



# BUNBURY PARISH PASTORAL COUNCIL MEETING

## Bunbury Parish Hall 6pm

### Wednesday 12th February, 2025

## MINUTES

		BCC Representative Ben Priest Co-opted	A	? Worship Pillar Representative	
Fr. Pierre Repuyan Dean of the Cathedral Ex Officio	P	Chairperson St Mary's Representative Helen Brown	P	Outreach Pillar Representative Ryan Mallaby	P
Fr. Jayan Johnson HGN Associate Priest Ex Officio	P	Liz Lomax Secretary / St Joseph's Representative Co-opted	P	Outreach Pillar Representative Anne Mallaby	P
Fr. Victor Lobo Associate Priest Ex Officio	P	Ralou Millan	A	Irene Rodgers Representative Hospitality Pillar	P
PFC Brian Castieau Ex Officio	P	Helen Mary Sykes Safeguarding Officer	P	Youth Representative Ronaldo Maiolo	P
		Matthew Monisse Vice- Chairperson	P	Formation Pillar Representative Dave Maguire	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  
Matthew Monisse  
Liz Lomax

#### 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
Email Brendan Hon – New parishioner	Feb 2	Needs to be followed up	Email sent to Brendan	2 Feb

Item	Time	Details	Person Responsible Action Timeframe
<b>Welcome</b>	1mins	Helen	
<b>Apologies</b>			
<b>Prayer</b>		Prayer led by Liz Lomax	Prayer to be led by Matthew Monisse at next PPC Meeting.
<b>Minutes of previous meeting</b>		<b>Consider the accuracy of the minutes.</b>  Motion: That the minutes of the meeting on 13 November be accepted.	Minutes accepted by Helen-Mary
<b>Pastoral Matters</b>		<b>Parish Pastoral Planning –</b> Check PPC availability for a day of discernment on the 8 <sup>th</sup> March  Committee have met and addressed how to move forward with the Parish Pastoral Planning. Results of the survey have been collated.  The materials presented to the PPC will include the PPC	

	<p>Handbook and Statutes, Bunbury Parish Profile (National Centre for Pastoral Research – NCPR / ACBC), the Parish Synodal Consultation Data and the Parish Social Survey. Proposed to gather 8<sup>th</sup> March to reflect on these documents and the data presented to establish and plan moving forward for the Parish and important matters to be considered/priorities (in relation to the 4 Pillars of the Parish).</p> <p>Our aim is to create a vision for our Parish moving forward as a Parish for the next 2-3 years. Time:10.00am - 3.00pm</p> <p>2<sup>nd</sup> Date – 29<sup>th</sup> March 10.00am - 3.00pm</p> <p><b>Worship Committee</b> – Someone is needed to coordinate and lead this pillar.</p> <p><b>RCIA</b> – 3 or 4 this year. Tomorrow candidates commence their journey. Two batches at the moment 2025 and 2026.</p> <p><b>Sacramental Program</b> This year the parish is working more closely with our schools. Enrolment Mass for Reconciliation to take place this weekend. There are 15 participants for the after-school program. First lesson for the parish will begin tomorrow.</p>	
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**Administration of the Dardanup Parish**

Bunbury Parish is providing support to the Dardanup Parish and Our Lady of Lourdes. Fr Victor is looking after the sacramental life of the parish, with assistance from Fr Pierre. Fr Pierre and Fr Victor are both looking after the general pastoral life of the parish.

**Rite of Election 1<sup>st</sup> Sunday of Lent - March 9**

Archbishop Timothy Costelloe will be presiding over the Mass. Thanksgiving to Archbishop for being our Apostolic Administrator. Cross from the Cathedral to be given to Archbishop as a token of appreciation. We will have morning tea after this celebration to show our appreciation for his guidance and support. \$250 has been contributed by the Diocese to assist the parish organize the morning tea. Parish office to order a cake.

**Episcopal Ordination – 19<sup>th</sup> March**

Nominating who will attend from our parish. Invitation list – PPC/PFC Chairpersons plus invitees.

Bunbury: 60

Helen Brown, Brian Castieau are already on the list of invitees as PPC and PFC Chairs.

We have looked at the many groups within our parish and

		<p>have nominated people to be invited – this is still to be confirmed.</p> <p>We have been asked to direct people who may attend without an invite to an alternative venue to watch live stream event. Fr Pierre to approach BCC as a venue.</p> <p>Suggested RSL or William Barrett Meeting Room and Anglican Church Meeting Room - however this would probably incur a cost so we will initiate contact with BCC.</p> <p>There will be a need to advertise in Parishes that it is a ticketed event and people will not be allowed in without an invite.</p> <p>Flowers – Bishop elect has asked for quality and quantity of native flowers – a quote has been accepted. The Diocese has asked if the PPC would commit to a monetary donation as they will be benefiting from the flowers. This motion has not been accepted.</p> <p><b>Parish Celebration Mass for our new Bishop</b> – Sunday after his episcopal ordination, 23<sup>rd</sup> March. Thanksgiving and welcome morning tea in the Parish Hall will be held after the 10am mass.</p>	
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	<p><b>No Pets</b> – A sign will be created to inform parishioners that only support dogs are allowed. No pets.</p> <p><b>Air conditioning</b> – Congregation are asked to please be seated inside the glass door area. It has been suggested we need a ‘warden’ to coordinate the use of the air conditioning.</p> <p>Main doors have not been getting closed. All air conditioners need to be on and the doors closed for the system to work effectively. We cannot just turn the air conditioner on on a Sunday and expect for it to work efficiently.</p> <p><b>Need to see how the PPC and PFC can work more closely together.</b> Full report to PPC at the End of Financial Year (detailed).</p> <p>Consider: How do we operate and how can we make this more effective? How do we work together to achieve what has been planned, the sentiments of the people?</p> <p>People have indicated that there needs to be more transparency.</p> <p>Can the PFC provide a list of what has been completed, what is being done in the Parish on a monthly/quarterly basis? Brian has said that ‘yes’ this can be done.</p>	
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		<p><b>Called and Gifted</b> – is there anyone on the PPC that would like to be the person to coordinate this initiative and get it up and running?</p> <p><b>Use of hymn books, paper handouts.</b> It has been suggested that the Parish go back to using the As One Voice Hymn Books and the Blue Books in line with our Parish Sustainability Plan (“being good stewards of the earth”) by reducing paper usage. Helen to write to choirs to inform. This will take effect after Easter Sunday.</p>	
<b>General Business</b>		<p><b>Yearly Planner with Important/key dates</b> for forward planning and organisation - Trying to get this done ASAP to assist with planning of events etc.</p> <p><b>St Patrick's Day</b> – Sunday 16<sup>th</sup> Morning Tea after 8.00am Mass 10.00am Prayer to St Patrick. In future it will be the Sunday before the actual Feast Day.</p> <p><b>Screens for the Cathedral</b> – Mark Gelmi is coming to the Cathedral 8.00am tomorrow morning to look at what the needs of the church are regarding establishing</p>	

		<p>screens/use of TVs etc to project words/information to the congregation. He is looking to provide a quote and make recommendations etc. Dave can be present to assist with this.</p>	
<p><b>Stewardship Pillar Items for consideration</b>  Is this a PPC issue?  Can the PPC bring about change?  Is the PPC willing to discuss at a future PPC Meeting?</p>		<p><b>Worship</b>  Hoping to have someone take on the leadership of this pillar</p>	
		<p><b>Formation</b>  Nil</p>	



	<p><b>Outreach</b></p> <p>21 attended in January. Suggested we look at forming multiple teams to assist with this.</p> <p>Will it remain at once per month?</p> <p>There are 30 volunteers at present.</p> <p>Keep up the great work and in the near future assess where things are at, and how we continue to move forward. We are making a positive difference to the community.</p> <p>Liz to send through sample letter to Fr Pierre for donation from schools.</p>	
	<p><b>Hospitality</b></p> <p>Sorry to say Adrian and Lesley (Seale,) have to pull out due to sickness, also Rita Piparo due to other commitments, that leaves myself and Churchill Abrio.</p> <p>We had tentatively arranged for Marietta Russo (Catholic Care) in Perth to visit us and share what is happening in that area, giving us, help, ideas etc.</p> <p>I have spoken with Marietta, and she is coming down for a 'chat' , at the end of this month, meeting up with Fr Pierre, Fr Victor and myself...from this we</p>	

		will slowly look at moving forward, and in the meantime look at others to come on board and join us.	
<b>Subcommittees</b>			
<b>Reports: Finance Safeguarding Schools</b>		<p><b>Finance:</b> Recruiting Administration Officer for Tuesday - Friday.</p> <p>Budget is ahead of target as at 31 December 2024 Unexpected cost approx \$35,000 to connect cottage to mains sewerage.</p> <p>Sunday Mass head count 716 (up from 646 in 2023)</p> <p>Ongoing maintenance of various building being done</p> <p><b>Safeguarding:</b> Kath to stand down from PPC as there is no need for two Safeguarding Representatives on the PPC – resignation has been accepted, and we thank her for her time and dedication to the Parish Council. She is still a Safeguarding Officer and part of the Bell Ringing Group.</p>	Send to <a href="mailto:ppc.secretary@bunburyparish.org">ppc.secretary@bunburyparish.org</a>

		Meeting soon with John Ogilvie to look at things to do moving forward as a group. Officers are active – they can be contacted. Pauline has resigned.	
<b>Prayer</b>		Fr Jay	
<b>Meeting Closed</b>		7.40pm	
<b>Upcoming Executive Meeting</b>		5 March @5pm	
<b>Upcoming Council Meeting</b>		12 March @6pm	