Karori Cemetery. The WCC has approved. Estelle will take the lead.
- c. 02 Nov – All Souls Day and blessings of graves (Karori and Makara cemeteries). Karori Cemetery after Sunday mass at STM. Makara Cemetery after 10 am Mass ST).
- d. 16 Nov – Jubilee of the poor. JPD to advise.
- e. 23 Nov – Jubilee of choirs and musicians. Discussed ?combined singing/special blessing. Liturgy Group to advise.
- f. 29 Nov – One day retreat. At STT, F. Joy to lead with 2 reflections. Adoration. Reconciliation.
- g. 30 Nov – Sacrament of confirmation

7. Formation of organising committee for 'One Place of Worship':

Some general discussion on this, covering various points. We agreed on the **primary** need to set a date on which to close St. Thomas More. Date set is **17th May 2026**, for the closure of St Thomas More Church (subject to the Cardinal's approval and availability). It follows a period of discussion, reflection, and consultation through the Parish Pastoral Council. The date was chosen to be after the Christmas and Easter celebrations but could not extend beyond one year from Archbishop Paul Martin's letter to Fr Joy and the Parish. This also followed that the 24th May 2026, which is Pentecost Sunday and the 12th anniversary of the formation of the Otari Parish, would be the first Mass as one Parish family worshipping together in one place of worship.

8. Update Cardinal McKeefry School:

Discussion on removal of religious articles and various small assets. St. Teresa's School is interested in the statue of Our Lady from the grotto. Des to forward a list to Fr. Joy so he can talk to Kerry (Principal) and Steve (Change Manager).

9. Recruitment of new PPC members:

An ongoing concern. Patricia Lynch is interested in joining. Des to follow up.

10. Confirm action points from meeting: see below.

11. Date of next meeting – 24 November 2025, 7PM start.

Distribution

Fr Joy Thottankara	Fr Tikoua Kautu	Adri Widyanto
Amanda Russell-Kleiner	Chris Orsman	Des Tiller
Myrna Umali	Falakiko Tu'amoheloa	Neville Braganza
Benny Tau'Alupe	Catherine Vernon	Otari Parish Office

PPC Open Actions

No	Item	Action	Owner	Status
39	Development of detailed Parish plan	Develop a plan to flesh out initiatives under each of the strategic themes: create briefs and then meet with parish ministry groups (Liturgy Committee, Finance Council, JPD, CWL, Youth Group, Family Group and Faith Events Team) to identify priorities and enable detailed planning.	Des/Fr. Joy	Ongoing. Templates received from Finance Committee, JPD Group. A 2-hour meeting proposed for 23 November after Mass to go through requirements with the leaders of different parish ministry groups.
46	Integration and formation of One Parish	Announcement of closure of STM.	Des/Fr. Joy	Takes place at Masses next Sat/Sun.
47	New Parish Council Members	Des to talk to Patricia Lynch	Des	Pending.
48	Assets from Cardinal McKeefry School	List of desirable assets, religious articles etc.	Des	Pending.

Note Taker Roster – 2025

PPC Meeting	Note Taker	Notes
27 January	Adri	<ol style="list-style-type: none"> PPC Chair is responsible for producing the agenda and meeting pack. Volunteers: Adri, Amanda, Chris, Kiko, Myrna, and Neville
24 February	Myrna	
24 March	Amanda	
28 April	Chris	
18 May (AGM)	Treena Tiller	
26 May	Myrna	
17 June (combined)	Catherine	
23 June (combined)	Catherine	
04 August	Amanda	
25 August	Amanda	
22 September	Adri	
20 October	Chris	
24 November		
15 December (combined)	Catherine	