

Christ the King Queenswood

Parish Pastoral Council

Minutes – August 2019

1. Meeting Details

1.1 Date: 29 August 2019

1.1.1 Note that the June meeting was only held in July due to availability of President.

1.2 Time: 19h20 – 20h50

1.3 Venue: Denis Adami House

1.4 Attendees:

- Fr Thabiso Ledwaba (President)
- Fr Peter Switala
- Deacon Tony Tweehuijsen
- Sheila Houghton (Acting Vice Chair)
- Celesté Coetzer (Acting Secretary)
- Monica Basilio (representing Finance)
- Debbie Bosman
- Carol Masoek
- Albert Matlheketha
- Mona Vest
- Kevin Tobias

1.5 Apologies:

- Zoran Basich (Acting Chair)
- David Baloyi
- Gorette de Souza
- Daniella Ferreira
- Traude Rijfkoegel

1.6 Absent:

- None

2. Opening

2.1 Opening Prayer: Deacon Tony

2.2 Apologies: See 1.5

2.3 Matters Arising from Previous Minutes:

2.3.1 None

2.4 Acceptance of Previous Minutes:

2.4.1 Proposed By: Kevin Tobias.

2.4.2 Seconded By: Carol Masoek.

2.5 Minutes Signed as correct by President and Chair.

3. Chairman's Report

[Sheila on Zoran's behalf]

3.1 AGM:

3.1.1 Apologies received for Sheila and Gorette.

3.1.2 Father Peter will do a presentation on "things to guard against" – specifically "clericalism vs. laicism". It is better to do this before the open discussion. Had hoped to do this as a visual presentation but have had challenges with getting the graphics done.

- 3.1.3 The vision that will be developed based on the open discussion in the AGM is to be carried forward by the entire PPC body. The accountability for this vision sits with the PPC Chair, who needs to drive the realisation of this vision.
- 3.1.4 Hall has been booked for Saturday evening. Hall to be cleaned Sunday morning. Only really need two tables and then chairs for those attending. Will ask the group using the hall on the previous evening to leave the tables out. If there are insufficient chairs put out, people can easily collect their own from the store room.
- 3.1.5 Need a projector and screen for the presentation of the financials. Catechism projector is available for use. There is a screen against the wall.
- 3.1.6 Recommend that the PPC attend one of the weekend evening Masses or Sunday 08h00 so as to be able to assist with the setup.
- 3.1.7 Election of Office Bearers:
 - 3.1.7.1 Announcements have been made for nominations. Nominees must accept nomination and be willing to stand for election. List of nominees to be reduced to the top 3 based on number of nominations. Election is for the Chair. Nominee with 2nd highest number of votes will then be the Vice Chair.
 - 3.1.7.2 It was subsequently agreed that the list of nominees will not be reduced and all nominated will appear on the election ballots.
 - 3.1.7.3 Need to check the Constitution – it is expected that the Constitution requires elections to be held at the AGM. May need to raise the matter of holding the elections during the weekend Masses at the AGM to get agreement from the parish. For future elections, need to plan for nominations prior to the AGM.
 - 3.1.7.4 Recommendation that pictures of candidates be put up (e.g. on the notice boards) or even printed on the ballots so that parishioners know who they are voting for.
 - 3.1.7.5 Confirmed that the newly elected Chair takes office immediately after the election.
 - 3.1.7.6 PFC is supposed to be a PPC appointment but this hasn't been the practice previously. Monica will check the Constitution and confirm. Father Thabiso noted that it is most likely a PPC proposal with the actual appointments being done by the Parish Priest.

4. Pastor's Report

[Fr Thabiso] No report submitted prior to meeting.

- 4.1 Has managed to meet almost all the groups, except the Extra Ordinary Ministers of Eucharist. Hoping to have a formation program for them at the beginning of the year – need something like this at least once or twice a year, should include a retreat.
- 4.2 Arch Bishop will visit on 27 October. This coincides with the Confirmations.
- 4.3 First Holy Communion and receiving under both kinds:
 - 4.3.1 Arch Bishop has instructed that children receiving FHC should not receive under both kinds. This is due to concerns with regards alcohol exposure. There is an option to make use of a non-alcoholic wine.
 - 4.3.2 Such a restriction would only be applicable at the FHC Masses. After that, candidates would be able to receive the normal consecrated wine in normal Masses.
 - 4.3.3 Deacon Tony noted that the directive may have to do with the fact that although candidates are not forced to receive under both kinds at their FHC, they may feel obliged to do so even if they do not want to.
- 4.4 Arch Bishop has appointed Fr Thabiso to be the Dean of the Eastern Deanery and Consulter. Fr Peter is moving back shortly so can then share in some of the parish responsibilities.
- 4.5 Fr Thabiso was supposed to take his proper holidays in June / July. Instead, he will be away from 20 – 28 September (1 week only).
- 4.6 Eastern Deanery meeting went well. All parishes should be done with elections by 31 October. On 9 November there will be an induction workshop for all PPCs at Zwavelpoort.

4.7 Hopeful that the AGM will go well. Expect that some of the current PPC will be asked to serve on the new PPC.

5. Finance Report

[Monica on behalf of Goretti] No report submitted prior to meeting.

5.1 Walk through information to be presented at AGM.

5.2 New parish flat:

5.2.1 Construction of new steps complete.

5.2.2 Unable to raise targeted R 800K for the new flat next door to the main house. Only collected R 300K. Consequently decided to extend the existing flat above the garage.

5.2.3 Hope Fr Peter will move in soon. Fr Peter would prefer to wait for the renovations to be complete before moving in.

5.2.4 Council approval is outstanding. Were looking for the title deed but managed to locate it on Friday. The plans can now be drawn up and submitted. Expect the process to run quickly.

5.3 Financials look very poor. Looking for measures to assist finances. Considering retrenching a staff member. Looking at Maria – she is the eldest and close to retirement age.

5.4 With regards the misappropriated monies for the sound system, a court order has been issued for Corne, which just needs to be served.

5.5 Jason will present the financials at the AGM. After that, PPC to be available to explain to parishioners why things look the way they do. A main factor is the cost of renovations.

5.6 Need more donations for coffee. Don't want to start charging – just want to make people aware. Don't want to chase them away. Look at putting something on the board.

5.7 Need to try and get ideas and participation in fund raising. Need new ideas. Really only need two or three very good fund raisers.

5.8 Repository:

5.8.1 Karin Human is leaving end of year.

5.8.2 Gillian Coetzee is coming back and might do it.

5.9 Sceptre:

5.9.1 Theresa's daughter unable to assist due to work commitments.

5.9.2 Christopher has said he would look at it.

5.10 Kneelers:

5.10.1 Cannot get the deposit back. Have decided that we will get kneelers made to the value of that.

5.10.2 He needs a design to be able to proceed.

5.11 Solar Project:

5.11.1 Micro grid almost done.

5.11.2 Batteries outstanding.

5.11.3 Church side is almost done. Still need certificates. Now need to work on the house and the hall.

5.11.4 Unclear if there has been a significant impact on the electricity bill.

5.11.5 Were getting good interest on the money for this. Now most of the money is spent.

5.12 Fr Peter noted that there are usually people in the parish who are happy to donate specific causes.

5.13 Weekend collections are down almost R40K per month. Times are tough.

5.14 Want to get the Tithing going again after AGM. If people see at AGM that their money is being used properly, then they are more willing to give.

5.15 Need to have printouts of finances available for the AGM.

5.16 Last year people raised the matter of rails going to the alter to help people get to the alter. Fr Chris was not keen. Might come up again this year.

5.17 The cost of Catechism Confirmation Retreats and Camps has drained the Catechism funds. Part of the challenge is that two of the retreats held at the farm are not full weekend retreats and so candidates cannot be reasonably expected to pay the full weekend rates. The camp budgets have always run over

into the normal Catechism monies but this year the situation is more extreme due to the fact that all the retreats now take place at the farm. It was noted last year already that there would be insufficient Catechism funds to cover the retreat and camp costs, however, it was not specifically raised with the PFC and no provision was made for these additional costs. Due to financial pressures, the PFC is unable to provide any financial support to the Catechetical program. The Catechism budget for 2020 will need to be reworked in detail to cover the losses from 2019 and reduce the risk of losses in 2020.

6. Denis Adami Hall

[Goretti] No report received.

7. Liturgy

[Deacon Tony] No report submitted prior to the meeting.

7.1 Nothing to report.

8. Technology

[Kevin] No report submitted prior to the meeting.

8.1 Screen at the back of the church still flickers when the bells ring due to the electrical draw. Need to check if this is still an issue once the micro grid has been finalised.

8.2 Secondary (spare) headset is not communicating. It needs to be replaced. Cost is R 2,300. Previously gifted.

9. Adoration

[No Representation]

9.1 Liz resigned.

9.2 Angela is taking over full coordination but only during office hours. She has been given a dedicated cell phone for this purpose.

10. Justice and Peace

[David]

10.1 Refer to report.

11. Outreach

[Traude]

11.1 Refer to report.

12. SSVP

[Mona]

12.1 Refer to report.

12.2 Welcome Albert who will be taking over from Mona as Conference President.

13. Renew Africa

[Sheila]

13.1 There is an option to hold another Parish Mission. Sheila will share the details as this is too much to discuss in the meeting. It is a 3-day program.

14. Social Committee

[Carol]

- 14.1 Refer to report.
- 14.2 Spring Walk is scheduled for the same weekend as PPC elections (5 October).

15. Catechism

[Celeste]

- 15.1 Concern with regards cars driving into the school for Sunday Catechism. Kevin to check with Loreto if the normal school security can open the eastern gate for Catechists only and then the main gate will only be opened for pedestrians.

16. Youth

[No Representation] No report received.

- 16.1 Concern raised that there appears to be no active leadership within the Youth while Danny is away and the Youth are currently not active. This is a risk to programs such as the Catechism Confirmation Camps.
- 16.2 As Danny's time away has been extended and it is unclear as to when she will return, it was agreed that new leadership should be identified to take over.
- 16.3 Chair to notify Danny accordingly.
- 16.4 Meeting with Youth, Fr Thabiso and Chair to be scheduled so that new leadership team can be appointed. Consider secret ballot.

17. Young Adults

[Zoran] No report received.

18. General Matters

- 18.1 Kairos Prison Ministry update: Sheila has been asked to be the leader for next year and will then be advising leader following year. Discerning as it is a very big responsibility.
- 18.2 LifeLine update: Board issues have been resolved. New board after 14 September. LifeLine continues as per normal.
- 18.3 Gloriosa Community: Refer to Report.
- 18.4 Insufficient time to discuss draft Welcome Pack. To be distributed for input.

19. Closing

- 19.1 Confirmation of Next Meeting: Thursday 26 September 2019, 19h15.
 - 19.1.1 AGM: Sunday 1 September 2019, 11h30.
- 19.2 Closing Prayer: Fr Thabiso

Minutes Compiled By:	Celeste Coetzer
Signed Off By: <i>Name + Date + Signature</i>	

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