



BUNBURY PARISH PASTORAL COUNCIL MEETING

Bunbury Parish Hall 6pm Wednesday 12 August 2026 MINUTES

Bishop George Kolodziej Ex Officio		Simon Jones BCC Representative	P	Shylet Benhura Elected Member	A
Father Pierre Repuyan Ex Officio	P	Carla Kay St Mary's Representative	P	Helenmary Sykes Elected Member Safeguarding Officer	P
Father Nathan Barrie Ex Officio	P	Joffy Joseph Syro-Malabar Representative	A	Bruddie Paypon Elected Member	A
Father Joel Villanueva OSJ Ex Officio	P	Stephen Hinton Leader Formation	P	Tawanda Benhura Elected Member	A
Brian Castieau PFC Ex Officio	P	Anne Mallaby Co-Leader Outreach	P	Helen Brown Elected Member Co-Leader Worship Chairperson	P
Liz Lomax St Joseph's Representative Co-Leader Worship Deputy Chair Secretary	P	Ryan Mallaby Co-Leader Outreach	A	Chris De Freitas Leader Hospitality	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

Meeting Protocols

- Be punctual**
Being on time for meetings shows respect for the task at hand and courtesy to the rest of the meeting attendees.
- 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.
- Actively listen and participate with an open heart and mind**
- 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.

PARISH PASTORAL PLAN

□ WORSHIP

Priority: Centrality of the Eucharist

The following matters need to be attended to prior to adopting a worship pastoral plan action: [1] the Cathedral sound system, [2] the proposal to install audio-visual devise. It is imperative that the Bishop of Bunbury's views are sought prior to any planned action. In consideration thereof, the worship committee will initiate opportunities for priests and church ministers to undergo training in the area of public speaking.

Priority: Welcoming and Joyful Liturgy

The worship committee will facilitate the introduction of a Mass Commentator who will [1] greet, welcome and introduce the Mass to the congregation by way of introducing the assigned Scripture Readings, and [2] will take on the reading of the Prayer of the Faithful.

□ FORMATION

Priority: Expanding Formation and Outreach Through Social Media Engagement

The formation committee will work with the parish in upgrading our parish website which will be the primary platform to undertake the delivery of formation to parishioners and those beyond our church pews. Other platforms such as Facebook, Instagram, etc. will be considered consequently. The formation committee will assist with content writers for the website upgrading.

Priority: Creative and Compassionate Evangelisation Through Leadership Formation

The formation committee will engage with Bishop George Kolodziej SDS DD in considering a parish renewal, with the view and hope of training church leaders and the general congregation to be evangelisers.

□ OUTREACH

Priority: Strengthening and Expanding Outreach Ministries

The outreach committee will continue delivering its 'free lunch' outreach to people who are experiencing homelessness. This involves going out into the streets and places in the community where they have found their homes.

In addition to the first Saturday of the month 'free lunch,' the outreach will be expanded by including the third Saturday of the month as well. Other outreach commitments will be considered subsequently, such as, people suffering from substance abuse, people experiencing domestic violence, mental health concerns, and many others social issues.

Priority: Enhancing Communication and Parish-Wide Involvement in Outreach

The outreach committee will produce flyers to inform the people about the parish outreach and how they are able to help. The outreach committee will also endeavour to place information items regarding parish outreach in the parish bulletin.

□ HOSPITALITY

Priority: Identifying and Empowering the Spiritual Charism of Hospitality

The hospitality committee will focus on renewing the greeting ministry in the parish. It will engage with resource persons for this endeavour. The primary task at this stage is forming a hospitality committee. For this to be realised, a community campaign will be undertaken seeking parishioners who may be interested in being Mass greeters. Further, seeking membership on the hospitality committee is being prioritised.

Priority: Expanding and Structuring Hospitality Initiatives

The hospitality ministry commits to establishing the St. Patrick's Care providing the following areas of hospitality: transportation, emergency meals (in conjunction with the outreach committee), gardening, home visitation (in conjunction with the Extraordinary Ministers of the Holy Eucharist), and grief accompaniment.

Correspondence In	Date Received	Action	Correspondence Out	Date Sent
Brian Casteiau-Wayne Osborn	29/7/26	Inform PPC Await report from Osborn Audio		

Item	Time	Details	Person Responsible Action Timeframe
Welcome & Acknowledgement of Country	1 min	Helen	
Apologies			
Prayer		Prayer led by Brian Castieau	Prayer to be led by Helen Mary
Minutes of previous meeting		Consider the accuracy of the minutes. Motion: That the minutes of the 22 July meeting be accepted.	Minutes accepted by Helen Mary
Pastoral Matters	Father Pierre	1. Prayers for parishioners who have recently passed and those who are dying. 2. Diocesan Assembly - Good representation from the PPC. 3. RCIC, RCIA, After School Sacramental Programs all running well.	

		4. Free lunch (homeless) will be extending to weekly from September.	
General Business Is this a PPC issue? Can the PPC bring about change?		1. Final decision on the implementation of commentary prior to commencement of Mass – feedback from parishioners considered as well as discussion from last PPC meeting. We will use opportunities in the bulletin to explain why we do things in the Mass. Formation is important. Commentaries will cease – unanimous decision. Commencing weekend of the 22nd/23rd August. We will work with the Parish Office to determine who reads what with the new set up. A statement to be written for the bulletin. Thank you to the parishioners for their feedback. 2. Feedback from Diocesan Assembly Helen Brown, Liz Lomax, Ryan Mallaby and Stephen Hinton	

		Overall thoughts of the event: Impressive, seriousness of the issues and discussions, overwhelming positivity that came out of it, cooperation. There appeared to be a willingness to move forward thoughtfully (this was good to see), involvement of the youth that were there showed a degree of maturity of their faith. The Synodal group will come together again to prepare a way forward to the 2nd General Assembly next year in May. 3. Thank you to Liz and Helen for organising the Mass for the Solemnity of St Mary of the Cross MacKillop representing the PPC 4. Children's Liturgy Have had a couple of resignations. With no assistants it cannot run. We will intensify the recruitment of new catechists and look for ways to invite people to be catechists.	
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		Parish to contact Carla Kay from St Mary's who has offered to assist with Children's Liturgy. We will also send out information to staff and students at our Catholic schools to seek assistance. 5. Planning Creation Month - September Sustainability Weekend over the 4th October – asking for someone to coordinate a display? Feast of Christ the King to be held at Cathedral – how will this event look this year? Will be discussed in greater detail at a later date.	
Stewardship Pillars		Worship (Helen Brown, Liz Lomax, Fr Pierre Repuyan) 1. Update - Sound System Email received 29.7.2026. Full audio system audit done - no modifications made as did not have the necessary	

		passwords. The system is very well calibrated and no adjustments needed to be made. The measurements in terms of frequency response tuning were very smooth. Report to follow. Projectors – Totally Sound email sent from Dave Rayner I have attached a photo mock where there is potential for 4 x 3m x 3m fine pitch LED screens. Could you confirm this is the solution you are looking for?  • Could you detail the functionality you require from the system • How do you currently manage vision? • Are you familiar with any playback systems that you would prefer? • How do you plan to operate the new system? It would need an operator; do you have an "inhouse tech" I could speak with? • Do you have any house trades that are familiar with the venue we would	
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		need a carpenter and electrician To install the screen we may need to drive machinery onto the floor is there a load limit to this? Discussed looking at getting trained lectors to assist for Funerals – St Pat’s grief may be able to assist with this?? We will look at exploring this option.	
		Formation (Fr Joel Villanueva OSJ, Stephen Hinton) Update re website Parish Facebook page	
		Outreach (Ryan and Anne Mallaby, Fr Nathan Barrie) Anne: 7/9/2024 commenced the first lunches. As of the beginning of September 2026 it will become a weekly lunch. This will be advertised. 41 people attended last luncheon physically. However, we are supplying so many more meals. We will also use this as an opportunity to reach out to businesses to assist with donations of food etc. Fundraising opportunities to raise money to assist with the cost of the meals. Looking for ways to generate extra funds for the luncheons. Notice for school	

		newsletters to be provided promoting donations etc. Hospitality Pillar (Seminarian Chris De Freitas) St Pat's Care will be commissioned next Sunday at the 8am Mass.	
Subcommittees			
Reports: Finance Safeguarding Schools		<i>Finance report – Safeguarding report - Sound consultant coming this Monday.</i> <i>BCC report – St Joseph's report – St Mary's Report -</i>	Send to ppc.secretary@bunburyparish.org
Prayer			
Meeting Closed		7.30pm	

Upcoming Executive Meeting		2 September Wednesday	
Upcoming Council Meeting		9 September Wednesday	