

MINUTES

Warkworth/Puhoi Parish Pastoral Council Meeting

Sunday 15th March 2020 at Warkworth Parish Hall at 12.12pm

1. **Opening Prayer** --- Fr Brian
2. **Attendance** ---- Fr Brian Lange, Tim Holdgate (Chair Person), Christine Greig, Fina Turner (Filipino Community Rep) , Rangatao Tekabwaara (Kiribati Community Rep) , Rick O'Flaherty
3. **Apologies** ---- Trish Coupe, Lynn Williams, Jerome Hardy. Moved Fr Brian/Sec Christine ---- carried.
4. **Minutes of the Previous Meeting** ---- the minutes had been circulated prior to the meeting. Moved for acceptance Rick/Sec Christine --- carried.
5. **Matters arising from Previous Minutes**
 - Safeguarding Protocols: Fr will chase up this week and check that Berny Straka is our Local Administrator and has a list of who has been vetted and who should be vetted. Fr will get back to the PPC by the 20th March 2020. Perhaps someone from the Diocese should be involved in vetting Parishioners since the Bishop is ultimately responsible. Fr will report back.
 - Ordination of Bishop Michael Gielen: Christine reported that she and Fr Brian attended the Episcopal Ordination of Bishop Michael Gielen on the 7th of March 2020. It was a lovely 3 hour long service and well worth attending. The PPC passed on its thanks to Christine and Fr for attending and representing the Parish.
 - General Property: Rick expressed his disappointment that the idea of a property committee in Warkworth was rejected by the PFC. This is a pastoral opportunity lost.
 - Kiribati Driver Licences: Rick will chase up Chris Martin for an update. Christine also donated to the Parish a \$200 gift voucher for the Warkworth Driving Academy. The voucher is for one "street talk Course" or three "one hour driving lessons". This will be passed onto the Kiribati Community to be used as it sees fit.
 - Fr Brian comments on pastoral Care: Fr confirmed that our focus should be on our own community. That it is important to act at a local level first. The PPC members present endorsed Fr's sentiments.
6. **Correspondence**
 - **Inward**: - Diocese of Auckland Property Portfolio & Development Manager, Michael Butler regarding Puhoi Property Lease.

Two letters from Michael Butler were tabled. Tim spoke to this matter and also of the meeting he, Lynn and Rick had with Michael Butler on Wednesday the 19th Feb 2020.

Tim also confirmed with the PPC that he is dealing with the Puhoi Heritage Museum Incorporated Society on a personal basis and assisting it with lease negotiations.

- **Outward:** email to Paddy Sullivan responding to her email of the 5th of February 2020 regarding the Warkworth Catholic Cemetery.

The email to Paddy was tabled and read to the meeting. (copy attached). It is assumed the PFC will respond in full to the Sullivans.

Rick asked if the Parish had any letterhead paper. It would sometimes be more appropriate to be corresponding by letter than email. Fr and or Rick will enquire.

7. Reports

- **Filipino Report:** - Fina reported the Filipino Community is very anxious about Covid 19. The pandemic is having serious impacts in their home country. Unfortunately and as consequence of the pandemic their choir has gone into recess and will be unable to sing at Warkworth on the 29th March. They will review their situation in May.
Fr explained that he had only just received the latest safety advice from the Diocese concerning Covid – 19. He had confirmed and explained that advice at Masses over the weekend. The PPC asked Fina to pass on its support to the Filipino Community and that it fully respects their decision.
- **Kiribati Report:** - Tim welcomed Rangi to the meeting and explained how important it is to have a Kiribati rep at PPC meetings. Rangi reported on behalf of his community. There are a number of children for Baptism but acknowledged there are language difficulties. A meeting with Fr Brian will be arranged and Fr will also attend their gathering in the Parish Hall that evening at 5pm. Fr has some baptism booklets to pass on.
- **Liturgy:** - Christine reported that there is a Liturgy Committee meeting tomorrow to organise for Easter. She also explained that there is sometimes a wording difference with the overhead projector so she will liaise with Berny in the Parish Office. Unfortunately, the overhead projector screen is not visible from behind the organ which makes it difficult for the organist. Now that the overhead projection system is up and running, an audit would be a good idea and to look into issues like visibility and the application of its audio facilities. This will be for the PFC to address. Fina says they have redundant computer screens in her office, available if useful as remote monitors.
- **Parish Finance Committee Report** – there was no representative from the PFC at the meeting, but a covering email and a written note from Bob Dye was tabled and read by Tim. (copy of note from Robert Dye attached) Fr also spoke to the note as a member of the PFC. He had attended the PFC meeting on the 8th March 2020. Fr noted that the Finance Committee's attitude to work on the Catholic

Cemetery was influenced by the adjoining NZTA works. The PFC preferred to wait till the motorway was completed (late 2021) before taking work on the Cemetery too far.

General discussion on the cemetery upkeep followed and included,

- Fr will take the opportunity to visit the cemetery,
- Warkworth Parishioners are willing to attend to work at the cemetery,
- working bees have pastoral benefits,
- concerns about the cost of a contractor especially given the willingness of Parishioners to help out (Parish funds could be directed elsewhere),
- access could most probably be arranged through the adjoining Sullivan land,
- the PFC needs to involve the Parish community to clarify its wishes for the future of the Cemetery, and if a comprehensive plan is required, we suggest getting on with that.
- PFC contractor needs to revisit to the site already.

Lynn in her absence but as PPC Chairperson has suggested she respond to Bob's report. Whether Lynn should respond to Bob was put to the meeting and it was resolved that she should. Fr Brian abstained from that resolution.

With respect to other items in PFC note, the PPC are pleased to have confirmation on the agreement to purchase tables and chairs for the Warkworth hall and the commencement of work on the Church itself.

- **Mens Breakfast:** a successful breakfast was held on the 7th March. Thank you Jerome and family.
- **Regional Pastoral Council:** Lynn had sent through a report which is attached herewith.

8. **General Business** --- the following items were mentioned:

- **New Parishioners Pack:** Rick said he and Trish had looked at this and had obtained some guidance from the Pastoral Services Group at the Pompallier Centre. The first step was to have Fr Brian add his testimonials to the Parish brochure, and to that end Fr took away of copy of the Parishioner's existing brochure.
- **Volunteers:** the ongoing need to involve Parishioners was discussed. Fr considers the newsletter a poor medium for conveying messages. We all agree that shoulder taping is preferable. Fr would like to implement a Warden system. This initiative will have the full support of the PPC. The PPC will provide Father with names of people to approach. He said there would be a warden appointed to each Mass. The warden would make sure everything was organised for Mass on that particular day.
- **Parish Social:** FR noted that the Covid- 19 pandemic has probably put a hold on any such event(s). This will be reviewed.

- Parish website: There is quite a bit of information on the website that is out of date. Fr said to be very careful with the website and make sure there was no discussion forum ability. He has experience with hacking. Berny to be approached about the website and Rick to make sure the ratified minutes from the PPC are sent through to the Parish Office for posting on the website.
 - Fr Ralph's Farewell Gift: It was agreed that the Parish at large be advised that a gift of \$2000 was made to Fr Ralph on his departure in recognition of his good work for us all. The \$2000 was from generous donations from Parishioners.
 - Rosters; we need to liaise with Berny about the next round of rosters. Christine and Rick to attend to.
 - Alpha Network: Rick reported on behalf of Jerome. Rick and Jerome had attended the Network update event at the Pompallier Centre. Jerome is keen to pursue dependant on Fr's agreement. Fr is reticent about the value of an Alpha Course. He prefers something like the scripture study presently being organised by Christine Greig and Kristine Price. There is to be ongoing discussion.
 - Warkworth Church Library; Rick had been approached by a parishioner about the library and its accessibility. It is noted that Craig (Julyan?) is still listed as librarian. Rick will see if the Parishioner who broached the matter is prepared to be actively involved.
 - Warkworth Parish Hall: Rick suggested that when the PFC look to maintenance work on the Hall, especially internal decorating, the cultural and ethic influences in the Parish be accounted for. The hall could be looked at as a cultural centre.
- 9. Closing Prayer:** The meeting closed at 2.00pm and Fr Brian concluded with prayer.
- 10. Next Meeting:** The next meeting of the PPC will be at the Puhoi Hotel dining room at 6.30pm on Sunday the 19th April 2020.