

**MINUTES OF THE PARISH LEADERSHIP TEAM
PARISH OF THE HOLY FAMILY NELSON/STOKE
HELD ON WEDNESDAY 3 FEBRUARY 2021,
AT 63a CHAMBERLAIN STREET, AT 7.00PM**

1. ATTENDANCE AND APOLOGIES

Attendance: Noeline Grant (Chair), Father Joy, Sarah Menzies, Shelley Hills, Kathy Mardon (Secretary). Dolly Meria;

Apologies: Sam Meria, (Joined the meeting after his commitment with the Filipino community)

In attendance: Belinda Mellor, Jordan Fernandes

2. WELCOME AND INTRODUCTIONS

Welcome: Noeline extended a very warm welcome to Father Joy, wishing him all the very best for his Ministry in Nelson, and expressing the good wishes of the PLT, who are looking forward to working with him.

A warm welcome was extended to Belinda and Jordan, along with an invitation to become members of the PLT if they wish.

Introductions: Members of the PLT introduced themselves to Father Joy, and Father Joy gave a brief summary of his background, from his Ministry in India, to Lower Hutt where he has been for the last 4 years.

3. OPENING PRAYER: From 1 Corinthians, 12:4-11, presented by Father Joy

4. CORRESPONDENCE

Inwards:

(a) Cardinal John's monthly letter

Outwards:

(a) Re Chrism Mass (Noeline). To be held Tuesday 30 March, at 11.40, at Garin College. Noted that there will be 3 representatives from our Parish to help organise this, Belinda and Peter Mellor, with Ann James from the Liturgy Team. Flyers from Adrienne Hill are to be placed in St Marys and St Francis
(Kathy to action)

(b) Parish Review steering group (Noeline). Met early December, next meeting 12 February. Kathy to send the Cardinal's letter to Father Joy.

5. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 26 November and 1 December 2020 were accepted as a true and correct record.

Noeline noted that the PLT had met 6 times since the last formal meeting, to plan for Father Bill's farewell, and for the Welcome to Father Joy. Thanks to all the team for their attendance and commitment to these extra meetings. *in Dec & January.*

6. DE-BRIEF ON FATHER BILL'S FAREWELL

The feedback seems to have been very positive. Involving the ethnic communities in the Prayers of the Faithful was very well received, along with the involvement of children, in the Offertory Procession, and in presenting musical items at the Farewell. Overall, we feel that the farewell was a very fitting tribute to Father Bill and gave parishioners a chance to express their gratitude to him in appropriate ways.

Kathy noted a few housekeeping matters to be considered for Father Joy's Welcome:

- The Usher needs to ensure all pews are full, and to firmly encourage people to move along in the pews.
- Seating needed to have been arranged in the Hall (i.e. brought forward more) to allow room for people to stand behind the chairs. A lot of people stood outside.
- Need more tables for food, and more tablecloths
- A separate table needs to be organised as a children's table
- Need a person in the kitchen, who knows how to use the dishwasher (it was in constant use during the farewell)

7. WELCOME FOR FATHER JOY

Shelley gave a summary of the arrangements for the day:

- Hot food to be provided by ethnic communities, in the courtyard
- Seating to be provided outside
- Tea, coffee etc to be available in the hall
- Transport to be available to those who request it
- Sarah to co-ordinate any requests from people to do a performance at the Welcome
- Pat Pettitt will have First Aid resources available.

Issues raised:

- Shortage of car parking (with the school playground being unavailable). Concern about people being unable to find suitable parking nearby, particularly for those who have mobility issues. Parking in surrounding streets may be in short supply. Essential that adequate disabled car parking is available. Suggested asking people to leave the car parks in Manuka St free for those with mobility issues. Shelley to communicate this to parishioners **Action: Shelley**
- Shelley advised that transport is available, and will look at ways of making this available for people who find they have to park some distance from the Church. Suggested that parishioners park at Buxton car park and that the courtesy van pick them up from there. Shelley will communicate this to parishioners at all masses this weekend **Action: Shelley**

- Cost of Bouncy Castle: Concern raised as to whether this is an appropriate use of Parish funds. Shelley advised that she has been able to arrange this at a good price, and has obtained budget approval from the Finance Team. Arrangements will be in place to ensure health and safety requirements are met. **Shelley**
- Use of disposable plates: PLT members expressed concern at these going to landfill. Sarah to contact the company who provide a plate service at the Isel Park Twilight market to check out their costs. It was agreed that parishioners could be asked to bring their own plates, and take them home. Shelley to communicate to parishioners **Shelley/Sarah**
- Reminder to clean up school playground and any other outside areas used during the welcome.

8. **PLT GOALS FOR 2021**

Vision: Noeline asked PLT members to reflect on what our Vision is, and to bring ideas to the next meeting.

Goal 1: Outreach

- (a) Kai Kete – will be starting again soon, would like to involve schools and St Vincent de Paul
- (b) Laudato Si: were hoping to get a Lenten programme running, but unable to get this started. Fr Joy commented that 2021 is the Year of Families, starting in March, and that this could be a more appropriate focus given that Laudato Si was brought out in 2016. Belinda and Jordan are keen to be involved with any Laudato Si project. Shelley and Fr Joy to meet and discuss the programme, and how to move it forward. **Action: Shelley & Fr Joy**

Goal 2: Spiritual

- (a) Retreat I Daily Life – Fr Joy suggested that a retreat relating to the Year of Families might be appropriate – he will follow up on this **Action: Fr Joy**

Goal 3: Pastoral/Community

- (a) Life Teen programme – has been a commitment from the Finance Committee for funding, to be run in conjunction with Our Lady of the Bays. Need to follow up with Phillippa McManus (OLB) about how to progress this – **Belinda to check** with her. Fr Joy stressed the importance of committing to a follow up with the young people once they have attended a camp – very important to have a youth group in the parish. Jordan volunteered to be involved in setting up a youth group **Belinda/Jordan/Father Joy**
- (b) Safeguarding workshops: Kathy advised that the administration team (herself, Rex Morris and John Auld) had actioned the police vetting forms, but that there was a lot more work to do, to get the Safeguarding programme fully operational in the Parish. **Action: Kathy to set up a meeting of the team with Fr Joy**

Discussion of the remainder of the PLT goals was deferred until the next PLT meeting.

9. St Vincent de Paul Society – presentation from Elizabeth Owen

Elizabeth has recently taken on the role of President of the Nelson Conference. The following points were noted:

- Motto of SVdP is “a just and compassionate society for all”
- Spirituality is an important part of membership.
- Tasks carried out by members include:
 - Visits (in pairs) to the sick, recently bereaved, elderly, or people struggling
 - Links with other groups, i.e. Crisis Pregnancy Support, Mens’ Shelter, BUWT (Beneficiaries & Unwaged Workers Trust), Kai Rescue, Foodbank. Would like to establish communication links with the PLT
 - Provision of Christmas hampers – names and referrals provided by schools
 - Pregnancy support
 - Social Assistance – Elizabeth available at set times during the week when people can drop in for help and support. Social assistance includes follow up after some months
 - Involvement in events/celebrations

Noeline thanked Elizabeth for her very informative presentation, and agreed on the need for establishing closer links and communication between SVdP and the PLT.

Closing Prayer: The meeting closed with all joining in the Lords Prayer

The meeting closed at 9.00pm.

**Date of next meeting: Thursday 25 February, 7.00pm, at the Presbytery, Stoke
Focus: Confirming PLT goals for 2021**

Minutes confirmed as a true and correct record

N.M. Grant
(Chair)

25-02-2021
Date