

## MINUTES OF CHRIST THE KING QUEENSWOOD PARISH PASTORAL COUNCIL (CTKQWPC) MEETING

**Date:** Wednesday 05 February 2020

**Time:** 18h30 – 20h30

**Venue:** Denis Adami Centre

<b>SECTION A: OPENING (15 minutes)</b>			
Item No	Discussion topic	Discussion	Decision
A.1	Opening Prayer	The meeting opened with a prayer by Fr Thabiso	
A.2	Role of PPC and ground rules of meetings	<p>The chairperson welcomed everyone to the first meeting of 2020. He invited Fr Thabiso to make some opening remarks.</p> <p>Fr started his opening remarks by quoting from John 17: 20 -21</p> <p>His main focus was to highlight the fact that we need to work together as a united force. We are a community that must be united. He further noted that all structures in the church must prescribe to unity. Unity must be at the centre of our work. He appealed to all to ensure that unity is core to what we are doing.</p> <p>Fr then addressed the meeting conduct. He specified that we must be frank in our meetings and not resort to keeping quiet in the meeting and going outside of the meeting to complain to others about issues that they were not happy with. He noted that this would destabilise the unity that we are trying to foster. As the leadership of the church we need to be united around the priest to serve the people of God. The parish must see the leadership as a collective.</p> <p>He reinforced the fact that resolutions taken at the meeting must be adhered to.</p> <p>He invited anyone that feels that they are not able to adhere to these prescripts to share their views at the meeting. The parish must be confident in the leadership.</p> <p>He appealed to the members that they need to be prudent in their engagement with one another as well as the rest of the parish.</p>	<p>The chairperson would email the summary of key elements in King IV report to members.</p> <p>The parish plan would be finalised at a meeting on Saturday 29 February 2020.</p>

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		<p>We must be governed by this as we move forward.</p> <p>He closed his opening remarks by highlighting that as the Church of Christ, we need to work together to ensure that we provide a united front and provide the leadership that the church requires.</p> <p><b>Chairperson</b></p> <p>The chairperson added that he had agreed that he would be the chairperson as long as it did not interfere with his life in the parish. He noted that the PPC is not a financial institution but that it is a community-based organisation.</p> <p>He further emphasised that his family has been under attack since the last meeting. People who were not happy with the manner in which he chaired the meeting, complained to his wife. He appealed to the members to respect his family and make sure that they confront him, in the meeting, and not outside.</p> <p>He reflected on the information provided in the reports, and indicated that they are not enough to make decisions. He gave a quick summary of some of the key elements that he is addressing at the moment from the King IV report on governance. He promised to email the summary to members.</p> <p>He indicated that we will be meeting in the next three weeks to finalise the plan for the parish.</p>	
A.3	Attendance	The attendance register was signed by everyone present at the meeting.	
A.4	Adoption of Agenda	The agenda was adopted by Sheila Houghton and seconded by Debbie Bosman.	
A.5	Approval of minutes of previous meeting <b>Annexure 1</b>	<p>Amendments to the minutes of the previous meeting:</p> <ul style="list-style-type: none"> <li>• Contact with Emendy was to be done by Matthew Hoods and not Celeste Coetzer.</li> <li>• Edgar, Carol and Celine were present at the meeting and must be reflected.</li> <li>• The apology from Debbie Bosman must be noted as such.</li> </ul>	Amendments to be made to the minutes of the previous meeting by the Secretary.

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		<ul style="list-style-type: none"> <li>The discussion on the questioning of the Outreach programme should be reflected in the minutes.</li> </ul> <p>The minutes were approved by Edgar Peters and seconded by Goretti de Souza.</p>	
A.6	Matters arising from the minutes  <b>Annexure 2</b>	There were a number of actions that were not done since the last meeting. All members were requested to indicate both their availability as well as their contribution for the Bring and Share to be held on 08 February 2020.	Chairperson to finalise the actions before the next meeting. Carol would finalise the details for the Bring and Share.
<b>SECTION B: REPORTS ON MEETINGS/WORKSHOPS/RETREATS ATTENDED (15 minutes)</b>			
B.1	Eastern Deanery Workshop on 25 January 2020  <b>Annexure 3</b>	The report on the EDPC workshop held on 25 January 2020 was distributed before the meeting. The secretary did a PowerPoint presentation with an overview of the workshop. She demonstrated the alignment between the aspirations of individuals with the parishes and the deanery, leading up to the Archdiocese. Unity featured strongly at all levels.	The secretary was requested to circulate the Pastoral Plan to everyone.
B.2	Any other meeting / workshop / retreat	No other workshops were attended.	
<b>SECTION C: PARISH REPORTS (15 minutes)</b>			
C.1	Reports received	<p><b>Liturgy:</b> It was reported that the Liturgy Committee will organise specific workshops for each of the ministries.</p> <p><b>Clergy:</b> A special Holy Week programme would be finalised.</p> <p><b>Finance:</b> The chairperson of the Finance committee, Goretti, reported that the budget for 2020 was R,9 million, which means that approximately R166, 000.00 is required every month. The chairperson of the PPC requested the chairperson of the Finance Committee to check on the projected shortfall of R250 000.00 that was reported at the</p>	<p>Goretti to circulate the budget to all members.</p> <p>Dates for the events to form part of the Social Committee's calendar.</p> <p>The control of the money from the committees must be reflected and closely monitored.</p> <p>Budget to reflect the</p>

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		<p>last Finance Committee meeting.</p> <p>The meeting discussed the possibility of having at least 4 big events e.g. International Food Fair, Golf Day in order to get the community involved but also as an attempt to reduce the shortfall.</p> <p>The discussion on the budget for the flowers will form part of the Liturgy Committee who intend having a focus area for Worship Environment.</p>	priorities of the parish.
C.1.1	<p>Reporting template</p> <p><b>Annexure 4</b></p>	<p>The reporting template was circulated before the meeting.</p> <p>The meeting was requested to provide feedback on the template before the planning workshop.</p>	All committees to discuss the template in their meeting and provide feedback for the planning workshop.
<b>SECTION D: NEW MATTERS FOR DISCUSSION (60 minutes)</b>			
D.1	<p>PPC Planning session (29 February 2020)</p> <p><i>WHO ARE WE?</i></p> <p><b>Annexure 5</b></p>	<p>The secretary provided an overview of the PPC Planning session which focusses on the alignment with the Southern African Catholic Bishops Conference (SACBC) Pastoral Plan.</p> <p>It was agreed that each committee would meet before the planning session to discuss the implications of the Pastoral Plan on their plans.</p>	A directive to be circulated for all committees before the planning session.
D.2	<p>Schedule of meetings</p> <p><b>Annexure 6</b></p>	The proposed schedule of meetings was circulated. The meeting did not object to any of the dates proposed.	Each committee would provide dates for their events at the PPC Planning session.
D.3	Income and Expenditure of the parish	The report was presented earlier in the meeting as the Chairperson needed to leave.	Noted
D.4	Grievance procedure	Fr Thabiso reported that the general procedure to report any grievances is to first start with the Parish (Parish Priest and Parish Pastoral Council). If there is no progress it can then be elevated to the Dean (who in the case of the CTKQW parish is also the Parish	Fr Thabiso will make an announcement on one of the Sundays on the

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		<p>Priest) and only then to the Bishop.</p> <p>It was agreed that when there is a problem, that it needs to be written down in order to prepare for a hearing with the PPC exec.</p>	grievance issues.
D.5	Ordination of Jason	<p>Fr Thabiso reported that the Deputy Chairperson has been appointed to coordinate the activities related to the ordination of Jason. It was also reported that he would be ordained as a Deacon soon and that the parish might want to have a small celebration.</p> <p>The parish will take the lead but the event is a diocesan affair. The event is estimated to about R150, 000.00. The parish must also plan to purchase the vestments, Mass kit and some pocket money as he starts his journey as an ordained priest.</p> <p>A discussion must be organised to engage with Jason and his family.</p>	<p>The PPC must prepare a recommendation to the Archbishop on the suitability of Jason to be a priest.</p> <p>A meeting must be scheduled with Jason and his family as a matter of urgency to get their input into the event.</p> <p>The ordination of Jason to be a standing item on the PPC agenda.</p>
<b>SECTION E: CLOSURE (15 minutes)</b>			
E.1	Date of next meeting	The next meeting of the PPC is scheduled to take place on 02 April 2020.	Noted
E.2	Closing prayer	<p>After the closing prayer, Debbie requested to make an announcement. She announced that she would be retiring after serving the parish for more than 30 years. Fr. Thabiso thanked her and reminded her that she would be called on to assist in the future in order to share her knowledge and expertise.</p> <p>The meeting ended at 08h30</p>	