

Parish Pastoral Council (PPC) - St Francis of Assisi Ohariu

MINUTES of meeting held Sunday 1 June 2025 (7:00 pm to 8:30 pm)

Present: Ning, Joanne, Ed, James, Nick, Fr Gerard, Fr Alfred.

Apologies: Luciene

Fr Gerard began the meeting with a prayer.

Communications Group update

- Two people have agreed to join so far
- A meeting will be arranged at parish office
- It was mentioned that as a parish we need to use the app as well as we can but there might be some issues with the app currently
- It was discussed that the scope of communications within the parish was vast and that the scope of the group would need to be managed
- An idea was put forward to have a board with descriptions and photos of the various ministry groups like at the Karori church.
- Another suggestion was to run a slideshow of the groups before Mass like they did at the Cathedral where they called for volunteers to be involved in ministries

Welcoming Group update

- It was mentioned that some initial discussions had taken place and the feedback was to ensure all groups felt welcomed and part of one larger parish.
- It was suggested that the experience of the Newlands community should be sought with suggestions of potential people who might be able to be part of the group
- Next steps were to contact more people to form the group, then meet to discuss

Upcoming events

- Sacramental programme is underway
- A gifting programme would begin soon with more materials and training to come - this might start in August
- Sr Cyprian's 100th birthday
 - 24th of June but celebration to be held on the 25th of June at the 11am Mass with lunch to follow and those attending to please bring a plate.
 - In addition to be mentioned at Saturday evening Mass as this is the Mass Sr Cyprian normally attends
 - The parish to give flowers and a card
 - Sr Cyprian had mentioned that in lieu of gifts donations could be made to the Mary Potter Hospice
 - All of these things could get a mention in the newsletter

Other matters

- St Vincent de Paul have asked about volunteers to transport people to Mass, particularly those who have stopped driving.
- It was mentioned that the Outreach Ministry also drive people to Mass
- It was suggested that Marie Goodall be contacted as she could give guidance on safeguarding and police vetting requirements etc.
- The parking lines were wearing off and needed to be marked again - this was to be referred to the Finance Committee as the PPC members were worried about how straight their lines would be.
- PPC group to be part of the hospitality roster - James to ask Margie about this

Cleaning

- Various groups within the parish use the facilities during the week.
- Generally everyone leaves things in a clean and tidy state but sometimes by Friday for funerals etc the level of cleanliness and tidiness was sometimes less than ideal. In addition on occasion lights are left on, and windows and doors not secured.
- The cleaners come in on Saturday morning and clean all areas other than the office and vestry.
- It was discussed if there should be a mid week clean particularly of the toilets.
- Options discussed included rostering of duties, reminder checklists on the wall for users of the facilities, and maybe some students from the school might do some volunteer work by sweeping up for example.
- It was mentioned at one point there was talk of a Parish Manager role, a bit like a property manager who would take oversight of these types of things as well as general repairs.
- Nick mentioned he could pop in on a Thursday evening to see the state of things a few times to determine if additional cleaning measures were required.
- A summary of the discussion to be passed onto the Finance Committee

Working groups resulting from feedback

- 3-4 people to be on each group

Hope and Renewal Summit

- To be held in Palmerston North on 3 - 4 October run by Fr James Mallon author of the Divine Renovation books
- Discussed that it could be useful for some parishioners to attend for leadership formation and that the parish was not just called to 'keep things ticking over'
- It was mentioned that Alpha was seen as a key part of development in our parish.
- It was queried if the parish had a budget for parish development. Fr Gerard mentioned he would look into it

Pastoral Plan

- PPC members were encouraged to attend one of the Parish Pastoral Council evenings to be held over the next two weeks ideally all to attend the same one

- The evening would help help parishes to develop pastoral plans with vision and mission as well as cover off gifting
- It was agreed that all would attend the meeting in Plimmerton on the 4th June 2025.

Fr Gerard concluded with a prayer.