

# MINUTES of Our Lady of the Sacred Heart Parish Pastoral Council Meeting

held Thursday, 12 March 2026

Meeting commenced: 7:01 pm

**Present:** Fr Tru Nguyen, Br Daniel Magadia, James Nield (Chair), Margie Hourigan (Deputy Chair), Julie Lean, Matthew Garton, Michael Carberry, Peter Osborne, Skye McPadden, Stephanie Stewart.

**Apologies:** Chloe Kelly, Megan Smith, Jo Reed

## 1. Opening & Welcome – James

James welcomed all members of the OLSH Parish Pastoral Council. James also led the Council in short prayer for Megan's mother, who is entering palliative care.

## 2. Prayer and reflection – Jeremiah 29:11-13 (Stephanie)

**Volunteer for next meeting – Peter**

## 3. Review and acceptance of previous meeting minutes - 12 February 2026 – Julie. The minutes of the meeting were accepted by the PPC with no alteration.

## 4. Agenda Items

### • Standing Item 1: Safeguarding (Margie)

Margie informed the PPC that Australian Catholic Safeguarding Limited may conduct a safeguarding audit of the parish this August. In preparation, Fr. Tru and Parish Officer Sharon Greaves are developing risk assessment templates for all parish activities to ensure all requirements are met. Carl Madsen (the SJA Safeguarding Officer) and Margie will also be working on completing the risk assessments. Fr. Tru added that the parish is still continuing to evaluate options to separate the administrative and residential areas, either through renovation works within the SJA parish centre or by separating the 2 areas to the 2 different parish centres.

### • Standing Item 2: Evangelisation (all)

#### • Parish Evangelisation Strategy (Chloe)

In her absence, Chloe provided reflections on the PPC agenda, inquiring via email whether an overarching Parish Evangelisation Strategy had been developed, to assist in focussing efforts and allocating resources. Following a detailed discussion, the PPC unanimously agreed on the merits of this proposal. James will follow up with Chloe directly to communicate the PPC's support. **Action:** The PPC will begin developing an Evangelisation Strategy over the next several meetings, with James leading the process.

### • Item 3: Pastoral Needs of Parishioners following the merger (James/all)

#### • 2026 Easter Triduum Liturgical Arrangements (James)

James and several PPC members reported concerns from STA mass centre parishioners regarding the decision to hold the entire 2026 Easter Triduum at the SJA mass centre. Fr Tru clarified that liturgical norms dictate a single Triduum celebration for the OLSH parish. The SJA mass centre was selected as the sole location due to its larger capacity to accommodate the combined community. The PPC then discussed the need for increased seating, parking management and provisions for parishioners with special needs. The potential use of the STA Primary School hall for future large scale events was noted for future consideration.

### Agreed actions:

- **Communication:** Fr Tru will publish a personal note in the parish bulletin explaining the liturgical reasons for the single celebration.
- **Notification:** Clear and early signage of this change will be posted at the STA mass centre and early updates will be shared via the parish website to notify potential attendees of the location change.

- **Site preparation:** PPC and Liturgical Committee members will collaborate to prepare SJA for the influx of parishioners, including arranging additional seating in the church and foyer and appointing parking marshals.

In an aside, Fr Tru also advised that the OLSH Feast Day this year will be held at the STA mass centre and will include a Community Day and mass. This event will be held on the last Friday/Saturday of May this year.

- **Parish Communications: KIT publication and website (James/all)**
  - **KIT Publication:** James noted that the KIT publication currently leans heavily toward SJA-centric content. To ensure more balanced representation across both mass centres, it was decided to approach the editor, Marian, to discuss inviting an STA-based contributor to assist with articles. Fr Tru will lead this discussion with Marian.
  - **Parish Website:** The PPC discussed the need for a website revamp. To avoid duplicating effort and to benefit from existing resources, Fr. Tru will consult with the Archdiocese regarding technical support, noting their assistance with other parish websites.
- **Item 4: Update on Gardening Project Status at Charnwood (Fr Tru/Michael)**

Michael reported on a meeting held this week with Matthew and Dr. Vanessa de Kauwe. They identified the area near the presbytery and the priest's parking at the STA site as an ideal location for her project's requirements. Michael noted that development will be a gradual process and committed to briefing STA parishioners during Sunday Masses to ensure the community remains informed. Comprehensive risk assessments will be conducted as the project progresses.
- **Item 5: Revitalising Parish Relational Life – Revised Proposal (James)**

The PPC expressed its satisfaction with the revised proposal presented by James. It was agreed that James will continue developing the document, focusing initially on the "Cultural Foundations" phase, which comprises the first quarter of the 12-month plan. He will present the updated draft at the next meeting.
- **Item 6: Update on Gospel Study Group (James)**

James reported that he has reached out to the STA and SJA study groups and is currently awaiting their response. Fr. Tru noted that these groups typically focus their reflections on the Sunday readings. To move the initiative forward, James will begin the process using the late Fr. Michael Fallon's audio and print reflections on the Sunday readings. The online study group will be hosted via Microsoft Teams to facilitate participation.
- **Item 7: Parishioner Retention in the Modern Parish (James/all)**

James requested feedback on the "Predictors of Retention in Catholic Parishes since 2000" document. Peter noted that the research highlighted a current lack of engagement with adolescents, specifically noting the Parish's limited connection to St Francis Xavier (SFX) College. **Action:** Following a discussion on youth engagement, it was decided that Fr Tru, James, and Matthew will meet with the SFX Principal to initiate a collaborative relationship.

## 5. Action Items and Next Steps

- Review the status of existing actions: The PPC are to review the current Action List as distributed by Julie before this meeting and action as required.
- Assign tasks and responsibilities from this meeting: This has already been done (please see above).
- Set deadlines for new action items: Also see above.

## 6. Any Other Business (AOB)

- **Alpha Course:** The PPC noted Chloe's update on the Alpha Program and approved the proposed start date of 13 May 2026. The PPC asked that Chloe proceed to further planning of the program with her implementation Team, which includes Michael, Cathy Madsen and Jeanne Lean.
- **Tiny Homes:** Michael reported that Federal Government funding for infrastructure at the STA site has been secured. However, this is contingent on ACT Government funding for an on-site care coordinator, which is yet to be confirmed. Support for the project has been expressed by various groups, including the ACT Greens. While architects and town planners have reviewed the site and commenced preparation of draft plans, further progress depends on the ACT

Government's funding decision.

- **STA repairs and maintenance program:** Michael informed the Council that approximately \$19,000 has been donated by STA parishioners for site repairs. Maintenance will commence shortly, focusing on roof leaks, windows, mould remediation, and general upkeep.

**7. Summary and concluding prayer:**

- The meeting concluded after prayer at 8.15 pm.

**8. Next meeting:**

- The next meeting of the **OLSH PPC** will be on the 2<sup>nd</sup> Thursday of April 2026 – 9 April 2026 at 7pm.