

Catholic Parish of Wellington South Parish Pastoral Council (PPC) Meeting

6.30pm Tuesday 22 November 2016
at St Anne's, Newtown

Ko tātou tetahi hāpori o ngā ākonga harikoa, e whakatupu ngātahi ana, e ruia ana te karere o Hēhu Karaiti
We are a community of joyful disciples growing together and sharing Christ's message

In attendance

Lesley Hooper, Fr David Dowling, Deirdre Hanlon, John Whiting, Fr Dennis Nacorda, Joy Andersen, Penny Holden, Joe Green

Apologies

Stephen Neal, Doreen O'Sullivan

1. **Prayer/reflection** - Fr Dennis Nacorda led the prayer/reflection to begin the meeting.

3. **Minutes of meetings**
 - 3.1 minutes of the PPC meeting held on 23 August 2016 were approved.
 - 3.2 Minutes of the PPC meeting held on 25 October 2016 were approved.

4. **Matters Arising**
See Action Status at end of Minutes

5. **Agenda Items**
It was accepted that there was not enough time to give appropriate consideration to all agenda items at this meeting and a further meeting needed to be arranged.
 - Establishing a recommendation of new Mass times to take to our communities was a priority.
 - In light of the recent severe earthquake experienced in the region, a report on the status of church buildings and emergency procedures was also seen as important

6. **Update from Parish Leadership Team – Joe Green**
 - 6.1 Currently St Joseph's carpark is being used by parent who drop off and pick up children at St Mark's Schools. Some safety concerns have been raised and Joe is in discussion with the school to resolved matters.
 - 6.2 A venue is being sought that is big enough to hold a whole of Parish Mass to celebrate the first anniversary of the establishment of the Catholic Parish of Wellington South.
 - 6.3 Mass times for Christmas are being finalised, noting that Christmas Day is on a Sunday.
 - 6.4 RCIA Information evening is being planned for 6 December in St Anne's Hall

7. **Earthquake situation in Wellington South**
 - 7.1 Fr David spoke to the report that had been prepared for inclusion in the newsletter. At the time of the meeting verbal reports only, had been received from structural engineers. The visual inspection of the churches that are labelled earthquake prone, i.e. St Bernard's and St Francis de Sales, did not show any apparent damage. A written report is expected in time for information to be included in the newsletter. (Newsletter item attached)

- 7.2 Recent events have highlighted the need for regular Health and Safety announcements at Mass times in addition to a disaster response plan for the Parish. Joe will write something for the PPC to consider.
- 7.3 It is a management process to implement policy that has been established.
- 7.4 The Archdiocese Administration Office is also a resource for support and information.
- 7.5 The earthquake also highlighted the importance of communication strategies and identifying channels of communication. The need for clarity in this area will be looked at as part of the Stewardship planning.
- 7.6 Because of the earthquake First Holy Communion Masses scheduled for St Francis de Sales and St Bernard' were relocated to other venues. The Vigil Masses went ahead as usual. The question became: In the event of a significant earthquake should the churches' be closed to all until a safety check has been carried out. This was seen to be part of an emergency preparedness policy.

8. **Mass Times**

- 8.1 The importance of considering new mass time from a whole Parish perspective was reiterated.
- 8.2 Reporting back from the well attended Parish workshop to consider Mass times from Deirdre:
- Everyone is facing change--we will not be able to give everyone the combination of Mass time and place they prefer.
 - There will be one vigil Mass and one Sunday evening Mass. A staggered set of times is preferred for Sunday mornings. Some discussion was held on how to allocate times to church communities.
 - At the end of the workshop the Council was mandated to come to final recommendations at the 22 November meeting.
 - Themes of inclusion and community were discussed over the course of the workshop. Some time was also spent thinking about what our Parish will look like in 5 to 6 years time.
 - A follow up workshop is proposed for early 2017 to continue thinking about the future for our Parish and so begin defining our strategic Parish Pastoral Plan.
- 8.3 Wide ranging discussion followed including the importance at this time, of having Sunday Masses in each community.
- It was clarified that the First Language Masses held within the Parish are Chaplaincy Masses with priests from the Diocese as Celebrants.
 - Proposed that a Vigil Mass at 6pm be scheduled at SFDS on the 1st and 3rd Sunday of the month (plus when there is a 5th Sunday) and StB's on the 2nd and 4th Sunday. The calendar to be specific about which church it is each Sunday.
 - Proposed to allow 2 hours between Masses where possible however it was felt that 11am was too late for a morning Mass.
 - Proposed: Priest (A) 8:30am at St Anne's plus 10:30 at St Bernard's
Priest (B) 9:00am at St Joseph's plus 10:30 at St Francis de Sales
 - At this stage the scheduled meeting time was passed and most people felt that they 'could live with' what had been proposed.

9. **General Business**

The PPC received an urgent request for a letter of support for refugee family seeking a guarantee of accommodation if needed. This is inline with an ongoing commitment and house currently being used for short term housing could be made available. Leslie to write the letter.

The meeting closed 8:50pm

Update on Our Parish Buildings

All of our Churches and Parish buildings were checked between Monday 14th and Thursday 17th November after the major earthquake and aftershocks of Monday 14th. They have not suffered any structural damage. Buildings were checked by Parish staff with the exception of St Francis de Sales Church which has previously been classified by the Council as significantly earthquake prone. Consequently, St Francis de Sales was assessed by a firm of structural engineers. They have concluded the Church has not suffered any damage as a result of the earthquake, and can continue to be used.

A retaining wall failed near the Island Bay presbytery causing part of a bank to collapse and bring down power lines. We are working on urgent remedial action to prevent more of the bank collapsing and seeking quotes for the retaining wall work.

A rental property which the parish owns in Mount Victoria suffered some minor damage when a brick chimney fell to the ground as a result of the earthquake.

A brick garage owned by the Parish in Mount Victoria suffered some minor damage as a result of the earthquake. Also, Catholic Social Services has suffered some minor damage to the office premises they rent from the Parish.

We have insurance cover for this damage and we are working through the insurance process.

Some of the learnings from the recent earthquake were discussed at the Parish Pastoral Council meeting on Tuesday night. We need to:

- develop a disaster recovery plan and set up a small crisis management team, so we can cope better with any future events.
- improve communication to parishioners.
- take a conservative approach to closing church and other Parish buildings, should a significant earthquake occur, until they are checked for structural damage.
- have more frequent health and safety messages at Mass about how to respond to an incident like an earthquake if it occurs during Mass.

As a precaution, First Holy Communion Masses at St Bernard's and St Francis de Sales were relocated to other venues last weekend.

Earthquake Strengthening Initiatives

The Parish Finance Committee has a number of initiatives underway. First, in respect of St Bernard's Church this has been previously assessed as 39% NBS, but the WCC considers it below 33% of the New Building Standard (NBS) and has yellow stickered the Church. The Committee has been progressing a proposal to earthquake strengthen the Church to over 67 % NBS. The estimated cost of the work is around \$17,000 – \$20,000. No fundraising is needed as a bequest has been left to the Parish specifically for the purpose of improving the Church. We have been working on getting WCC approval for our strengthening proposal. Once this is received we will get a finalised building quote and the approval of the Cardinal.

St Francis de Sales Church has been assessed as 21% NBS, and the steeple has been assessed at 16% NBS. The WCC has yellow stickered the Church. It is estimated it will cost approximately \$650,000 to bring the Church up to 100% NBS, and a further \$550,000 to make necessary changes to the Church to improve its functionality. This is a big project for the Parish and the fundraising will take some time. To date \$250,000 has been raised, and discussions are ongoing with possible major benefactors who are interested in contributing to the project. The Parish has approval from the Archbishop to fundraise, but approval for the project to proceed has not been given at this stage. The project will be considered by the Parish Pastoral Council and Finance Committee as part of a strategic review of all our Churches and Parish buildings required for the future.

Finally, the most recent assessment for St Anne's Hall is 38% NBS. It is not clear yet how much it will cost to strengthen the hall to over 67% NBS. The Parish is required by the Archdiocese to strengthen the hall to this standard. The Archdiocese has also recommended that we have the hall reassessed as the actual NBS is likely to be higher than 38%. This is a work in progress.

No other buildings in the Parish need earthquake strengthening work.

Actions 27th September 2016

No.	Agenda item	Who	What	By when	Status
	3.1	Deirdre	Amended minutes of the August meeting to be circulated	22 Nov	Minutes approved
	4.1	Chair	Clarifying consensus as an agenda item at a forthcoming meeting		ongoing
	4.2	Joe Green Fr David	Requirements of groups hiring church halls and guidelines to be clarified. Coordination with Sat. Stall holders		ongoing
	4.3		Stewardship Day planning is required during September and October.		Agenda item for next meeting
	4.4	Lesley	Seek advice regarding how minutes are required to be kept.		ongoing
	7.2		A volunteer from the PPC to be a member of the Planned Giving planning group.		John Whiting volunteered
		Chair	Council Building - Process for appointing new members for 2017 - strategy to establish subcommittees for each area of work of the PPC		ongoing

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		Lesley	Seek advice regarding how minutes are required to be kept.		ongoing
			Council Building - Process for appointing new members for 2017 - subcommittees		Ongoing
	7.2	Joe Green	disaster response plan for the Parish		