

St John the Apostle Church, Kippax and St Thomas Aquinas Church, Charnwood Joint Steering Committee

Minutes of Meeting, Wednesday March 19 2025.

1. Meeting Commenced 7:00 pm.
2. Opening Prayer and Reflection – Michael Carberry
3. Apologies: John Drury, Marian England
4. Attendance: Fr Tru, Carl Madsen, Di Bruce, Gerri Blesser, Michael Carberry, Rod Goodisson
5. Jenny McGee offered to scribe for the meeting

6. The proposed script to be read out at Masses this coming Sunday was reviewed and minor edits made. Michael C will provide all with an updated version before Sunday.

7. Di Bruce has submitted slides to Sharon to be incorporated into the mass slides at both Charnwood and Kippax. It was noted that the minor edits to the script will mean that some of the slides will have to be revised. Di recommended that all presenters talk to the person managing the slides prior to mass to ensure there is consistency between the presentation and the slide.

8. It was agreed that the information also be presented in the upcoming KIT magazine, as well as being uploaded on the websites of both Kippax & Charnwood.

9. The letter from Fr Richard Thompson (Vicar General) was reviewed. It outlined that a letter concerning the decision for both parishes to merge should be addressed to the Archbishop in the first instance, who would then refer it to the Council of Priests. It should be signed by Fr Tru.

10. It was noted that Fr Richard suggested a different name for the Parish (*Sacred Heart Parish West Belconnen*) than the one that had been decided upon by the Steering group. After some discussion the Steering group felt we should retain our original name: *West Belconnen Catholic Community*, noting it was more of an administrative title and that both mass centres would retain their current names.

11. Discussion then focused around dissolving the current Steering Group and establishing the new Transition Committee. The following points were decided on:
 - The current Steering group should be dissolved and the new Transition Committee established only after the Archbishop formally agrees to the merger of the two parishes.
 - The proposed Transition Committee should ideally include frontline office staff who have the most knowledge about the workings of the parishes and will be the most impacted by any changes that take place. However, there will be no onus of frontline staff to be involved if they do not wish to be.
 - It was also suggested that the current Chair of the combined PPC (James Nield) also be invited, but again there should be no onus on them to be involved if they do not wish to be.

12. The tasks and functions of the proposed Transition Committee were then discussed.
 - Some of the proposed tasks the Transition committee will need to become involved with are outlined below. This is not an exhaustive list and we will need to be guided by both the Archdiocese and our own frontline staff. It was also noted that wherever possible we should ask the Archdiocese to provide practical support to reduce the burden on our own frontline staff:
 - i. Establishing a common bulletin
 - ii. Establishing a common website – make use of the Archdiocesan web-site developer to set up a “shell” (or online outline) that we only have to populate.
 - iii. Combining the Finance Committees – this will need Archdiocesan support & involvement due to the complexity of bring two different systems into alignment. It will probably need a smaller subgroup working together with members of both Financial committees.
 - iv. Combining the Liturgy Committees – again this is likely to need archdiocesan support & guidance as well as direct involvement of members of both Liturgy teams.

- v. Further discussions around where the priests shall live, what is to be done with the “spare” presbytery & parish centre and will most likely take place further down the line, and possibly would be better decided on by the combined parish pastoral council.
- vi. There are a range of other practical administrative changes (e.g. using a single phone number for the parish office?) that are best known to the office staff & we would do well to involve them and listen to their advice.
- vii. Time needs to be given to developing a timeline for any proposed changes.

13. Fr Tru has organized for Daryl Moresco (a Carmelite Friar) to provide a half day discernment process on Saturday 29 March (9:00 am to 12:00 noon) in the parish centre for the Steering Group. It was decided to open the day up to the combine parish pastoral council members as well.

14. The date for the next meeting has been tentatively set for Wednesday April 23 (after Easter), pending availability of office staff / Finance Committee members & Archdiocesan Finance advisers.

15. Fr Tru also invited Steering group members to a community dinner for members of the combined PPC and Liturgy Committees on Tuesday April 22nd at 6:00 pm (Parish centre) to discuss arrangements for a combined parish celebration.

16. Roster of presenters compiled for both Mass sites:

	St John the Apostle	St Thomas Aquinas
Sat 22 Mar		
○ 5:00 pm	Di Bruce & Gerri Blesser	
○ 6:00 pm		Michael Carberry & Jenny McGee
Sun 23 Mar		
○ 8:30 am	Carl Madsen & Rod Goodisson	
○ 9:00 am		Michael Carberry & Jenny McGee
10:00 am	Jenny McGee** & Marg Hourigan	
○ 6:00 pm	Carl Madsen & Michael Carberry	

17. Final prayer led by Michael Carberry

18. ACTION ITEMS:

- Michael C. to finalise draft
- Di B. to revise dot points for slides
- Jenny M. to prepare draft for KIT
- Fr Tru to invite office staff & members of the Finance Committee to the next meeting