



ST KEVIN'S TEMPLESTOWE

ABN: 48 230 838 560

26- 44 Herlihy's Road,  
Lower Templestowe, 3107  
Office phone: 03) 9850 5983  
*All Correspondence to:*  
PO Box 985, Templestowe 3106  
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## Parish Council Agenda 7<sup>th</sup> August 2025

- 1) Opening Prayer from Fr Anton
- 2) Apologies
- 3) Parish updates – questions arising from circulated reports and matters arising from minutes of previous meeting.
  - a) Fr Charles' report including results of Mass time survey.
  - b) School Principal report – Gabee Leone.
  - c) Pastoral Worker's report – Ana Saro.
  - d) Finance report – David Hii.
  - e) Social Justice report – John Costa
  - f) Chair report – Pauline Erickson
- 4) Other matters for discussion.
- 5) Next meeting Thursday 4<sup>th</sup> September 2025 at 2.30pm.



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## St Kevin's PPC Meeting 7<sup>th</sup> August 2025

### Minutes

The meeting opened at 2.30pm.

Present: Fr Charles, Fr Anton, David Hii, Ana Saro, Claudia Raiola, John Costa, Adrian Teo, Carmel Shiel, Peter Sheehan, Pauline Erickson.

Apologies: Margaret Turner, Gabee Leone.

Opening prayer. Fr Anton led our reflective opening prayer, asking the Holy Spirit to be with us and guide us in our decisions.

### Reports

Fr Charles:

- 1) Mass survey results. Overall, a majority yes vote with a varied time choice. Council voted for 9.15am to begin on 31<sup>st</sup> August. Fr Charles will make the announcement over the weekend of 16/17<sup>th</sup> August.

Note: The start date has since been amended to 14<sup>th</sup> September to allow more time for music/choir and roster adjustments. Announcement still to be made 16/17 August.

- 2) Alpha began on 6<sup>th</sup> August.
- 3) Evangelisation Position. The position description has been circulated.
- 4) Andrew Ministry. A pilot on the youth inclusion theme has begun at St Greg's.
- 5) St Charles School. No further information on the future of the site. Fr Charles seeking updates.
- 6) Carlo Acutis evening a great success.
- 7) Audit. The archdiocese to be audited for Childsafe/Safeguarding compliance over the coming months. Our parish is well placed but each of us must be sure that our safeguarding compliance is up to date.

Fr Anton: Fr Anton gave Council a summary of his pastoral work and care within the Melbourne Tamil community and his ongoing duties as assistant priest at both St Kevin's and St Greg's.

Pastoral worker. Ana Saro. Ana's work continues in the areas of the Sacramental program, safeguarding, outreach and nursing home visits, youth group, play group, bereavement team and St Vincent de Paul group.

Finance Report, David Hii. David advised that the parish will conduct a survey to ascertain interest in the columbarium project. The survey will present a range of prices. It was decided by council to wait until after the Mass time change before presenting the survey to the parish.

David presented the architectural design for the modifications to the sanctuary. The design needs further discussion and will continue at the next meeting.

Note: John has since made the suggestion by email, that a visual “in the church” example could be helpful in making that decision.

David reported on the parish’s safeguarding status.

School Report, Gabee Leone. Gabee (in absence) reported on a visit from the Manningham Mayor and the recent grade 6 Speech competition.

SJA report. John Costa. John reported on

- 1) a presentation to St Kevin’s grade 5 and 6 students on Parish Social Justice.
- 2) A discussion with Catholic Social Services Victoria.
- 3) SJA and Pastoral worker discussion on activities and collaboration.
- 4) SJA Online promotion and communication.
- 5) Ongoing routine SJA activities and vision for the future.

Chair report. Pauline Erickson. Pauline presented proposed steps leading to a training session for our current lectors and commentators. It will not be put in place until the new Mass time has been announced and the volunteer status in consideration of the change be ascertained.

The current roster will be modified to accommodate the new Mass time. Pauline to organise.

Pauline raised the subject of a possible discretionary fund to help people/families in need as identified by Fr Charles, Ana and SJA. John informed Council that in the past, the parish’s second collection had contributed to such a fund. The idea needs further exploration and SJA advice/discussion...perhaps at a wider parish level. To be continued.

Meeting closed at 4.15pm

Next meeting: Thursday 4<sup>th</sup> September at 2.30pm.



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31<sup>st</sup> July 2025

### Report from Chairperson – Pauline Erickson

#### Training

At the July PPC meeting it was suggested that some training be put in place for our Lectors and Commentators. Fr Charles asked me to put the wheels in motion and Ana Saro offered to help.

With the likelihood of a change in Sunday Mass times, I felt that it would make sense to wait until that decision is made. There is a possibility that such a change gives rise to a rethink, especially for our older volunteers.

The plan is as follows:

- 1, Wait until the new Mass time is set in place.
2. Contact all volunteers by email to ascertain any change in volunteer status in view of the new Mass time.
3. Use the platform of the new Mass time to introduce the idea of a refresher session for Lectors and Commentators.
4. Collaborate with Charles and Ana on the format and content of the session.
5. Choose two dates, one for 5.30pm people and one for Sunday people.
6. Email all Lectors and Commentators and encourage all to attend.

#### Current Roster

If the decision is made to change the Sunday Mass time and that change is implemented in the near future, rather than “scrap” the current roster which runs until the end of October, I suggest it be left in place and modified to accommodate. I am happy to examine, contact the volunteers and advise the office of the modifications. I would need direction re the PowerPoint operation and advice on who to contact,

Groundwork for the next Mass roster beginning in November would start on my return from holidays in mid September.

#### Individuals and Families in Need.

At the July meeting, some time was spent in discussion re this Parish problem, but without any firm solution apart from the ongoing work of Ana, the newly formed St Vinnies group and the Social Justice group. I suggest that further discussion take place re the establishment of a discretionary fund, financed by the Parish. Thoughts from PPC members?



My thoughts on what's been happening for the past month:

1. Amalgamation of Masses: we can discuss this in detail but the survey to date has 95% Yes to make a change to amalgamate; 100% disagreement between 8:30 am and 10:00 am about the time for a changed Mass time.
2. Alpha is starting up again: 6<sup>th</sup> Aug.
3. Hiring an evangelisation leader stalled due to my pondering the actual scope of the role needed and discussing this with various people. I am thinking we will not proceed with a "Lay Ecclesial Leader" at this point as the circumstances of the parish do not warrant this type of role.
4. Liturgy Groups (both parishes) will undertake a Saturday 10-1 workshop with Fr Frank O'Loughlin seeking to delve behind the Mass and into a session on "Symbols" in the Mass and into "What Jesus Did". Frank is eminently qualified as a retired parish priest, theologian and liturgist and author to help guide in the 'opening up' of the Mass.
5. MACS:
  - a. I had a good discussion with Brian Grace, a Regional Principal Manager (not sure of title) about the direction the Religious Education Curriculum is heading and how the various visions for instruction etc are progressing. The good thing about the meeting was to be meeting: a specific meeting with the PP about the schools.
  - b. No further information on St Charles Borromeo School future. I am emailing this evening to seek an update.
6. Called to preside for a funeral for a parishioner from the Meredith Parish – amazing woman – still doing formal studies in her mid-90's (and excelling).
7. Carlo Acutis evening: 130+ people came along – the session on what it means to evangelise and to be missionary seem to go well and complemented the session on Bl. Carlo Acutis himself. The session on Bl. Carlo was more a personal reflection by Damian than a CV of the saint but gave a deep insight into how his charism enters into people's hearts.
8. The archdiocese will be audited for its Childsafe/Safeguarding compliance and opportunities for improvement/growth. This will happen over the coming four months with selected parishes to learn in early August that they are being audited with their audit happening in October. David can give more detail. We are well placed but please – get all your Safeguarding compliance up to date as soon as possible if it isn't already.

That's about all I think.

God bless,

Charles

Fr Charles Balnaves  
Parish Priest St Gregory the Great Doncaster  
And St Kevin's Templestowe  
Acknowledging the Wurundjeri People  
Traditional custodians of this land with which I live.

## **Pastoral Worker PPC Report July 2025.**

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### **Sacramental Program.**

First Eucharist – 8 enrolled. Series of 5 classes start on Monday 1st September.

### **Safeguarding.**

- WWCC and COC continue to be updated on PACEM.
- Safeguarding meetings continue monthly.
- A new series of dates for Safeguarding Essentials training.
- Audit

### **Outreach and Nursing Home Visits.**

- Continue to visit 3 nursing homes a week. Templestowe Manor has worked with me and we are now doing a monthly morning tea after Thursday mass – the residents are bussed out to us.
- Bookish Morning tea continues and is growing. We now average 6-8 people each time. Lots of fun!!

### **Youth Group.**

Average 20-25 teenagers. The August theme is 'Masterchef!'

### **Playgroup.**

7 families enrolled. Three enquiries this week – 2 families are coming to trial it on Monday – aim is to get 10 families.

### **Bereavement Team.**

Continues to work well – one volunteer assists with the set up of mass and I do carpark duty!!

### **St Vincent De Paul**

We have a dedicated team of 4 – Marie Holt, Jenny Coates, Adrian and myself.



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## **BUSINESS MANAGER REPORT – AUGUST, 2025**

### **Columbarium (Wall Niche)**

The Parish will carry out a survey to find out if parishioners are interested in the columbarium project and how likely they are to buy a niche at different prices. The results will help decide whether to move forward with the project.

### **Modifications to the Sanctuary**

Attached are the proposed design alterations to the sanctuary, provided by Law Architects. The key changes include:

1. Extension of the sanctuary space
2. Replacement of the existing altar with a smaller one
3. Relocation of the altar to a position closer to the congregation

### **Australian Catholic Safeguarding Limited (ACSL) – Safeguarding Audit**

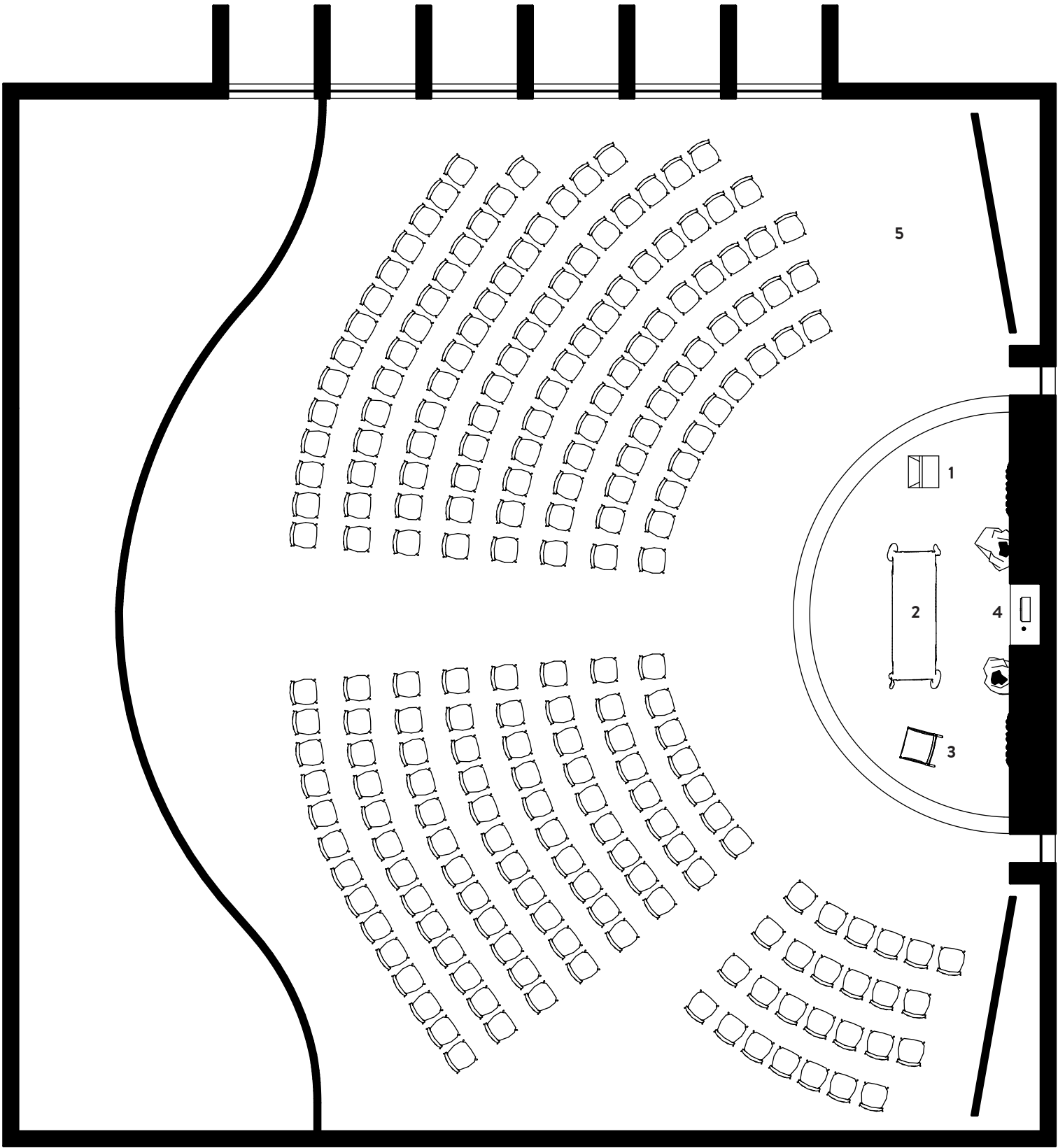
We currently have a total of 79 volunteers. Of these:

1. 13 volunteers have yet to obtain their Working With Children Check (WWCC)
2. 8 have yet to sign the Code of Conduct (COC)
3. 24 have not yet completed the required safeguarding training

Our immediate priority is to update the safeguarding documents on our website and to review and submit the Safeguarding Self-Assessment Tool.

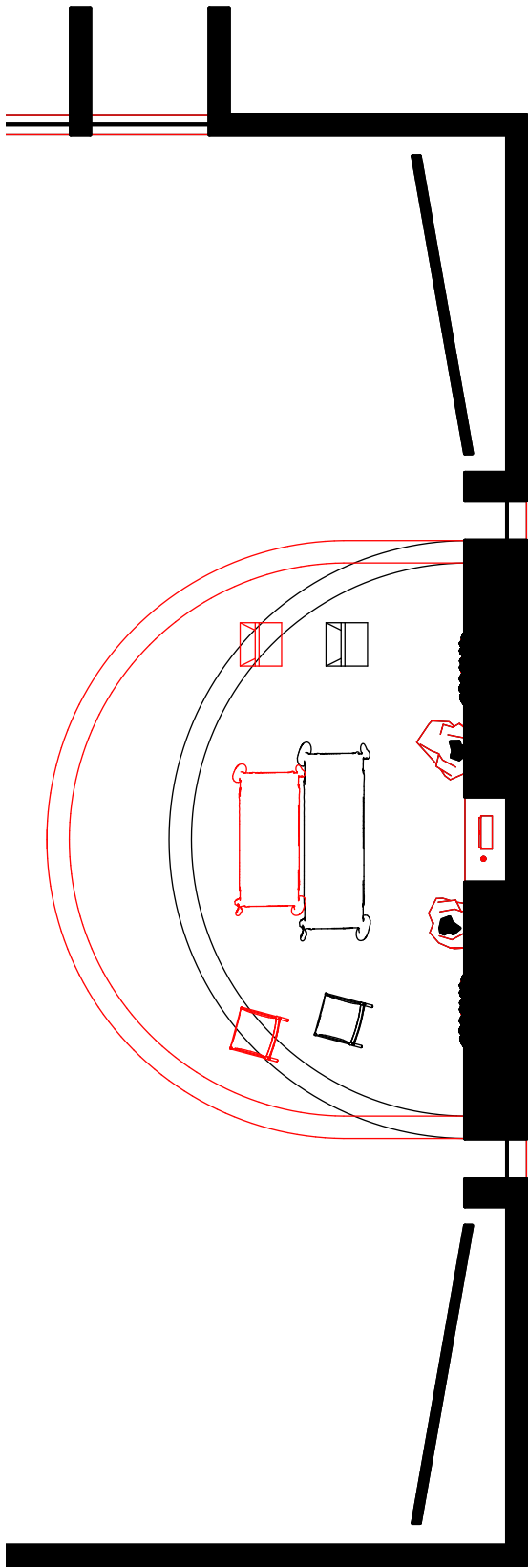
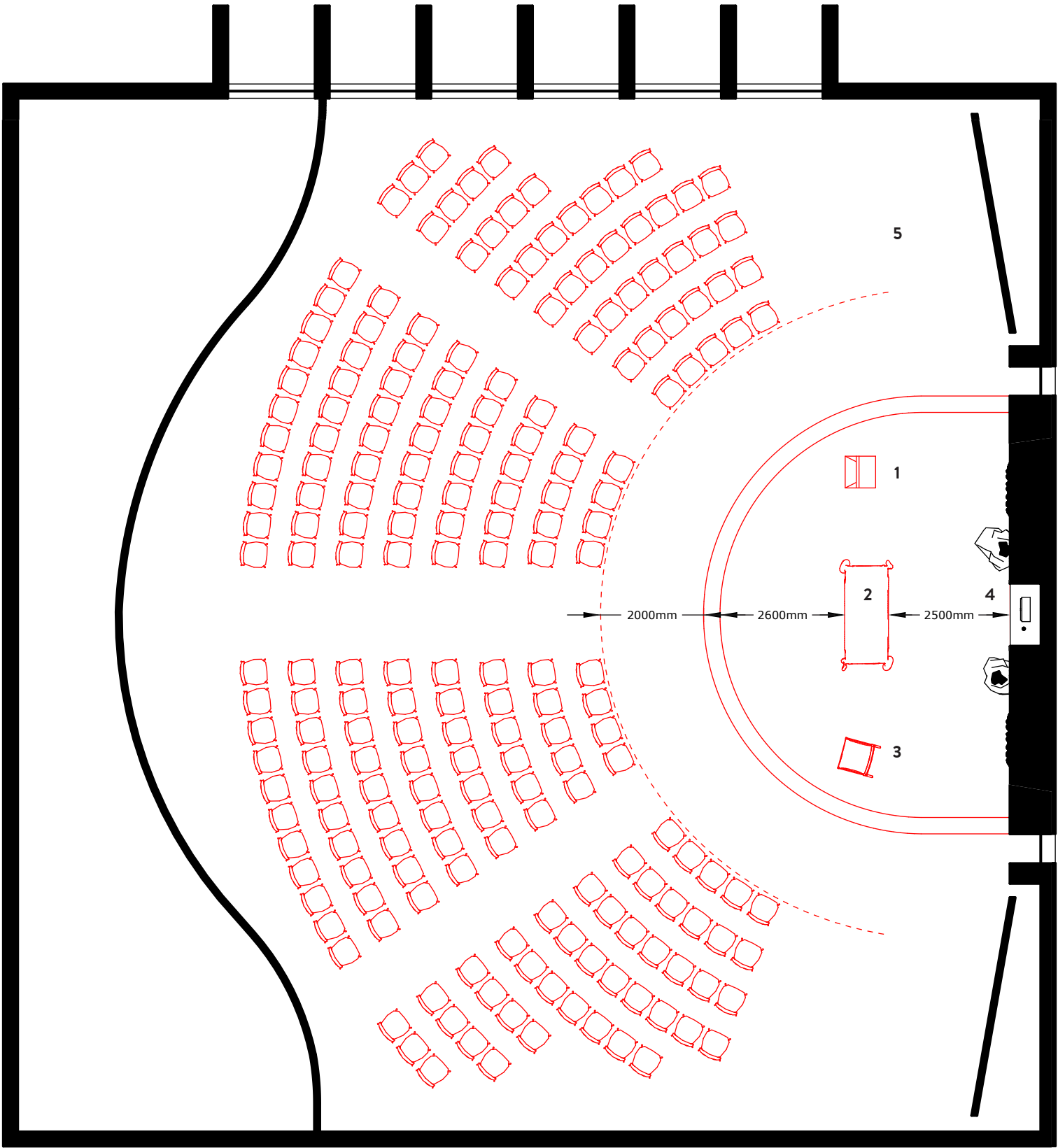
LEGEND

- 1 AMBO
- 2 ALTAR
- 3 PRESIDER'S CHAIR
- 4 TABERNACLE
- 5 CHOIR/MUSIC
- EXISTING



LEGEND

- 1 AMBO
- 2 ALTAR
- 3 PRESIDER'S CHAIR
- 4 TABERNACLE
- 5 CHOIR/MUSIC
- EXISTING
- PROPOSED



EXISTING & PROPOSED  
OVERLAYED





EXISTING CHURCH LAYOUT - NAVE & SANCTUARY

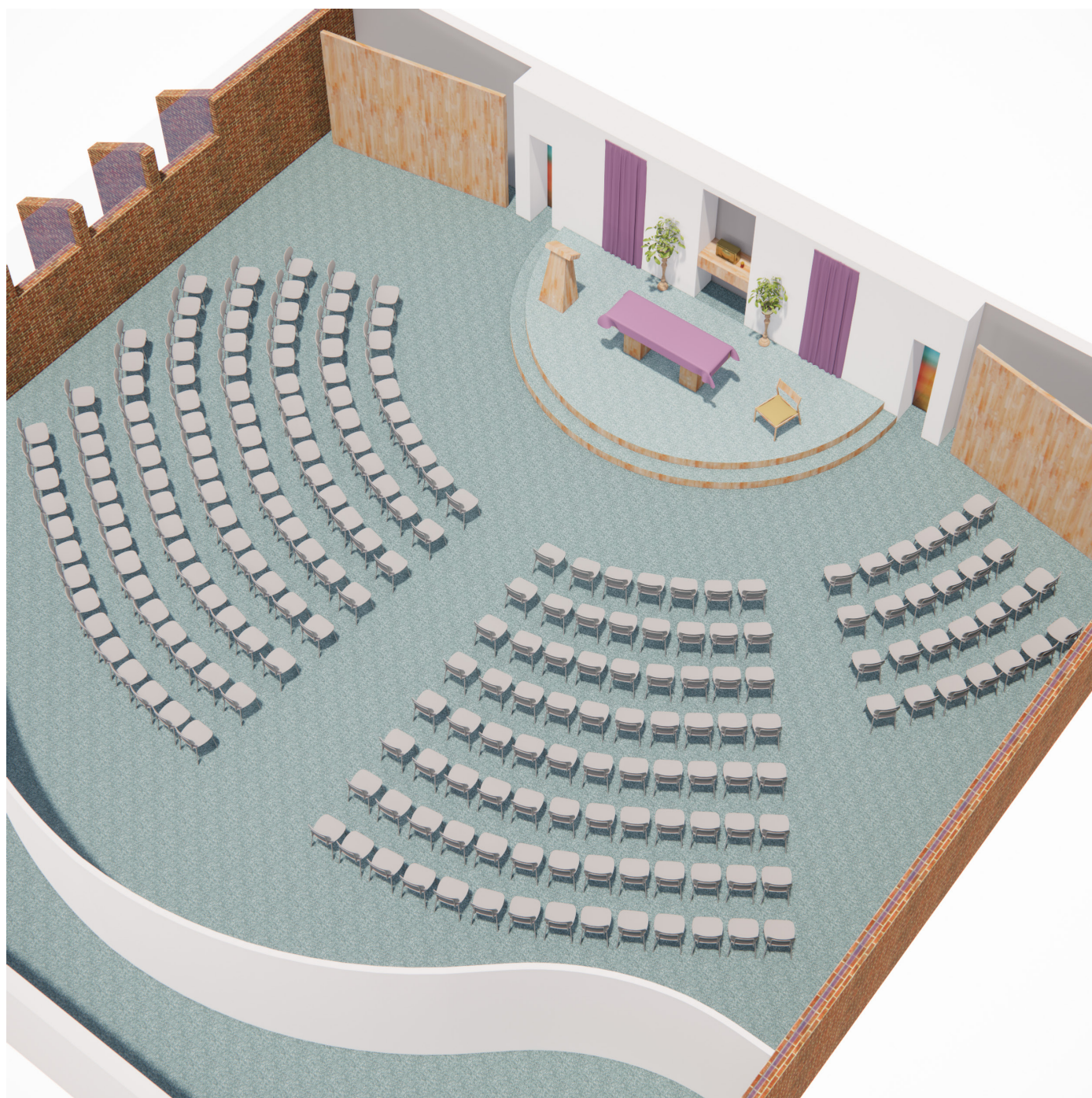


EXISTING ALTAR & TABERNACLE

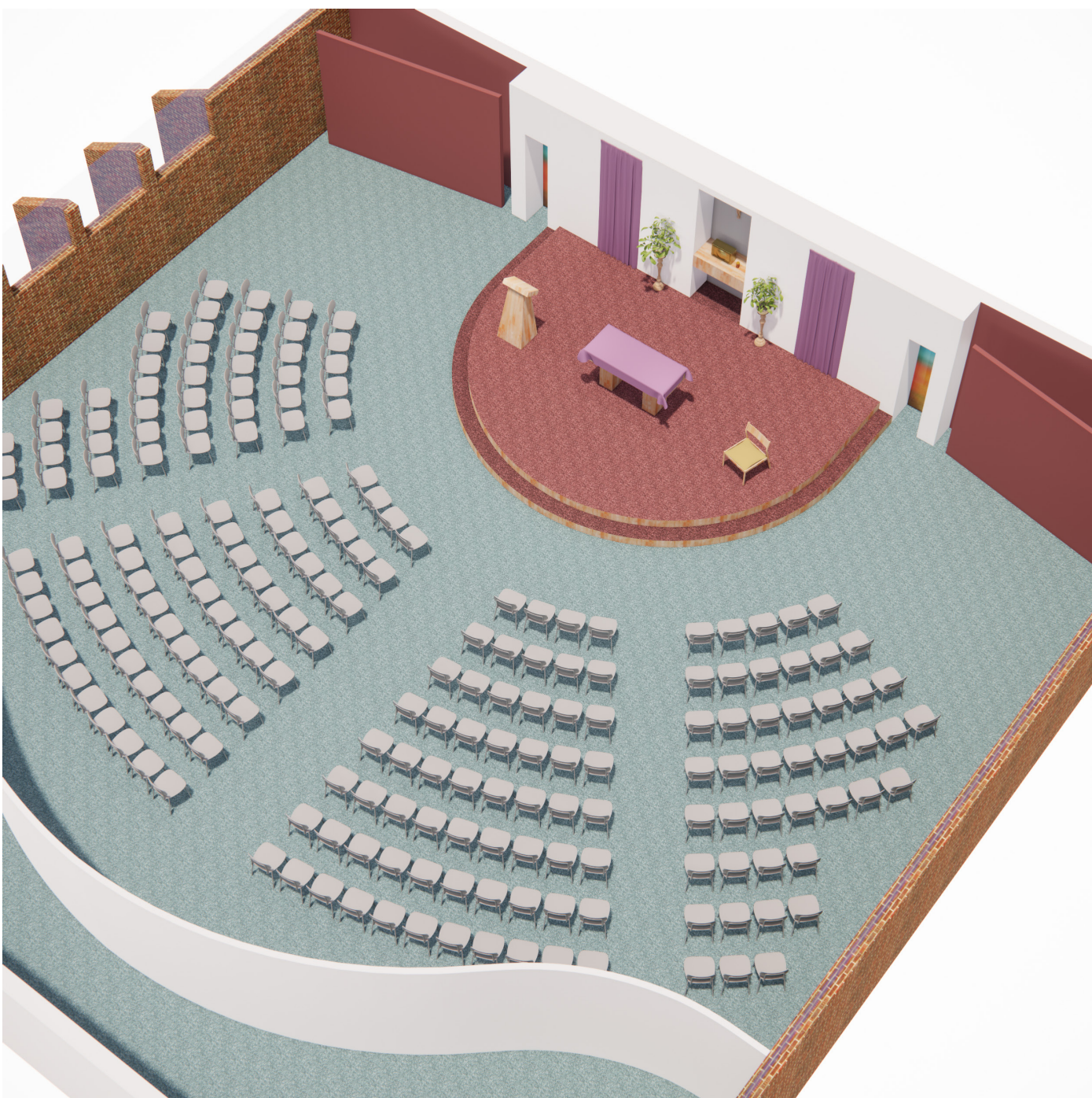


EXISTING SANCTUARY





EXISTING CHURCH LAYOUT - NAVE & SANCTUARY



PROPOSED CHURCH LAYOUT - NAVE & SANCTUARY





### Wall Niche Survey

Issue	Very Interested	Somewhat Interested	Not at All Interested
I would be interested in purchasing a wall niche at St Kevin's. All niches are double niches.			

If yes, please provide: (Optional)	Name	Phone no

Cost	Very Interested	Somewhat Interested	Not at All Interested
If the cost of a wall niche space per individual excluding plaque was \$2,000* (80% cost of Eltham Cemetery/Anderson Creek Cemetery)			
If the cost of a wall niche space per individual excluding plaque was \$3,500* (80% cost of Templestowe Cemetery)			

\* Expected cost of plaque - \$300 to \$700.

### ST KEVIN'S CATHOLIC CHURCH - PROPOSED COLUMBARIUM



VIEW 01



VIEW 02





## **Social Justice Action**

### **St Kevin's Parish Templestowe**

#### **Report to Parish Pastoral Council Meeting, 7 August 2025**

##### **1. Presentation and Discussion with St Kevin's PS Yr 5&6 students on Parish Social Justice**

At the invitation of Lil Cesarin, Year 6 Teacher at St Kevins PS and the day before my recent OS holiday departure I presented to and interactively discussed St Kevin's Social Justice activities with engaged/enthusiastic Year 5&6 students (including those recently confirmed) and how they might engage in SJ. As reported in the Parish Newsletter, July 26/27, that has already prompted them (after their school holidays) to eagerly start exploring possibilities.

##### **2. Follow-up Discussion with Executive Director, Catholic Social Services Victoria (CSSV)**

The last SJA Committee Meeting decided to proceed at an appropriate time to be confirmed i) to arrange a live presentation on Catholic Social Justice values and services by CSSV, and ii) to arrange a presentation (perhaps via Zoom) by a young Refugee Lawyer whose career choice was triggered by a St Kevin's Parish Social justice event 'Road to Refuge' she attended several years ago as a then Secondary School student (arranged then by Fr Gerry).

##### **3. SJA & Pastoral Worker discussion on activity associations & collaboration**

Ana attended the start of our last SJA meeting, and clarified that the new role she in conjunction with Adrian is now undertaking for the Parish is in fact a standard 'St Vincent de Paul Conference', as at St Greg's, and elsewhere, and would not clash with existing Parish SJA activities. Notwithstanding SJA's strong existing relationship with 'Vinnies', no conflict is envisaged and we will remain in communication on matters of possible common interest. It was further agreed that Ana would continue to explore her previous initiative with Tiziana at the time for a possible SJA presentation to a Parish Youth Group.

##### **4. Social Justice Action - Online Promotion and Communication**

(As previously foreshadowed). A previous SJA proposal for promoting the whole Parish was supported in principle by the PPC but considered unlikely to succeed. Subsequently and as an alternative solely for SJA promotion, based on already existing past Parish arrangements that have somehow lapsed over the years SJA now plans to reactivate these in promoting SJA activities of potential interest to wider communities. We now plan to *redeploy* existing (and some new) nominated/accessible external community websites (together with some selected Parish websites – as is already current practice), and now plan simply to advertise/promote appropriate SJA events via these websites, including items in '2' above.

##### **5. Ongoing routine SJA Activities**

These include 2<sup>nd</sup> Collections & associated planning; Possible *selective* 2<sup>nd</sup> Collection collaboration with St Greg's; Visiting and or bringing disability persons to Mass; Future Parish Collection campaigns, Future SJA Planning in the now full context of 'synodality'.



For PPC Meeting

05/08/25

<b>Mayor Deirdre Diamante</b>	<p>Cr Deirdre Diamante visited St Kevin's last term and she spoke to the Year 5 and 6 students about her duties as Mayor of Manningham. She explained her story and the process of electing a mayor. The students and teachers asked questions about her role and the changes in laws over time.</p> <p>The students and teachers voted for areas that they would like to see additional funds and/or reviewed -</p> <p>The three most voted areas were</p> <ul style="list-style-type: none"><li>● Focus on aged care and elderly resources in the community</li><li>● Pet care and resources</li><li>● Maintenance and improved facilities</li></ul>
<b>Speech Competition</b>	<p>This term, our Year 6 students have been developing their public speaking skills, each crafting and delivering a persuasive piece of writing. From this rich learning experience, Keizen, Cormac, and Nathaniel were selected for consideration to represent St Kevin's in the Rotary Club of Templestowe 2025 Primary School Speech Contest.</p> <p>Due to competition rules allowing only two representatives per school, Cormac and Keizen went on to participate in the event, held on Wednesday (18th June) evening at Doncaster Secondary College.</p> <p>Cormac presented <i>"The Superpower I Would Like to Have"</i></p> <p>Keizen presented <i>"The Person Who Influenced My Life the Most"</i></p> <p>I was incredibly proud of both students for their confident delivery, clear projection, and engaging content. Presenting in front of an unfamiliar audience and in a new environment is a significant</p>

challenge and both boys rose to the occasion with courage and poise. They truly entertained the audience and represented St Kevin's beautifully.

All participants on the night were recognised for their efforts with a \$50 Bendigo Bank voucher, a generous and well-deserved reward.

A heartfelt thank you and congratulations to Lil Cesarin and Andrew Puls for their dedication in coaching and supporting all students throughout this process. Public speaking is a vital 21st-century skill, and the growth our students have shown is a credit to your leadership and guidance.

We are also thrilled that Keizen, Cormac, and Nathaniel presented their speeches at our whole-school assembly on Tuesday, 1st July.

As Marlene Sinclair from Toastmasters shared on the night:

*"Outstanding work!"*

<b>St Kevin's Athletic Day</b>	<p>On Wednesday 6th August, St Kevin's Primary School held our annual Athletics Carnival. Students from Prep to Year 6 participated enthusiastically in a variety of athletic events, proudly representing their house colours in the race to become the St Kevin's Athletics Carnival Champions. Thank you to Mr Montalto and Yr 6 leaders for setting up and running the event.</p> <p>Students competed in both track and field events. The running events included the 100m, 200m, 400m and 1500m races, while the field events featured shot put, discus, long jump and high jump. Competitors were grouped by age: 9, 10, 11, and 12/13 years.</p> <p>Points were awarded to the top four finishers in each event, contributing to their house's overall score.</p> <p>🎉 Congratulations to <b>Fitzsimmons</b> (Green house) for being crowned the 2025 St Kevin's <b>Athletics Carnival Champions!</b></p> <p>👏 A special shout-out to <b>Sheahan</b>, who were awarded the <b>Spirit Award</b> for showing outstanding resilience, encouragement, and respect throughout the day.</p> <p>Students who finished in the top four of their events may be eligible to represent St Kevin's at the District Athletics Carnival in Term 3. We are incredibly proud of everyone's effort, teamwork, and sportsmanship!</p>
<b>100 Days of Prep</b>	<p>Our amazing Preps have reached a huge milestone – 100 days of school! On Friday the 8th of August they will celebrate by dressing up and participating in fun activities.</p> <p>In just a short time, they've learned so much, grown in confidence, and made wonderful friendships along the way. 😊</p> <p>To celebrate, they had a fun-filled day with their classmates, sharing laughs, activities, and making memories. 😄</p> <p>What an exciting journey it's been – and there's still so much more to come!</p>
<b>Staff Change</b>	<p>Bianca Di Giovanni will be moving to St Martin of Tours in Rosanna, where she has accepted a new classroom teaching</p>

	<p>position. We thank Bianca for her dedication and valuable contributions to our school community, and we wish her all the very best in her new role. Bianca's last day at St Kevin's will be Friday, 8th August.</p> <p>As a result of this change, we are pleased to announce that Daniella Polychronopoulos will be sharing the classroom teacher role with Gianni Montalto. Daniella is an experienced and passionate educator who already is familiar with the students in the class</p>
<b><i>Prep interviews</i></b>	<p>Eva and I have been conducting Prep 2026 Interviews the last two weeks. I have enjoyed meeting and greeting the parents while Eva completes a quick literacy and numeracy screener. The families are so excited to commence their St Kevin's journey.</p>