



**MINUTES OF THE PARISH LEADERSHIP TEAM (PLT) MEETING  
HELD ON THURSDAY 30 JULY 2020 AT 7.00PM  
AT THE PRESBYTERY, SONGER ST, STOKE**

1. Attendance

Attendance: Dolly Meria (Chair), Shelley Hills, Fr Bill Warwick, Noeline Grant, Sarah Menzies, Sam Meria, Trudie Walter, Kathy Mardon (Secretary)

Apologies: Alice Joseph

Opening Reflection:

Sarah presented the opening reflection, the "Prayer for the Special Year of the Anniversary of Laudato Si"

2. Correspondence: Inwards

- (a) 3/7/20 – from Mary-Ann Greaney - re rules for election advertising. Noted, no further action required.
- (b) 17/7/20 – from Mary-Ann Greaney – re the appointment of John Prendergast as the new Archdiocese General Manager. John is keen to make contact with all the PLT teams in the Diocese. Agreed that we will extend an invitation to him to meet with us.
- (c) 24/7/20 – from Mary-Ann Greaney – re a radio recording dealing with racial diversity, and suggestion that this would be a useful resource.

3. Minutes of Previous Meeting (25 June 2020)

Passed as a true and correct record

4. PLT Goals for 2020 – update

- (a) Eucharist Ministers Formation – this has been held, led by Fr Patrick.
- (b) Review of Passionist Family Groups. As Yvonne and Brendon Wilson have left, a new co-ordinator couple is needed. The idea of joining with Our Lady of the Bays Parish and having a shared or joint Co-ordinator couple was discussed, and agreed that this was worth following up. The review needs to address the drop off of PFG members, and discern how to make the PFG movement meet the needs of the Parish, eg meeting the needs of our cultural communities, families with children, and the elderly.

It was agreed that the first action is to meet with co-ordinators of the groups, to start discussion about how to renew the PFG movement throughout the Parish.

**ACTION:** A pastoral group to be formed, consisting of Dolly, Alice and Fr Bill, to meet with existing group co-ordinators.

- (c) Life Teen – the Finance Team have approved the purchase of the programme. A Life Teen Mass is being held at Richmond this weekend. The PLT is committed to getting the programme started in our Parish, and it was agreed that we work together with Our Lady of the Bays Parish.

**ACTION:** To be kept as Agenda item for each meeting.

5. Formation Workshop

The PLT Team joined together for a very informative and valuable Formation Workshop on Saturday 25 July. The Workshop reflected on the purpose and role of the PLT, looked at the range of Ministries throughout the Parish, reflected on successes and opportunities relating to these Ministries. PLT members selected various Ministries to “own” and set goals and initiatives relating to these Ministries.

Thanks were extended to Noeline for organising this Workshop.

6. Follow up from Formation Workshop – report on Ministries

(a) Outreach

- (i) Workshops on Laudato Si: It was noted that Catherine Gibbs will be holding some workshops in Nelson 21 to 25 September. She’s suggested that we invite some local speakers to give presentations, eg someone from the Cawthron Institute. Suggested that we invite Our Lady of the Bays to be involved. Catherine is flexible as to the timing and length of the workshops – agreed that 3 sessions are preferable to one continued session. Involvement of schools was discussed, and agreed that it would be best to limit this to Garin College at this stage.

**ACTION:** Sarah and Shelley to respond to and liaise with Catherine.

- (ii) Kai Kete – Noeline explained the concept of the Parish covering the cost of a whole meal, with Parishioners invited to attend, and with the meal to be blessed by Fr Bill, Agreed to be held on a date to coincide with the World Day of the Poor- agreed Thursday 19 November.

**ACTION:** Noeline to liaise with Alison at All Saints Church to confirm date and to confirm the numbers that could attend from our Parish, as there is limited capacity.

(b) Spiritual

The Team looked at the idea of a Celebration Mass, in October, but after further discussion, it was decided to hold this in March 2021, to coincide with the 5<sup>th</sup> anniversary of Parish Amalgamation. Involvement of our cultural communities would be a focal point of this Mass. The first step is to liaise with Garin College, and to select a suitable date in March.

**ACTION:** Kathy to contact Garin to find some dates in March; and to contact members of the original Amalgamation Team, to get some ideas on the planning process they followed.

(c) Pastoral & Community

Fr Marlon will be holding a Mass for the Filipino community at 10.30 on 13 September. This will be followed by fellowship, and an opportunity for Fr Marlon to meet with the Filipino community.

Discussion of how to involve our cultural communities in the Liturgy, eg leading the Prayers of the Faithful or the Lord’s Prayer in their language. Sam and Dolly expressed a preference for their community to lead the Lord’s Prayer.

It was noted that it is important to seek out the views of each cultural group as to how they would feel most comfortable in participating in the Liturgy.

Reaching out to the elderly, eg sharing food with them after Mass. Discussion of how to ensure that all elderly or sick at home are receiving Communion if they wish. This led to discussion of the importance of updating the Parish database.

**ACTION:** The Pastoral & Community team to follow up with the Liturgy Committee on these suggestions.

(d) General follow up of Ministry Teams and outcomes of Formation Workshop

It was agreed that this should be a standard agenda item at the start of each PLT meeting.

7. PLT Succession

Fr Bill reported that he has approached some parishioners to join the PLT, but as yet no-one has felt they could take on this on. It was agreed that Sarah would approach a potential candidate.

**ACTION:** Sarah

8. Appointment of Chair

Noeline advised that she is willing to take on the role, but as a co-chair. Members were asked to consider if anyone was willing to offer to join her as co-chair.

**ACTION:** All members to reflect on whether they are willing to take on this role, and to advise Fr Bill and Noeline, with the decision to be made by the next meeting.

9. Parish Database Register/:

Agreed that this update needs to happen with urgency. It was suggested that names and contact details be obtained at the start of Mass, similar to the process during the first post-lockdown Masses.

**ACTION:** Fr Bill and Kathy to meet as soon as possible to formulate a process.

10. Finance Team report

Staffing: Fr Bill reported that two new office staff have started on a job share arrangement: Sarah Jones (replacing Mary Gunn), and Kim McGettigan (replacing Margot, who has stepped down).

Demolition of the Presbytery has been deferred, pending new quotes. A separate asbestos assessment is required, with the asbestos removal being carried out prior to demolition.

11. Liturgy Team

Paul Ashley has joined the team. Fr Bill is still working on obtaining some more volunteers.

Date of next meeting:

Thursday 27 August, starting at 7.00pm

Chair: Noeline

Prayer: Dolly

Meeting concluded at 8.35pm

Signed \_\_\_\_\_

N.M. Grant

Date \_\_\_\_\_

27/08/2020