



BUNBURY PARISH PASTORAL COUNCIL MEETING

Bunbury Parish Hall 6pm Wednesday 10th September 2025 MINUTES

Bishop George Kolodziej Ex Officio		Simon Jones BCC Representative Co-opted	P	Irene Rodgers Hospitality Pillar Representative	A
Father Pierre Repuyan Ex Officio	P	Helen Brown Elected Member Chairperson St Mary's Representative/ Worship Pillar	P	VACANT Elected Member	
Father Jayan Johnson HGN Ex Officio	P	Liz Lomax St Joseph's Representative Co-opted Secretary / Worship Pillar	P	VACANT Elected Member	
Father Victor Lobo Ex Officio	P	Helenmary Sykes Elected Member Safeguarding Officer	P		
Brian Castieau PFC Ex Officio	P	Anne Mallaby Outreach Pillar Representative	P		
Dave Maguire Formation Pillar Representative	P	Ryan Mallaby Outreach Pillar Representative	P		

Acknowledgement of Country

The Bunbury Parish Pastoral Council acknowledges the traditional custodians of the land that we are meeting on, the Wardandi People of the Noongar Nation. We pay respect to their elders' past, present and emerging and commit to walking in a spirit of Reconciliation as we walk respectfully together on this land and its waterways.

Executive Committee

Father Pierre Repuyan
Helen Brown
Liz Lomax
Position Vacant

Meeting Protocols

- 1. Be punctual**
Being on time for meetings shows respect for the task at hand and courtesy to the rest of the meeting attendees.
- 2. Be Prepared**
Please ensure that you have taken the time to read the agenda for the upcoming meeting, the minutes of the previous meeting and relevant materials.
- 3. Actively listen and participate with an open heart and mind**
- 4. Participate in one conversation at a time**
- 5. Speak clearly**
When you speak during the meeting, make sure to speak loudly and clearly so everyone can hear you.
- 6. Follow the agenda**
Staying on topic is preferred because it reduces time wasted on tangents. If you can, lead the conversation back to the original topic if you notice it has drifted to an unrelated subject.

Correspondence In	Date Received	Action	Correspondence Out	Date Sent
Annual Financial Report – PFC Copy on Parish Noticeboard	5/9/25	Disseminate to PPC	Thank you, Card = Dardanup Josephite Companions for Solemnity of St Mary of the Cross MacKillop	20/8/25
Email – Alfred Leigh Thanks re Reading and EMHC Workshops	19/8/25		Sympathy Card Bishop George	8/9/25

Item	Time	Details	Person Responsible Action Timeframe
Welcome & Acknowledgement of Country	1 min	Helen	
Apologies			
Prayer		Prayer led by Liz Lomax	Prayer to be led by Dave at next PPC Meeting.
Minutes of previous meeting		Consider the accuracy of the minutes. Motion: That the minutes of the meeting on 13 August be accepted.	Minutes accepted by Simon
Pastoral Matters	Father Pierre	1. A card has been sent to Bishop George on the passing of his mother. 2. Greeters / Welcome, changes to the Mass format with EMHC and Commentators have	

		<p>commenced. Those on the rosters need to ensure that they are up-to-date with the changes. Continued updates and reminders will be in the Parish Bulletin</p> <p>3. Ongoing Formation – Parish and Diocesan. This continues to be discussed and there are many projects planned for the immediate future.</p> <p>4. Parish Election – We have had one nomination. Will continue to promote this and will keep PPC updated with progress and any developments/nominations.</p> <p>5. First Holy Communion. Two have been held, one still to come. A meeting will be held to review how the programs have been this year, once all are complete.</p> <p>6. Outreach group have met. Discussed was how to deal with the unpredictability of some patrons. Matter arising is how to secure the kitchen so that there are no potential safety risks.</p>	
--	--	---	--

		<p>7. Annual clergy retreat next week.</p> <p>8. Bishop has formed a team for a Diocesan Assembly.</p> <p>9. Diocese wants to commemorate the end of the Jubilee of Hope – December 13, with a Pilgrimage.</p> <p>10. Bishop is in Rome undertaking training and has travelled to Poland for funeral of his mother. We continue to pray for Bishop.</p>	
<p>General Business</p> <p>Is this a PPC issue?</p> <p>Can the PPC bring about change?</p> <p>Is the PPC willing to discuss at a future PPC Meeting?</p>			

<p>Stewardship Pillar Items for consideration</p>		<p>Worship</p> <p>New changes to EMHC and Commentary and Readers are in effect. Feedback encouraged on Commentary/Reading and will be recorded to revise at the completion of the 12 month trial period (22/23 August)</p> <p>The Worship Committee would like to keep a record of ongoing feedback so that we can collate responses to discuss at end of 12 month period.</p> <p>Suggested that we ask people to put pen to paper to discuss their thoughts.</p> <p>Music Ministry – workshop was cancelled.</p> <p>Bishop wants to celebrate masses regularly at the Cathedral. Special masses may have the Diocesan Choir singing – the schedule is yet to be set.</p> <p>Sound system -</p> <p>Meeting with Totally Sound was held in school holidays. They are meeting with Brian Thursday 11th September to look at the system we have and its present settings. A recommendation and quote</p>	
--	--	---	--

		<p>will then be made.</p> <p>We are getting expert advice, thoughts and quotes to make the decisions regarding sound issues in the Cathedral. Decision lies with the Bishop.</p> <p>In the interim, we need to encourage people to move to where they can hear better, speakers and musicians use the microphones correctly etc.</p>	
		<p>Formation</p> <p>Nil</p>	

		<p>Outreach</p> <p>The second feeding program for the month commences in September and will be ongoing.</p> <p>Additional items for the care packs are being donated more readily which is encouraging.</p> <p>There is a need to have our process for dealing with difficult situations / people in prominent places for people to access and know what to do if necessary.</p> <p>We have been doing this ministry now for a year with wonderful success.</p> <p>The email to contact Anne for Outreach is:</p> <p>annemalaby23@outlook</p> <p>Please accept the acknowledgement for yourselves and your team for the job/gift that you are offering others.</p>	
--	--	---	--

		<p>Hospitality</p> <p>Meeting held with Irene. There is a core team now.</p> <p>Minutes of meeting (Irene) A quick catchup from our first meeting on Monday 1st September, (where I honestly didn't take many notes), so if any errors please let me know. Fr Pierre spoke briefly on Hospitality, and what it includes ie Greeting morning teas, church cleaning plus + and the need for more help in so many areas. I have been in touch with Leslie who is going to give me a list of names of those involved, plus all the areas that are, or need cleaning every 2 weeks. Fr Pierre spoke also on St Patrick's Care, the need for teams, for Grief, Transportation, Emergency meals, Gardening plus others, ...I gave out information which is helpful in building St Patrick's Care. Joe mentioned about getting students from BCC involved, but at the moment we are looking at possibly inviting them to join re: music, so no overload!!</p> <p>How can we improve with the morning teas? So many areas need help, renewing etc.</p>	
--	--	---	--

		<p>Welcoming bag! Suggestions as what to put in that would be helpful: Welcoming letter, Mass times. St Patrick's prayer card, List of Groups/Ministries, rosary. I have been in touch with Julie in the office, and she is going to print out lists of all ministries and groups.</p> <p>OUR NEXT MEETING: Saturday 20th September at 2.00 in the hall after the 'free lunch "</p> <p>Cleaning has been addressed.</p> <p>St Patrick's Care – to assist with emergency meals, transportation, visitation, gardening. Next step is to work on the process and then it will go out to the Parish to ask for helpers.</p>	
Subcommittees		<p>Planning Committees</p> <p>Season of Creation Sept 1 – Oct 4 Dedicated to Sustainability in the Bunbury Parish. Invitation given out by Dave for a workshop being held 22nd September 2025 at St Boniface. This is not a Prish initiative.</p>	

		<p>Helen and Liz to work on something to assist with Season of Creation in the upcoming masses/bulletin.</p> <p>Feast of Christ the King Parish Mass. Parish Picnic afterwards? We will defer discussion on this until next meeting.</p> <p>All Souls Day – 31 October. Blessing of Columbarium and Memorial Wall 1st November after the 8am mass.</p>	
<p>Reports: Finance Safeguarding Schools</p>		<p><i>Finance report – We have the annual report.</i></p> <p><i>Meeting being held with Fr Pierre and the PFC regarding expenses in the Parish for ongoing concerns.</i></p> <p><i>We will examine the skills and services that are possessed by the Parish and see if they are able to assist with ongoing maintenance and repairs.</i></p> <p><i>Safeguarding report - to be forwarded by Helenmary. Speakers this week at all masses (Hayley Williams new Diocesan contact). Need to get posters created with contact details and make them readily available in the Cathedral.</i></p>	<p>Send to ppc.secretary@bunburyparish.org</p>

		<i>Speaking at masses this weekend - Gelorup and SJOGH – Ruth Dunne Saturday Vigil – Doreen Wijekoon Sunday 8am – Helenmary Sykes Sunday 10am and 6pm – Alexis Woolhead</i> <i>BCC report -tabled St Joseph's report - tabled St Mary's report - tabled</i>	
Prayer		Fr Pierre	
Meeting Closed		7.33pm	
Upcoming Executive Meeting		1st October @ 5pm Parish Boardroom	
Upcoming Council Meeting		Wednesday 8 th October @ 6pm Parish Hall	