

# MINUTES AND ACTIONS (MEETING 7)

6 JULY 2024 / 10.15am to 12.00pm / PARISH CENTRE MACQUOID STREET

## ATTENDEES

## APOLOGIES

<b>Tony Carey</b>	Chair	<b>Sheryl Reyes</b> <b>Benji Reyes</b> <b>Nick Pelle</b> <b>Kripa Antony</b> <b>Anthony Stanislaus</b> <b>Rebecca Gillett</b> <b>Tony Wood</b>
<b>Father Tony Percy</b> <b>Father Joshua Scott</b>	Priests	
<b>Janine Deakin</b> <b>Gretchen Bell</b> <b>Dylan House</b> <b>Sybil Busby</b> <b>Glenda Chapman</b> <b>Jaynel Estrella</b>	Members	
<b>Selina Stanford</b>	Member ( <i>acting secretary</i> )	
<b>Anne Alexander</b>	Chair, Parish Finance Committee	
<b>Mary Dorian</b>	Parish Safeguarding Volunteer	
<b>Maria Hicks</b>	Archdiocesan Professional Standards and Safeguarding Manager	

## AGENDA NOTES

### OPENING PRAYER

The Chair took the opportunity to note that many people assist our parish in many ways in the background and he thanked them for their contributions to our parish.

### ACTION ITEMS REGISTER

- New action items were added (*see table below, purple highlighted*)
- Action items were noted as completed/closed (*grayed out below*) – removed after one meeting

<b>Reference</b>	<b>Description</b>	<b>Due</b>	<b>Assigned to</b>	<b>Date closed</b>
20230824/3	Roster for PPC members to speak at mass after PPC meetings- as required	As required	Janine Deakin	Adhoc after each meeting (closed 6/7/24)
20231026/1	Deferred Item 4 from meeting 20230624: PPC members on safeguarding - Maria from Institute Professional Standards and Safeguarding - defer to the new year 2024	Next meeting - 21 February 2024	Tony Percy	Maria presented at PPC mtg on 6/7/24
20231026/5	Cultural music weekends	Next meeting	Tony Carey	
20240221/1	Visitation register - Ready to go	May 18 2024	Gretchen	Now operational
20240221/2	Talk through options for children/primary aged children ministry	Sept 2024	Father Josh, Jaynel Estrella and Sybil Busby	
20240221/3	Divine Renovation – consider establishing reading group. Invite or visit parish undergoing DR	By next meeting – 6 July 2024	Selina and Ralph Frank Fr Tony	Agenda next mtg
20240221/4	Provide short synopsis of proposal for couples theology of the body	Sept 2024	Kripa Antony	
20240221/5	Look into options for more handouts, laminated instead of tv screens; approachable and schmick is the preference	Dec 2024	Father Josh and Selina Stanford	
20240221/6	Script to be finalised for PPC members to speak at Mass in order to provide update on discussions at meetings	Ongoing	Janine Deakin	Written after each PPC mtg
20240504/1	Include a bulletin notice to save the date for the parish retreat	ASAP	Fr Josh	Included in bulletin - Closed 6/7/24

20240706/1	Child Protection Code of Conduct –all volunteers working in the parish to have signed the acknowledgement.	By next meeting – 7/9/2024	Parish Safeguarding volunteers	
20240706/2	Safeguarding to be added as a standing item on the PPC agenda.	By next meeting – 7/9/2024	Tony Carey	
20240706/3	Parish Safeguarding Checklist to be completed	Sept 2024	Parish Safeguarding volunteers	
20240706/4	Parish to be accredited against safeguarding standards	Dec 2024	Parish Safeguarding volunteers	
20240706/5	Consider adding the following to the parish bulletin: <ul style="list-style-type: none"> <li>names of the Parish Safeguarding Volunteers</li> <li>Acknowledgement of Country</li> </ul>	By next meeting – 7/9/2024	Parish Safeguarding volunteers	
20240706/6	Selina to email the retreat hospitality outline to PPC including the volunteer requirements.	15/7/2024	Selina Stanford	

### ITEM 1: MATTERS ARISING FROM PROGRESS REPORTS

- Ministry updates provided prior to the meeting have been copied at the end of these minutes.
- Gretchen gave update on visitation register and visiting those in aged care facilities

### ITEM 2: SAFEGUARDING PRESENTATION

Maria Hicks presented on parish requirements with regards to safeguarding.

Our Archdiocese follows the National Catholic Safeguarding Standards (and were accredited in 2023) and has prepared guidance material for parishes in compliance with these. The NSW government has also mandated the NSW Child Safety Standards and these are required to be complied with by NSW parishes and schools.

*Integrity in our Common Mission* – a code of conduct document for all employees, priests and volunteers working in the Australian Catholic Church (published by the Australian Catholic Bishops). All of our volunteers need to know about this document.

All clergy, employees and volunteers within Archdiocesan parishes, regardless of whether they work with children, are required to sign the declaration to the Code of conduct – link included below.

<https://cgcatholic.org.au/professional-standards/child-protection-code-of-conduct/>

Child Protection Code of Conduct – applies to all volunteers working in the parish. Everyone needs to have signed this. The declaration is to be signed every three years and given (or scanned and sent) to the local parish office staff.

Parish Safeguarding Checklist to be completed to ensure compliance with the NSW Safeguarding Standards. Completion of this checklist will ensure compliance with the standards and will assist in the accreditation of the parish against the standards (which is a requirement).

Safeguarding needs to be a PPC agenda item.

Mandatory reporting for all known abuse against children. As parishioners, any suspected abuse should be reported to our Parish Safeguarding Volunteers (Mary Dorian and Nick Pelle) or directly reported, with known abuse directly reported to the police. Note that there is a flowchart on the Archdiocesan website as a guide to reporting. Maria Hicks also noted that abuse may be reported directly to her.

For more information: <https://cgcatholic.org.au/professional-standards/>

All parishes should be welcoming and inclusive so that all can safely speak up if there is an issue. Are we listening to the voice of youth and young people?

Recommendation that the bulletin include the names of the Parish Safeguarding Volunteers and that there is some acknowledgement to Indigenous People in our parish and in our bulletin (maybe include Acknowledgement of Country).

Risk assessments should be completed for activities that involve children or where many parishioners gather together (eg. All masses, morning teas, retreats etc). All of these risk assessments are designed to protect both children and adults. Maria is able to provide some templates to assist in the completion of these.

### **ITEM 3: PARISH RETREAT**

Parish Retreat day on 10 August 2024. The Dominican Sisters of St Cecelia from Sydney will facilitate the retreat with the topic of “Christ is our Firm Foundation”.

Retreat will comprise talks by the sisters, adoration and confession, time for fellowship. Optional pilgrimage from St Gregory’s school hall (at 4pm) to St Raphael’s church for 5.30pm mass. Refer to attached poster for the event.

Retreat Team: Fr Josh, Jeanine, Selina, Sheryl & Benji

Bookings by TryBooking app - \$20 per person (to cover lunch)

Couples for Christ managing catering, running the PA system.

Hospitality, setup and take down – Selina & Benji, will get volunteers to assist with hospitality. Selina to email the outline out to PPC with volunteer requirements.

Promotional material – Fr Josh – creating a prayer and poster is attached. Jeanine to promote in social media, bulletins etc.

At lunch use the projector to advertise ‘where to from here’: Alpha, Life in the Spirit, Meditation etc. Maybe we should have some handouts supporting this?

PPC to have lanyards to show who they are and stickers for participant names.

#### **ITEM 4: HOSPITALITY AND WELCOMING**

- We should set these up as separate ministries in the parish. We will need volunteers to lead and participate in these ministries.
- We should review some of the parish surveys as some people have indicated that they are interested in these types of ministries.

#### **ITEM 5: RITA’S FAREWELL MORNING TEA**

To be held next Sunday 14 July after mass. To be hosted by PPC and Tongan community (confirmed with Rachel Hala). Sybil organising the morning tea in the same way as she did for Lorraine’s morning tea. Bec to donate the cake.

#### **ITEM 6: OTHER BUSINESS**

Fr Tony has invited all of the PPC to meet and get to know the new parish office team members, Ann Burgess and Lisa Mudge.

PPC update at mass to be written by Janine and delivered on the weekend of 20/21 July.

Next PPC meeting 7 September 2024.

#### **CLOSING PRAYER**

### **NEXT MEETING’S AGENDA ITEMS**

- Regular safeguarding discussion
- Divine Renovation – consider establishing reading group. Invite or visit parish undergoing DR.
- Someone to provide an update from World Youth Day (from March 2024 meeting minutes)
- Evangelisation events / talks
- Hospitality and Welcoming ministries

## MINISTRY UPDATES

### Christian Meditation - Tony Carey

MEDITATION continues well. Tuesday night usually sees between 12 and 16 people and Wednesdays about 6 of our older folk.

### Vinnies update - Glenda Chapman

May was a slow month for 10cent recycling we raised \$21.20, June we raised \$32.80 with a total of \$54.00. I collected 90cents worth on my morning walk 04July2024.

Grocery donations were down a little but seem to be picking up again to about 3-4 shopping bags per week. No BBQ in May due to lack of volunteers when I had a birthday party to go to. Hopefully we will be on track for July as the 4th weekend will be after school holidays.

Goodies Junction (formerly the greenshed) is filling up fast and will mean that Vinnies will now be able to give companions vouchers for furniture & other items from so they can get furniture when resettling. Goodies Junction are planning to accept, test/tag electrical goods that will also be for sale. There will be some changes, many of the staff stayed. Only time will tell how well it goes. It appeared to be very popular when I was there on the 01july. Reasonable prices and well laid out. Pavers etc will be available soon (possibly by now).

### Visitation of sick and housebound - Gretchen Bell

Visitation and visitor list is still a work in progress.

There have been some complications with different aged care facilities being closed due to illness.

### RCIA - Janine Deakin

The new RCIA program started on the 7<sup>th</sup> May. Changes to the format were made based on feedback from the previous program. We now meet in the Parish Centre at Macquoid St which is more conducive to small group discussion and the new format is working very well.

We are using the book Catholic Christianity by Peter Kreeft as a guide. We have different members of the team present each week. So far, we have covered the topics listed below.

Date	Session	Presenter
<b>Theology (What Catholics Believe)</b>		
14 May 2024	Faith	John Owens
21 May 2024	God	Janine Deakin
28 May 2024	Creation	Darren Leach
4 June 2024	Man	Nick Seselja
11 June 2024	Jesus Christ	Michael Elias
18 June 2024	The Holy Spirit	Brian Welch
25 June 2024	The Holy Catholic Church	Father Josh

We have about 7 people wanting to join the church and a couple of people who attended last year's RCIA are continuing to participate this year.

We are now on a break until 3<sup>rd</sup> September.

### **The Chosen - watch and discussion group- Selina Stanford**

We are starting to watch season 2 of The Chosen each fortnight on a Thursday evening starting on 18 July 2024. There is a group of 13 registered at this stage. This has also been advertised in the parish bulletin and on Facebook.

We will probably continue from season 2 all the way to the end of season 4 if there is interest from the group to do so.

### **Alpha - Selina Stanford**

A few Alpha team members (Selina, Frank and Nick) are going to attend a new program being offered by Alpha this year, Alpha Invitation Culture Cohort. This will be a 6 month long learning journey with other Australian Catholic Church leaders focusing on building a culture of invitational evangelisation. This will comprise four online sessions with a coach (Michael Harvey), learning how to implement and track the impact of invitational evangelisation strategies and will conclude with the Alpha Conference on 7-9 November 2024 in Melbourne.

Leah Taylor and I (assisted by a couple of other previous Alpha participants) are going to run a lunchtime Alpha course for Catholic Education office staff in Manuka commencing on Thursday 25 July.

We are just beginning to think about running another Alpha in Queanbeyan parish commencing at the end of August / beginning of September 2024. We will initially get together a team of about 6-8 people, organise a prayer team to pray for us, our parish and the participants, do some team training and start advertising / inviting.

### **Caring for Creation group - Nick Pelle**

The group meets on the third Saturday morning of every month followed by a pot luck lunch that is open to all.

Each meeting incorporates the following elements:

1. Ecological education: where we educate ourselves about integral ecology
2. Ecological spirituality: to form our hearts as well as our minds
3. Focus on Parish activity

### **Vegetable Garden**

The group are planning to plant vegetables and herbs in the two raised garden beds so that produce can be used to help Annie's place with meals for the disadvantaged.

There is an open invitation to Parishioners who want to be involved and their participation will be coordinated by the group with the aim of making this a thriving and productive venture.

We have planted silverbeet, celery bokchoi, peas, garlic, chives, a bayleaf tree and lemon tree and in pots chocolate mint, thyme, oregano.

## **Reading Group**

There will be a proposal to convene a reading group in September, after the Parish retreat in August. The intent is to work read through the pope's 'Gaudete et Exsultate' (Rejoice and Be Glad)

## **Season of Creation in September**

Various ideas are being explored by the group to determine what type of activities can be offered to the Parish so that Parishioners can participate in the Season Of Creation.

The type of themes that may be explored may include:

- Child safety
- Nature (recycling)
- Loving our neighbour- the impact our actions have on others.
- Caring for poor
- God's divine will -Following the example and mindset of Jesus.
- Stations of the cross in the context of Laudato Si

## **Morning Tea**

Caring for Creation hosts a morning tea once every second month.

The group is exploring how the Laudato Si goals can be incorporated into the morning teas, specifically ecological education, and ecological economics.

Another challenge for the group is how to use the morning tea to foster a greater sense of community and how Parishioners can get to know each other a little better.

## **Awareness**

There is a feeling amongst the group that there is a lack of awareness about what Caring for Creation means and that there may be a perception that the group is only focused on the physical environment. The group is informed by the 7 goals of Laudato Si. ( which are included below for reference) Components such as social justice and caring for the poor are also fundamental issues that the group is concerned about.

## **Context of Laudato Si': *Laudato Si'* goals**

1. Response to the cry of the earth: To regenerate the Earth and care for God's creation
2. Response to the cry of the poor: To care for the poor and vulnerable
3. Ecological economics: To make economic decisions that put the planet and people before profit
4. Adoption of sustainable lifestyles: To live simply so that others may simply live
5. Ecological education: to educate ourselves and others
6. Ecological spirituality: to form our hearts as well as our minds
7. Community empowerment and resilience: To participate in society and share our gifts with others



ST. GREGORY'S CATHOLIC PARISH, QJEANBEYAN  
WOULD LIKE TO INVITE YOU TO:

# CHRIST OUR FIRM FOUNDATION RETREAT

with the Dominican Sisters of St Cecilia

*Rediscovering the wisdom of the Church's spiritual tradition*

**10 AUGUST 2024**  
**SATURDAY 10AM - 6:30PM**

PLEASE BRING A PLATE  
FOR MORNING TEA.  
LUNCH WILL BE INCLUDED.

*Men and women (ages 18+) are invited to join the Dominican Sisters of Saint Cecilia for a Parish Retreat day.*

*This day will focus on renewing the foundations of the spiritual life as we journey through the Year of the Holy Spirit in preparation for the Holy Year 2025.*

*The retreat day will include talks by the Sisters, a Holy Hour and Confessions, fellowship and time for discussion.*

## REGISTRATION



**Bookings Essential**

Scan QR Code or visit:  
[www.trybooking.com/CODMW](http://www.trybooking.com/CODMW) to register.

A \$20 fee assists with covering retreat expenses.

Doors Open at 9:30am.



DOMINICAN SISTERS OF  
*Saint Cecilia*  
Founded in 1861 - Nashville