

Annual General Meeting and
Annual Report of Parish Activities.



**SAINTS PETER
& PAUL'S
CATHOLIC
PARISH**

“We are a Catholic Community who profess, celebrate and witness that Jesus lives, and to whom our Father sends His Spirit. We express that belief by living out and spreading the message of the Gospel.”

“Celebrate, Inform, Encourage”

Due to the Coronavirus , the AGM for 2020 did not take place.

OPENING PRAYER

(used before every session of the Second Vatican Council)

We stand before you, Holy Spirit,
conscious of our sinfulness,
but aware that we gather in your name.

Come to us, remain with us,
and enlighten our hearts.

Give us light and strength
to know your will,
to make it our own,
and to live it in our lives.

Guide us by your wisdom,
support us by your power,
for you are God, sharing the glory of Father and Son.

You desire justice for all;
enable us to uphold the rights of others;
do not allow us to be misled by ignorance
or corrupted by fear or favour.

Unite us to yourself in the bond of love
and keep us faithful to all that is true.

As we gather in your name, may we temper justice with love,
so that all our discussions and reflections
may be pleasing to you, and earn the reward
promised to good and faithful servants.

We ask this of You, who live and reign with the
Father and the Son, one God, for ever and ever.

Amen.

**MINUTES OF ANNUAL GENERAL MEETING
HELD ON SUNDAY, 2 June 2019, AT 10.00AM**

Attendees:

Fr Jerald Mariadas, David Ng, Cheryl Tay, Kevin Smith, Greg Sleeth, Marie Cameron, Bernard Ferre, Monica Chai, Frank Smit, Madge Martin, Harry Martin, Bernadette O'Hanlon, Paul O'Hanlon, Verna Carter, Dale Gordon-Stewart, John Mirams, Muriel O'Gorman, Frank Burke, Estelle Pratt, Martin Harris, Ravi Kamath, Michael Liddy, Bernadette Selleck, Dawn Pratley, Vicente Belmonte, Noel Spinks, Anna Fabris

1) Welcome and Opening Prayer

David welcomed parishioners to the AGM and Fr Jerald led the opening prayer.

2) Apologies

Chrysostom Gunanayagam, Michael Pennefather, Patricia Vandekolk

3) Confirmation of Minutes 2018 AGM

Harry highlighted an error in the minutes in relation to Murray Valley Resort – that the parish had two weeks accommodation, not three. With no further amendments, the minutes of meeting for AGM 2018 were confirmed with Frank S as mover and Harry seconder.

4) Business Arising

There were no business arising.

5) Correspondence

There was no correspondence raised.

6) Parish Priest Report

Fr Jerald thanked all parishioners for their support, noting it was his fifth year with the parish. He specially thanked all who were involved in the liturgical ministries, outreach ministries, the parish leadership team, parish office volunteers and school staff for their contributions.

Fr Jerald noted that the congregation adjusted well to the change in mass time to 11.15am. He thanked everyone for making adjustments in their own way and shared that he now longer needed to rush from parish to parish after mass.

Jerald highlighted that the Archdiocese has encouraged all parishes to put child safety policies in place. The parish had developed a draft policy. However, as the Archdiocese was currently reviewing their policy, which would have taken into consideration recent legislative amendments, the parish

would be holding its release of the documents to ensure they were in line with the Archdiocese amended policy documents.

In relation to Plenary Council 2020, Fr Jerald shared that different parishes organised Listening and Dialogue sessions in different ways. Our parish arranged two sessions and encouraged individuals who attended those sessions to submit their individual response to the council. Following that 34 parishes came together to put together a joint statement to the Plenary Council. Frank B was our parish representative.

Looking to the future, Fr Jerald shared that the parish will celebrate its 60th anniversary in 2020. Special celebration plans, such as reunion of past parishioners and students, would be looked into. Fr Jerald also noted the increasing number of new apartments in the area and the need to reach out to these new families and welcome them into the parish through mail drop of brochures of parish activities.

7) School Report

In the absence of Patricia, Fr Jerald shared that Patricia has been working hard to increase enrolment while facing strong competition from government funded schools in the area. The school, together with Catholic Education Melbourne (CEM), were looking at strategies to increase enrolment. Current enrolment stood at below a hundred, with 13 children enrolled for prep in 2020.

Ravi shared his observation that some staff had been at the school for a very long time, and asked if there were plans to recognise them for their service to the school. Fr Jerald replied that it would be looked into. Ravi then asked how enrolment at the school stacked up to that at Our Lady of the Pines (OLOP). Fr Jerald replied that OLOP, like most Catholic schools in the area, faced similar enrolment challenges, with numbers dropping from 420 to 370 this year and lower numbers in 2020.

Harry noted that with the decrease in enrolment, the school would struggle financially. Fr Jerald agreed with Harry's assessment and shared that CEM would consider all available options should enrolment drop below 60. Bernard opined that the parish should make the decision ahead of time to merge with OLOP rather than to let it happen. In response David raised that current families may not all move to OLOP. Ravi viewed that as long as the school was able to break even, that would be reason enough to keep it going. Fr Jerald emphasised that there were currently no plans to merge the schools, and cautioned against spreading such word around as it would result in more families pulling their children out.

Muriel queried the reasons behind the decrease in enrolment and questioned if there was anything the parish and school could do to boost enrolment. Fr Jerald shared that three years ago, a sizeable number of students left the school which resulted in current low enrolment numbers. This resulted in more families pulling their children out of the school as they were concerned with the effect of small pool of friendship groups on their children. In addition,

government schools in the area introduced different syllabus such as IB program that were attractive to families.

Frank B raised that the school and parish should consider how to differentiate itself from government schools to make it attractive to prospective families. David took the point on board and would pass that on to Patricia.

8) Pastoral Council Report

David shared that he considered stepping down as chair of the PPC but decided to stay on till the next AGM after much prayer and reflection. He highlighted that the next AGM will be held in March 2020, for accounts to be prepared following the end of financial year in December.

He shared highlights for the year as follows:

- A youth group was formed in the parish
- Afternoon tea was organized for families who had their child baptised at the parish during the year
- Website has been updated
- Joint PPC meeting with OLOP to coordinate issues
- Plenary council listening and dialogue sessions were organized with parishioners encouraged to submit their individual response

In terms of future plans for the parish, David shared that the PPC would be looking to:

- Form a committee to plan for the parish 60th anniversary celebrations
- Organise a parish mission with growth of the parish as a main objective
- Conduct stewardship program and parish census
- Seek a parish representative to sit on the interfaith council

David noted that the future of the PPC was a big concern and the parish would need to seek ways to encourage new and younger members to join the council.

In closing, David thanked everyone and asked for prayers that more will stand up and volunteer to join the PPC.

9) Finance Committee Report

Frank S handed out the parish balance sheet, noting it had been left out of the AGM report. He reported that the parish operating budget for the year was in surplus of \$5,000. However, any capital works would have to be paid from reserves which stood at \$452,000 at present. He shared that a stewardship campaign would be held in September to try and ensure the parish do not have to dip into its reserves unnecessarily.

Ravi remarked that it would be good to have some breakdown of items included in general expense, and that the numbers did not add up.

Bernard replied that pastoral expense of \$2,470 was missing from the statement and the numbers would tally after that was factored in. Frank S promised to amend and make available the amended statement.

Muriel commented that the new cleaners had done a fantastic job keeping the church clean. She highlighted that at the AGM in 2018, she had raised that the chairs in the narthex should be upholstered as they were looking old and tired, and queried if that had been looked into. Frank S replied that it had yet to be looked into and he would do that this year.

John queried why there was a budget for printing in 2018 and not in 2019. Frank S replied that was a special printing expense for the stewardship campaign. In-house printing was captured in another category.

Bernadette O asked if lights could be placed at the steps near the presbytery as that area got quite dark especially during winter, and it could be dangerous for older parishioners, especially those walking from Catholic Care homes down the street. Fr Jerald replied that was being looked into already.

Harry questioned if the increase in payroll expense was sustainable as the pastoral worker salary was now fully borne by the parish. Estelle commented the pastoral worker was essential to the parish and ways would have to be explored to support the increased expense. Frank S replied that as the current budget was running close to break even, stewardship would have to be raised to ensure the increased expense would be adequately covered.

Frank B commented that it was important for the stewardship program to not solely focus on finance but also on the meaningful activities that parishioners can respond to and engage in. Frank S responded that the parish need to be upfront about seeking funds with the program but that it could run alongside the parish mission that could focus on provision of meaningful activities for parishioners. In response to Muriel's question of how long since the last stewardship program, Frank S replied that it had been three years.

10) Matters Arising from Ministries

David said that the catechetical report had missed omitted in the AGM report. He shared that 18 children from the parish and school had been recently confirmed by Msgr Ireland. Classes for Sacrament of Reconciliation would be held later in the year and those children would go on to for Sacrament of Holy Communion next year. He had also recruited volunteers to help with catechetical classes including RCIA. Rose Paynting would also still be assisting with RCIA.

Bernard commented that an article had been left out in his report, and he proceeded to share excerpts of the article that related to welcoming of new members to the parish. Monica highlighted the need to obtain the contact details of new members to outreach to them thereafter. Ravi also suggested including a welcome of new families in the parish newsletter.

11) Q & A

There were no questions raised.

12) General Business

1 in 100 Appeal

Harry thanked everyone for their support of the 1 in 100 appeal. He shared that Sr Trudy was recovering well and would be returning to Palestine soon.

Vinnies

Muriel thanked parishioners for their contributions and shared that the Vinnies cupboard was still in need of groceries to help the needy.

Murray Valley Resort @Yarrowonga

Harry highlighted that the annual fee for the parish timeshare accommodation at Murray Valley Resort @Yarrowonga was due soon. That provided 2 weeks of accommodation, and the parish could pay an additional \$150 to increase that to 3 weeks. He advocated continuing with annual subscription.

Commentators at mass

Paul opined that commentators at mass should commentate on announcements rather than read off the run sheet word for word.

General

Frank B shared that the parish should focus on the positive areas highlighted in the AGM report and all it had achieved in the past year.

13) Closing

David and Fr Jerald thanked everyone for their participation, noting that the parish would need to walk forward in faith. Fr Jerald led the closing prayer, and the AGM was officially closed at 11.05am.

Minutes by Cheryl Tay

Reviewed by Fr Jerald Mariadas and David Ng (PPC Chair)

Annual Reports 2019
PARISH PRIEST REPORT
Fr Jerald Mariadas

“ We are a Catholic Community who profess, celebrate and witness that Jesus lives, and to whom our Father sends His Spirit. We express that belief by living out and spreading the message of the Gospel.”

Our Parish Vision Statement continues to resonate within our parish and community. For most of our parishioners, our Parish remains the core of their worship and belief. In 2019 we continued to work towards enriching the lives of our Parishioners both spiritually and emotionally. We held a number of community events which were well attended, and we hope to continue to do so. Our focus this year will continue to be , to reach out to others with the Gospel and to continue to help parishioners to build on their faith.

Spiritual

A worthy celebration of Sunday Mass is our highest priority. We prepare meaningful and prayerful liturgies, which would be impossible without the help of various competent team members like our Liturgy Team, Music Team, Sacristans, Altar Servers and other volunteers who help in masses. I wish to Thank every member involved in our various teams for their time and commitment towards providing our community with prayer Liturgies. They give of their time so generously and I am truly thankful.

We give special focus to the spiritual life of our children by giving more opportunities to pray and come closer to God. Both Parish school children and non-Catholic school children were thoroughly prepared for all the sacraments. Our school children were given opportunities to be involved in the liturgy during our whole school masses and weekly Thursday class masses. During the weekend 11.15am masses twice a month ,Children's liturgy continues to be a major part of the faith development of our children. In order to explain the significance of receiving the ashes on their forehead, this year we introduced the burning of the ashes to our School children .

We continue with Daily Rosaries, Friday Benedictions, Lenten programs, Divine Mercy Devotions, SPARC nights etc to nourish the faith of our parishioners.

Faith formation

We continue to provide after hours Catechist lessons to children who do not attend Catholic Primary schools in order to prepare them for the Sacraments of Reconciliation, First Communion and Confirmation.

I would like to express my sincere thanks to David Ng for his dedication to help our catechist's candidates in their faith development and on their sacramental journey. David has recently formed a team of young people to teach sacramental programs for catechist candidates. I greatly appreciate them offering their time to this important ministry.

Under the leadership of David Ng we are also setting up a new RCIA TEAM to welcome faith seekers and encourages their faith development by spiritual accompaniment.

Pastoral

Our Eucharistic ministers to the sick and elderly continue to provide communion and much needed support to a number of people. They also regularly visit Donvale Rehab, nursing homes, especially Millwood and Greenview Allity.

Monthly masses continue at Millwood Aged Care and most recently we have started saying mass at Greenview Allity aged care , Doncaster East, Mitcham Road. We thank all of our Eucharistic ministers for their efforts in making this possible.

Visitation Group members regularly visit our sick parishioners at their homes and when they are admitted in hospital to offer their pastoral support. My heartfelt thanks for their continued dedication to this ministry and pastoral care of our sick parishioners.

We have also recently formed a Bereavement team to support families at their difficult time of losing their loved ones. Assisting the bereaved families to prepare funerals, liturgy and offer a follow up visit as support following their bereavement.

Social life

Social life of the parish is very important for the life and growth of the Parish.

Our social committee has organised various events like Trivia Night, Parish Feast Days, Community Carols etc last year which were well received. Parishioners come together to socialise and make friendship with one another and have some good fun.

Family groups, Men's Coffee Morning Group, Ladies Afternoon Tea group

Our ladies lunch group all continue to operate and provide much need social interaction for our families and individuals.

Outreach

Our Vinnie's conference are as active as usual, continuing to give "a hand up and not a hand out". They are always on hand to lend support where needed.

One in hundred appeal continues to raise much need funds for the Notre Dame De Sion Local Children's Education Fund in Jerusalem, conducted by the Sisters of Our Lady of Sion.

Knights of the Southern cross continues with their fundraising in order to help with \$500 toward the support of a grade 6 student .

Thank you to all members of these team for all the wonderful work that you do.

Child safety

As a parish , we take the safety of our children seriously. We now have a child safety team which consists of members from both parishes who meet on a regular basis to ensure that safeguarding children and young people policy is embedded across both the parish. We have finalised the Child Safety Policy for both parishes which will soon be launched and implemented.

School

Our Parish School offers the best possible opportunities to our children for their growth with an integrated formation of Catholic Christian faith and holistic education.

Our school principal Trish Vandekolk and staff worked closely with me and also with parents to ensure that the faith development of the students is given the highest priority.

It is however very unfortunate that due to the change in the demographics in our area, the numbers in our school has slowly been declining.

In conjunction with the Catholic Education Office, the Staff and School Board, Strategic plans are being put in place to enhance the school enrolments.

I greatly appreciate our school principal Trish Vandekolk, staff, School Board and parents who work hard with our children in order to realize the vision of the school .

Future school Governance

In response to one of the recommendations of the Royal Commission, the Archdiocese has been working on drawing a new structure of governance for our Catholic schools which will be put into place at the commencement of the New Year. This will relieve the Parish Priest as the employer, Canonical administrator and Governor of Catholic Primary and Secondary schools in the Melbourne Archdiocese. A steering committee has been created to explore models of governance that has the Archbishop, a Board and the CEM office as directly responsible for schools.

Parish Office

I would like to acknowledge the enormous efforts of our Parish secretary Liza and I thank her for her commitment, professionalism and dedication. I would especially like to acknowledge and thank Bernadette and Rita for their generous heart to help in the Parish Office on Tuesday and Wednesday from 9.00 am to 1.00pm.

Cheryl Tay as Pastoral worker has been of great assistance to the Parish in coordinating our different ministries like our Liturgy committee, Social committee, Alter servers and Youth Group. Cheryl also serves on the safeguarding committee.

Leadership Team

As always the Parish Council has been of great support to me during the year and I wish to thank all the members of the council, especially David Ng the Chair of the PPC. Last year we conducted a parish survey to develop pastoral priorities. Parishioners responded very well. I appreciate the enormous efforts of Cheryl Tay our pastoral worker who collated all the responses and prepared a report. The PPC has formulated a 3 year pastoral plan for our parish which will be shared at this AGM.

I would like to thank the Finance Committee under the guidance of Frank Smit who looks after matters pertaining to Finance. During September Frank Smit, the chairperson of Finance Committee updated our present financial position of the parish during two weekend masses and encouraged new parishioner to support the parish by offering their time and talent in ministries and also by extending a financial commitment to the Parish. This month of March is our Parish Census Month. We are encouraging all families to complete new Census cards which are available in the Narthex in order to enable us to gain a more accurate picture of our parish families.

Maintenance

During the year there have been both minor and major projects.

Major projects included replacement of the carpets in the foyer, installation of the air conditioning split system and the retaining wall. Future projects are likely to include risk evaluation of trees in our property and drainage maintenance.

Plenary Council

The parish conducted 2 listening and dialogue sessions with the community and encourage parishioners to make their submissions directly. Frank Bourke from our parish participated in a joint parish statement with a number of other parishes. We would like to thank all the parishioners who contributed to this submission.

Parish Website

Our parish website is routinely up-dated each weekend with the Newsletter and other items of interest. I would like to acknowledge Albert Ling's effort in looking after our parish website.

60th Anniversary

Our 60th Anniversary celebrations is in the planning stages at the moment. Once plans have been finalized, the community will be advised of this. I am sure that as this is such a special anniversary, that you will support this celebration fully.

Our Future

The PPC's presentation of the 3 year plan being presented the AGM, is focusing on establishing stronger links with our community, more community participation and mission to out reach to the Doncaster East Community. Each one of us needs to pray and be actively involved in our Parish and trust

where the Holy Spirit is leading us to build up community amidst challenging times ahead of us.

In conclusion...

To all those who I have not individually acknowledged, I thank you all for your commitment and dedication to our parish and for all the time that you give us. If any parishioner would like to consider joining any group within our Parish, I encourage you to get in contact with the co-ordinators or the Parish Office who can point you in the right direction. Giving and sharing of your talent is so worthwhile and enriching and I encourage you to think about joining one of these groups.

As I have indicated in previous years, being part of this community gives me great joy and I look forward very much to the year ahead, journeying with you, celebrating and worshipping as we walk forward in faith, trusting always in the gracious God of all.

Thank you all for your support and encouragement once again. I look forward to continue walking with you in faith over the next year.

Fr Jerald

Parish Priest

SCHOOL PRINCIPAL REPORT

TRISH VANDEKOLK

MAJOR ACHIEVEMENTS IN 2019

On behalf of the school staff and community of the 2019 school year, I am delighted to present this Principal's Report outlining some of the major achievements of 2019.

A more detailed review of the year will be presented through the Annual Report to the Community later in the year.

EDUCATION IN FAITH

SIP Goal:

- **To build a strong Catholic Identity that is reflected in both our words and actions.**

Greater connections with the Parish through:

- Beginning School Year Mass & BBQ - induction of school leaders, staff and SAB
- Sacramental Preparation Programs: Paul Spence &
- Parish Feast Day Celebrations

- Social Committee involvement
- Joint Christmas Event - Mini Market & Christmas Carols
- Graduation Ceremony - whole community event
- End of School Year Mass - handing over of student leadership

Revised Religious Education Framework

- Exploring deeply the Pedagogy of Encounter

Staff Professional Development in:

- Prayer - Facilitated by CEM
- Planning Religious Education Curriculum - Yearly Overviews

LEARNING & TEACHING

SIP Goal:

- To build a collaborative and engaging learning environment that focuses on rigour, challenge and high expectations. (Curriculum)
- To develop a school pedagogical framework that draws on effective evidence-based practices across all areas of the curriculum. (Pedagogy)
- To build systematic processes that record and monitor a broad range of school performance indicators to ensure continuous growth. (Data Analysis)

Curriculum Design for Learning

- Facilitated Planning with Learning & Teaching Leader and level teams
- Cycle of Professional Learning Team Meetings to incorporate English, mathematics & Student Diversity (NCCD)
- With the support of CEM the school continued the preparation of a 2 year cycle for the delivery of the integrated subjects of History, Science, Civics & Citizenship, Geography, Business & Economics, Health & PE, The Arts
- Whole school planning of Inquiry Learning Units which incorporated the creation of report outcomes developmentally appropriate across the year levels
- School Production - whole school event incorporated into the learning through the Inquiry topic

Assessment & Reporting

- Student results housed in an accessible location on the Shared Drive for ease of access, closer monitoring and greater use of to inform teaching
- Adjustments to the qualifiers on the Semester reports for greater clarity of information
- Introduction of a Whole School Reading Assessment to enable greater tracking of student growth and progress
- Introduction of Essential Assessment in Mathematics - to

enable greater differentiation with instruction

- Our 2019 NAPLAN results indicated that overall the students at SSPP performed extremely well. In Year 3, results indicated that students are performing above the state average across all assessed disciplines – Reading, Writing, Spelling, Numeracy and Grammar & Punctuation. The results for Year 5 students indicated that the value added or the growth made from Year 3 was above the State average growth, in some instances well above State average growth.

LEADERSHIP & MANAGEMENT

SIP Goal: To build a strong collegial culture of mutual trust and support.

Enrolments

- February 2019 Census enrolment - 101
- August 2019 Census enrolment - 90

New Staff, Student and Family surveys - CEMSI - greater clarity of school success and areas for improvement - more targeted approach for school leadership team. The introduction of these new surveys will be used to measure our effectiveness as a school.

Updating the Staff Landing Page to provide greater communication between staff across the school.

Creation of a Shared Drive on Google - greater collaboration between staff in all facets of school life, central storage of school's intellectual property.

Enrolment Maximisation Framework

- Continuing CEM facilitated support
- Community Focus groups to gather feedback about the perception of the school within and outside the community
- Introduction of Community Conversations - a strategy to listen to community, and open up conversations that help connect with, understand and engage families and plan for the future.
- School Advertising - new photos, updated website photos and advertisements
 - Print Media - brochures, pamphlets
 - Social Media
 - Real Estate Boards

STUDENT WELLBEING

SIP Goal: To build student confidence and capacity to respect and care for themselves and others.

- Heighten profile of wellbeing throughout the school - inclusion of calming spaces and self-regulation strategies in learning areas

- Student Wellbeing Leader - attending network meetings, school visits and PD
- Student Diversity Leader - attending network meetings, facilitating meetings and working with CEM staff to meet the NCCD requirements
- Creation of a scope and sequence of the curriculum for Social & Emotional Learning - inclusion of outcomes in this learning area included in reports
- Full compliance with NCCD requirements - staff continue to collate and organise all the evidence required - a significant amount of funding is dependent upon this
- Ongoing monitoring of student well being through PLTs and planning - referrals accessed, prepared and submitted as needed

SCHOOL COMMUNITY

SIP Goal: To engage with the wider community in support of improving learning and engagement and situating learning in context

- Community Engagement in Learning Group - termly meetings - links made directly to the learning
- Science Day planning, preparation and facilitation
- Hobbies and games club
- Mini Market & Christmas Carols
- School Production - fundraising (Bunnings BBQ & Election BBQ) enabled the costs of costumes and bus transportation to be covered. Assistance provided with costume fittings, publicity and ticketing.
- Successful grant recipients for gardens - Bush Tucker Garden
- Ss Peter & Paul's Playgroup - continued
- Class Reps - continued contact with families
- Volunteers - Gardening, Literacy groups, events days
- Social Media Manager - regular posts to School Facebook Page & Twitter Account

BUILDING & MAINTENANCE

- Increasing numbers at Working Bees
- Air Conditioning installed in Room 6

Mrs Patricia Vanderkolk
Principal

PASTORAL COUNCIL REPORT

CHAIRPERSONS REPORT

As decided by the last Annual General Meeting held on June 24, 2019, future Parish AGM would be held in March instead of in the month of June as traditionally done. This is because the Church's Financial Year ends in December.

Since the last AGM, much has happened within the Parish.

Child Safety Policy is being implemented

A Parish Survey was conducted in the month of November 2019

Joint Parish Pastoral Council with OLOP has been held

Parish Census Survey was conducted within the Parish

The most pressing issue has been that of the Child Safety Policy which has become a reality and requirement for all organizations, schools, etc. where children are involved. Both OLOP and SSPP Pastoral Councils have met to discuss the Policy, which includes the strategy, implementation and on-going maintenance required. At the meeting Policy was discussed in details and in the end, both OLOP and SSPP PPCs, agreed to adopt the Archdiocesan "Safeguarding Children and Young People Policy" and that both parish councils will proceed with implementing the necessary actions as required. On this matter, all volunteers, that is, everyone who does something on behalf of the Parish, must have a "Working with Children Check". The Safeguarding Committee has outlined a process for informing and gaining compliance with all volunteers and will meet and develop a communications plan which will be presented to both OLOP and SSPP Parish Councils.

In November, a Parish Survey was conducted to ask parishioners what we are doing well, what we are lacking and what they would like to see happening in SSPP. The survey was conducted across all ages and 153 responses were received, which represents about 43% of the Parish's weekly mass attendance. The responses have been collated and the PPC will now be discussing to formulate and carry out plans/projects in relations to responses received.

The PPC also decided to conduct a Parish Census to update details of all Parishioners as many have moved away, some have changed addresses and some have returned to our Lord. The details/information received via the Census Card will not be shared with any third parties.

This year 2020, our Parish will be celebrating its 60th Anniversary and the PPC is in the midst of discussion and deciding how best we can celebrate this occasion.

As my tenure as the Chairperson of the Parish Pastoral Council has come to the end, I would like to take this opportunity to express my gratitude to Rev Fr. Jerald for his support, guidance and help. To Cheryl Tay, our Parish Pastoral Worker whom has been an immense help and support not only to the PPC but to the Parish in general, a big "Thank You" To fellow PPC members, thank

you for your time, your contribution and the support to the PPC, myself and Rev. Fr, Jerald.

It is hoped that after the Parish Survey, Parishioners will be more ready to come forth and offer their support and service to our Parish. We certainly need new blood, new ideas as the Parish is growing and welcoming more new parishioners. But above all, our Pastor, Rev, Fr. Jerald needs all the help and support from us being Parish Priest ofm both OLOP and SSPP.

David Ng,

Chairperson – Parish Pastoral Council

PASTORAL WORKER REPORT

With the guidance of our Lord and the Holy Spirit; Fr Jerald for his leadership and patient guidance; the parish community for your tireless assistance and prayers; and ever affirming support from my wonderful family; you have all lifted and enabled me to carry out my pastoral service to the best of my ability over the past two years.

Throughout the past year, our weekend mass and liturgies for special occasions and feasts have been enriched with the assistance of our liturgy committee, e.g. Ss Peter and Paul's Feast Day, NAIDOC Sunday and Advent reconciliation service. Between September and October, the liturgy committee and volunteers also led the praying of the rosary before Sunday 11.15am mass. During the current Lenten season, a decade of the Rosary is also being prayed before the start of each weekend mass.

Parishioners were introduced to a different way of prayer through two praise and worship sessions led by SPARC worship group. A Lenten reflection and discussion program was held once a week during Lent, and while participation numbers were small, the discussions were vibrant and enriching for all participants. A learning workshop, led by myself, was also held for new and experienced readers, commentators and data operators to gain knowledge (for those who were new), exchange ideas and provide feedback to improve processes.

A Grief Support group was formed last October, comprising Bernadette Selleck and Maria Ryan. This group support Fr Jerald in helping families prepare for funerals at our parish, and visits these families thereafter to pray with the family and provide support where needed. The group also jointly organized the annual All Souls' Day mass together with the Visitation Group.

Three altar servers – Kenneth T, Gabriel K and BJ R, were inducted into the Guild of St Stephen's late last May, and 2 new altar servers were recruited last year, bringing the total of servers to 15 juniors and 4 adults. A workshop led by Vincent L and myself was held for junior altar servers last year where servers were re-affirmed of their special calling by God to this service.

Between June 2019 till 22 March 2020, Annewee T and Clare W from the baptism preparation team, visited the families of twelve children who were baptised at the parish. To maintain links with families who had their child baptised at the parish, those who attended the inaugural afternoon tea & blessing for children in 2018 were invited to attend the event again last year.

Children's liturgy has been very well-received and will continue to run every first and third Sunday of the month during the 11.15am mass with the support of our team of leaders Ellen L, Annewee T, Larra D, Mariluz R, Tehani F, and myself. Nikki J has departed the team, and we thank her for her assistance throughout last year. We welcome Tehani F to our team this year, and welcome more volunteers to join the team.

Parish youth group, Young Amazing People, held a second fund raiser at the end of the year. Our youths made cookies for sale at our community Christmas mini market in support of Vinnies bushfire fund and the Salvation Army. This year saw the departure of youth leader Matthew B - who decided to attend a parish closer to home, and addition of Angela G as youth leader.

We also saw closer collaboration with our parish school over the past year, with school families taking on various roles at Holy Thursday service and feast day mass and lunch celebration; as well as joint participation in parish and school events Trivia Night and community Christmas mini-market and carols night.

Our social committee had a busy first year, organizing the parish feast day lunch in June, Trivia Night in September, community Christmas mini-market and carols night. These events were well supported and appreciated by parishioners, evidenced by our parish survey responses last year, and attendance at these events.

In a show of the parish's appreciation for all the time, energy and resources given to the parish by our volunteers, an appreciation service and afternoon tea was held for all parish volunteers in early December. Every volunteer was given a key holder as a token of the parish's appreciation.

Late last year, the Archdiocese Professional Standards Unit released the revised Child Safety Policy and processes that are to be adopted by all parishes in Melbourne. The Safeguarding Committee, with the endorsement of the Parish Councils of both Ss Peter and Paul's and Our Lady of the Pines, will begin briefing Ministry leaders, parish volunteers, and the parish community on the policy and processes that will be put in place in the next two months.

Cheryl Tay
Pastoral Worker

FINANCE REPORT - FINANCE COMMITTEE STATEMENTS

SAINTS PETER AND PAUL'S PARISH – EAST DONCASTER

INCOME AND EXPENDITURE STATEMENT.

YEAR ENDED 31ST DECEMBER 2019

	Actual	Actual	Budget
	2018	2019	2020
	\$	\$	\$
Receipts			
Thanksgiving	119,719	111,314.69	114,654.13
Rental Parish Hall	32,386	33,848.44	34,863.89
Interest Income		279.21	
Income from investments	10,869	4,500.00	4,635.00
Sales of resources	-	911.80	841.25
Youth	-	299.00	307.97
Catechist		1,015.80	1,046.27
Donations	60	1,000.00	1,000.00
Others	4,758	2,555.00	2,631.65
Bequest	1,000	81,770.39	-
	<u>168,792.00</u>	<u>237,494.33</u>	<u>159,980.16</u>
Outgoings			
Administration			
Payroll	33,594.00	46,927.90	48,335.73
Superannuation	3,189.00	4,955.44	4,430.07
Workcover	6,161.00	2,989.52	3,079.21
Long Service Leave	-	-	-
Pastoral	50.00	-	-
	<u>42,994.00</u>	<u>54,872.86</u>	<u>55,845.01</u>
Office Expenses			
Accounting charge	-	-	-
Advertising	-	-	-
Bank charges	483.00	330.27	340.18
Catering	-	-	-
Church requisites	4,340.00	4,123.02	4,246.71
Computer expenses	4,502.00	3,570.00	3,677.10
Conferences and retreats	27.00	-	-
General expenses	10,813.00	17,469.69	10,655.31
Interest	90.00	369.77	380.86

Office furniture and equipment			-
Postage			-
Photocopy and stationery	2,060.00	3,671.95	3,782.11
Printing	5,086.00	3,918.00	-
Staff amenities	-	-	-
Staff training	615.00	199.64	205.63
Telecommunications cost	5,821.00	4,202.16	4,328.22
	<u>33,747.00</u>	<u>37,854.50</u>	<u>27,616.12</u>
Facilities			
Cleaning and gardening	12,413.00	13,118.35	13,511.90
Electricity, gas and water	10,246.00	9,702.45	9,993.52
Insurance	13,886.00	23,792.00	13,200.00
Leasing and hiring			-
Municipal charges	1,895.00	1,296.50	1,335.40
Repairs and maintenance	9,715.00	20,190.30	20,796.01
Other furniture and equipment	6,610.00		-
Security		4,595.45	4,733.31
	<u>54,474.00</u>	<u>72,696.05</u>	<u>63,570.14</u>
Archdiocese			
Consultants	-		-
Archdiocese Levies	13,916.00	13,167.77	13,563.80
	<u>13,916.00</u>	<u>13,167.77</u>	<u>13,562.80</u>
Pastoral			
Books and publications	376.00	928.66	956.52
Catechetical Expenses	-	-	-
Liturgical Expenses	2,100.00	2,573.55	2,650.76
Subscriptions	711.00	1,139.43	1,173.62
Hospitality and Entertainment	2,077.00		-
Supply Fees	3,156.00	2,870.00	3,000.00
	<u>6,343.00</u>	<u>7,511.64</u>	<u>7,780.90</u>
<u>Total Disbursements</u>	<u>153,932.00</u>	<u>186,102.82</u>	<u>168,374.97</u>

This is an extract of the 2019
Financial report. *Bernard Ferre*

ST VINCENT DE PAUL CONFERENCE

JUSTICE AND MERCY -

Covering the period 1/01/2019 to 31/12/2019

We started the year with 13 active members and two associate members (wonderful wives of members who assist in times of emergency) and by the end of the year we had gained two new members – making our total working membership 14. Unfortunately one new member had to resign due to family commitments.

The main assistance needed is for those on Newstart, Disability Support Pensions, Parenting payments (single parent families) and Age Pensions. Assistance is also given to help with utility bills, chemist bills and car registration. We have callers we visit to get them just through a financially difficult time and others we visit on a regular basis. Often, our role is to be a listening ear for those who are struggling to cope with stressful situations in their life. Excessive rents in our area has forced some of our callers to move to cheaper rental areas.

A Vincentian Conference Members Mass was held on 29 September during which a founding member of the Conference, Mr Kevin Smith, gave an outline of Blessed Frederick Ozanam's life. A large banner borrowed from Head Office elaborating on Ozanam's life generated much interest and comment from parishioners.

Our Emeritus Member Maria Monterosso died during the year and she was remembered during the Annual Thanksgiving Mass at St Francis Church Melbourne attended by Conference members. Maria was a long serving, much revered member of the Conference and will be sadly missed. Rest in Peace.

We can only sustain our food bank, supply of food vouchers and Op Shop vouchers to purchase clothing and Manchester, through the generosity and compassion of our wonderful parishioners – without you we could not help those in need. Your supply of toys and Christmas goodies was outstanding.

A special thank you to Whitefriars College (through the good offices of Marie Cameron) for their superb donation of toys at Christmas time. Our wonderful school community as usual gave gifts to top up the Christmas hampers.

God bless you all.

DROP IN CENTRE REPORT

The Drop In Centre has been operating as an integral part of the Parish for 42 years. During this time many people have participated in the life of the centre and some of the inaugural members are still attending on a weekly basis.

The Centre was established in 1978 with the aim of providing a meeting place where people could gather, share life experiences, enjoy the company of others and form lasting friendships. This aim has definitely been achieved. Unfortunately, for various reasons, fewer people are now attending on a regular basis therefore we would definitely welcome anyone who would like

to participate. A regular notice in the Parish Bulletin extends an invitation to all parishioners and new members,

During the past year the Drop In centre was refurbished with the purchase of new chairs that are more suited to the needs of those who attend. A walking frame and a wheelchair are available to assist anyone with mobility problems. The centre provides a relaxed, comfortable and safe atmosphere for all who attend.

Some of the ladies who attend are skilled in crafts such as crocheting, knitting, sewing and throughout the year, produce a wide range of items (eg jumpers, beanies, rugs, children's clothing), that are then distributed to the needy. One weekend each year, after Sunday Masses, a stall is held in the foyer of the church where people of the Parish can purchase some of the items made. The money raised in this way funds the needs of the Centre to provide ongoing activity.

For those who are unable to drive there is small, dedicated and reliable team of people rostered on each Monday as drivers, to ensure that anyone needing transport is brought safely to and from the Centre. As many of these drivers have been rostered on once a month, for years, giving willingly of their time, we would welcome and appreciate any new volunteers to this role.

Each Monday a healthy lunch, consisting of a variety of homemade soups, sandwiches, savouries and cake is served. Several times a year an outing is arranged eg Lunch at the Templestowe Hotel, Morning Melodies at the Cherry Hill Hotel. Christmas is celebrated with a traditional Christmas Lunch or a High Tea with a Christmas theme. All birthdays are celebrated with a special birthday cake. A day at the Drop In Centre also includes a suitable exercise program and a Bingo/games session.

The Drop In Centre supports Parish fundraising through donations to 'One in One Hundred Appeal' and 'St Vincent De Paul'

AGM Report submitted by Pauline Donovan

HOSPITALITY TEAMS.

This ministry consists of providing morning tea after 8am and 11.15am Mass each Sunday from the Narthex kitchen and is an excellent way of providing fellowship among parishioners after the celebration of Mass.

This ministry is carried out by a devoted group of twenty five volunteers most of whom have been attending since the inception of this group ten years ago. The narthex kitchen is a valuable asset in providing hospitality to various group meetings and functions within the parish. The annual cost to the parish for this ministry is approximately \$400 but we also have parishioners who donate biscuits, tea and coffee which is a wonderful saving to the parish.

A big thank you goes to all those lovely people involved in this ministry. We are in real need of more volunteers (especially at 11.15am Mass) - anyone interested please contact Muriel O'Gorman on 0417 055 617.

LADIES AFTERNOON LUNCHEON

The activities during 2019 included visiting the following venues – Cherry Hill Tavern Morning Melodies (2), Stix & Stones Restaurant Lower Plenty, Mountain View Hotel Morning Melodies, Painted Lantern Restaurant, Venuto Club Bulleen, Yarra Valley Country Club, Templestowe Hotel and Blackburn Hotel. These functions were attended by between 8 – 21 ladies and great fellowship was enjoyed by all. A boxed luncheon movie morning at the North Balwyn cinema was also very pleasant. We are looking forward to interesting outings in 2020.

LADIES AFTERNOON TEA

Over the last couple of years ladies have been meeting in the Drop-In Centre on the 3rd Wednesday of the month at 2pm. It enables fellow parishioners to put a name to a face that you have seen around the parish for a long time and have a chat to them. We enjoy each other's company and the lovely food provided by the ladies, with a cup of tea or coffee. We invite ladies to attend our friendly group and hope to see you throughout this year.

Bernadette Selleck.

MEN'S COFFEE GROUP

A cuppa alone is Peaceful.

A cuppa with others is community.

OUR TEA & COFFEE CLUB for men meet on each Tuesday at 11 A.M. to 12.00

We have only a half dozen or so meet on a regular basis as people leave for all reasons to live in other districts.

We need more men to come to make our Coffee mornings meaningful to all.

PROVISION OF THE HOLY COMMUNION TO THE SICK, THE FRAIL AND THE ELDERLY

Overview

Service of care facilities is ongoing with sufficient ministers to meet requirements.

Visits to private homes has again decreased due to movement of elderly out of the parish.

During the year several people with temporary health issues were visited but these have now returned to attending mass Services.

The ministry services 4 care facilities:-

Millward aged care

Doncaster Manor aged care

Greenview retirement living

Donvale Rehabilitation hospital

As well as private homes of the aged and elderly

Ministers

There are currently 10 ministers involved in the various groups with coordinators as listed below

Doncaster manor – John Manders 98422697

Donvale Rehab- Grace Biviano 98419651

Greenview – Grace Biviano 98419651

Millward – Lucia Dorisa 98481410

Private homes- John Manders 98422697

Thankyou to all involved

John Manders 7/3/ 2020

ONE IN A HUNDRED APPEAL 2019

This Appeal to raise funds to support the work of the Sisters of Our Lady of Sion in Jerusalem originated in 2005/06 and has enabled the Sisters to offer scholarship support for the education of children of poor Palestinian families via their Local Children's Education Fund. Around 90 children are supported in this way.

A very big thank you to all our Parish families who have adopted and supported this cause so generously, in many cases since the beginning, from Sr Trudy in Jerusalem and me. As a result, \$A9,600 was transferred in December as our contribution for the year ahead, made up of around 70 donations. I am confident that some later contributions will have taken the total to our annual \$A10,000 target which has consistently been met for many years.

Sr Trudy, who had major heart surgery in Melbourne in April 2019, returning in June, is in good health and working hard to care for the needs of the Palestinian children and the work of the Order in the Holy Land.

I ask for your support again in June this year when the "One in a Hundred Appeal" will be launched anew, and share the love for special causes that is a wonderful feature of our SsPP community.

Harry Martin - Appeal Co-ordinator

FELLOWSHIP - PASSIONIST FAMILY GROUPS

Our 6 Family Groups are still continuing to meet regularly, with numbers remaining stable in most groups. Last year quite a few from the Family Groups attended the annual SS Peter & Paul's feast day celebration at the 11.15 Mass and lunch afterwards in the hall. Many also attended the Trivia Night run by the school. New members are always welcome and there are forms on the table in the Narthex. We are groups of people who gather to share in social outings, meals, etc. and to support each other. Anyone wanting information can either contact the Parish Secretary, or the Co-ordinator Dawn Pratley on 9848 4379.

PIETY STALL

The piety stall is at present open Sunday 8.00am and 11.15am Masses. Saturday 6.00pm mass is not open due to a lack of volunteers. Religious items for most occasions are stocked or can be ordered. We thank all those who support our Piety Stall. We are always in need of more volunteers, so if you would like to assist, please contact Jan via the Parish Office.

Coordinator - Jan Prendergast

PROPERTY COMMITTEE

<u>Expenditure Item.</u>	<u>Ytd 2019</u>
	\$
Air Conditioning Maintenance	35,663.00
Carpet Replacement under Insurance	28,570.00
Less Insurance Contribution	-28,570.00
Capital Expenditure Total	<u>35,663.00</u>

Comments

1. Significant improvements to Parish property were made possible during 2019 thanks to an anonymous bequest in the vicinity of \$81,000 - ie. New air-conditioning and retaining wall repair.

2. The Parish has maintained the Timeshare membership at the Murray Valley Resort Yarrowonga. The entitlement for 2 weeks accommodation annually is gifted at the discretion of Fr Jerald and the Pastoral council. There are currently 5 weeks available, 4 of which need to be taken or at least committed by August, and 2 have been recently offered.

Prepared by : Harry Martin

VISITATION GROUP

This group was set up to do home visitations to sick and bereaved parishioners and Jan Prendergast is the facilitator of the group. Jan is currently on leave to care for her dear husband Frank who has also been a long term member of this group. Those needing a visit are referred to the group by the Parish Priest or parishioners.

There is a lovely band of six ladies who carry out this work which includes a weekly rostered visit to Donvale Rehabilitation Hospital. This visitation is separate from the Communion Ministry which visits each Sunday. So many of those visited have expressed their gratitude for the visit. If you know of anyone who is isolated, unwell and about to have a rehabilitation stay at Donvale Rehab and would like a visit, please contact Lisa in the Parish Office with details.

SERVICE AND SUPPORT

KNIGHTS OF THE SOUTHERN CROSS

The Doncaster/Templestowe Branch incorporating Heidelberg Branch ,currently has 35 members

Having successfully completed the 2018 raffle, we were able to support a needy student from each of our Parish schools with a \$500 bursary .Candidates were selected by PP Father Gerald Mariadas, and each respective School Principal.

1. Each year the branch conducts an enjoyable spit roast in September, last year we booked for 46, however 54 troops arrived. So please book before you come.
2. Our Brothers have called bingo weekly at Pioneer Village for 21 years.
3. Doncaster Branch continued to support our various charities ,with \$500.00 cheques each.
 - Victims of Abortion.
 - Eastern Palliative Care.
 - Open Doors.
 - Good Samaritan.
4. Each year the branch continues to erect our Christmas crib ,in Bulleen Village Shopping Centre. project we have now completed for thirty five years in the City of Manningham.
5. Each November we remember our Deceased brothers with mass celebrated at St Clement of Rome ,Bulleen followed by morning tea.

Our Funds are mainly derived from the raffle, Bunnings Barbeque. Tattslotto, and profitable social events.

Welcome



" I arrived slightly late to the sanctuary as a visitor one day, having struggled to get my infant son's rainy coat off him in the foyer. Opening the sanctuary door I was literally grabbed by the shoulder, spun around, and told by an usher to stay put until the opening prayer was over. As a seminary student at the time, my tolerance as an unknown visitor to this church was likely higher than most church shoppers. But needless to say, I never went back."

The following is a list of ways congregations, and more specifically you as a member of a congregation, can love any and all who walk through your doors. This list is adapted from the book [Now Go Forward](#) by J. David Eschelman.

- Every church member is a host and not a guest. Making visitors feel welcome is primarily the responsibility of members, not the nebulous "church."
- The most important person for a visitor to talk to in order to feel at home in a new church is you. It is not the pastor, or the greeter, but a regular attender. Eschelman says "One of the most impressive gestures we can extend to first time visitors is for people with no official position to take the initiative and welcome them."
- Treat first time visitors as guests of God, not strangers.
- Smile at everyone and offer your hand.
- Look people in the eye and smile.
- Take the initiative; don't wait for visitors to initiate conversation with you.
- Learn people's names and remember them.
- Use [only] appropriate and allowed Touch such as a hand shake or a gentle pat on the back.
- Ask questions and learn about your guests. It is better to express interest in them than it is to try to "sell" your church.
- Listening is a very effective way to show love.
- Greet children at their level.
- Let children be children. Yes! Families love children's church and child care. We also love it when you allow us to decide if our children should remain with us in worship. And even more, when you love our kids as kids (crying, playing, and singing!) and don't expect them to be grown-ups.

Bernard Ferré
22 - 03- 2020

Parish Annual Statistics

Baptisms	12
First Holy Communion	26
Confirmation	30
Funerals	11

CLOSING PRAYER

God of our lives,

You are always calling us to follow you into the future, inviting us to new adventures, new challenges, new ways to care, new ways to touch the hearts of all.

When we are fearful of the unknown, give us courage.

When we worry that we are not up to the task, reassure us that you would not call us if you did not believe in us.

Remind us that you can bring change and hope out of the most difficult situation.

And for all you call us to be, to do, to remember and to dream, we thank you and praise you. For you are with us now, and forevermore.

Amen.
