



ST KEVIN'S TEMPLESTOWE

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PPC Agenda 2nd October 2025

- 1) Opening prayer. Margaret Turner
- 2) Apologies.
- 3) Matters arising from the minutes of September meeting.
- 4) Parish updates
 - A) Fr Charles
 - B) Fr Anton
 - C) School Principal – Gabee Leone (? School holidays)
 - D) Pastoral Worker – Ana Saro
 - E) Finance - David Hii
 - F) Social Justice – John Costa
 - G) Chair – Pauline Erickson
- 5) Other matters for discussion
 - A) Planning for a forum.
 - B) Future of St Charles Borromeo site.
 - C) Workshop day for PPC to set direction.
 - D) Change of Mass time...feedback?
- 6) Next meeting Thursday 6th November 2025 at 2.30pm.



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St Kevin's PPC Meeting

2nd October 2025

Minutes

The meeting opened at 2.30pm.

Present: Fr Charles, David Hii, Adrian Teo, Pauline Erickson, John Costa, Peter Sheehan and Margaret Turner.

Apologies: Carmel Shiel, Ana Saro, Claudia Raiola and Gabee Leone.

Opening Prayer: Fr Charles read the Gospel of the day from Matthew. The text reminded us that we need to become as humble as children to live our lives fully in Jesus.

Parish Updates.

Fr Charles.

- 1) St Charles Borromeo site. Fr Charles reported that planning for the site will be run under a formal process led by the Archdiocese of Melbourne property team (CAM) with the process run by Grace Dean. The first element of this process is to arrange for the formal hand over from operation/management by MACS to St Kevin's Parish, under the Roman Catholic Trusts Corporation. Following that hand over, a formal process of inviting and evaluating expressions of interest for use will be undertaken. Fr Charles, with the business manager has agreed with CAM that the process should be open to all offers of use, recognising that our preferred use would still be for education, especially Catholic education. There are several possibilities that have already been mentioned. As part of the process, the parish will need to write up a Master Plan for the parish, which would include ideas about the sorts of things we would like to do in order to make the best use of any funds that may arise from future use of the property.
- 2) Safeguarding audit happening at St Greg's this week. Thanks to all concerned for your preparation.
- 3) Australian Catholic Youth Festival. We have three young people from St Kevin's attending as part of a joint group with some people from St Greg's. Costs involved will require some fund raising.
- 4) Preparation for the Sacramental program for 2026 will begin on 9th October with St Kevin's and St Greg's involved.
- 5) Fr Frank O'Loughlin joined us for a day of reflection on the Bread/Body Wine/Blood and the structure of Mass. Members of Liturgy committees from both parishes were involved and further sessions are planned to include those in Eucharist ministry and eventually the wider parish.

6) Fr Charles celebrated four years in the Parish on 8th September and attended the last required session for priests ordained under ten years.

7) Men's group has not met regularly. At the next gathering, ways will be sought to ensure that the group continues with energy and life.

8) The successful third Alpha program has drawn to a close. Thank you to all concerned. We are building a group of people ready to lead Alpha and to help start other groups such as Connect Group and Faith Formation. Planning for the next Alpha in February 2026 is underway.

9) Fr Charles wishes to express his deep gratitude to Peter Norman, our retiring accountant, for the massive contribution he has made over the last thirteen years. Thank you Peter. David to advise on the process for Peter's replacement.

10) Discussions at St Greg's re further sessions such as the recent St Carlo Acutis. No.5 above could be one topic.

At the September meeting, a forum discussing synodality, plans for the parish and evangelisation were discussed. We are looking for someone to help organise that meeting. Who could help?

11) Jude (as we knew him) was ordained on 20th September. Congratulations Fr Tuong Nguyen.

12) Low response to Columbarium survey.

13) A maintenance schedule needs to be prepared for the purpose of tightening bolts and the like. Who could help?

14) The big altar is to be reduced in size as part of the changes to the Sanctuary.

School Principal

Gabee is on school holidays and forwarded her report by email. Macseye, a new before and after school care provider will begin at the commencement of term 4. School performance went well. Senior building has undergone important upgrades.

Social Justice

John advised that social justice group continuing its ongoing work.

Pastoral Worker

There was no report from Ana.

Finance

David advised of the low interest in the survey on the Columbaria. Council voted to put the idea on hold. David reported on St Kevin's current status re safeguarding with numbers still requiring attention.

Chair

Pauline advised that the Formation session for commentators and Lectors was taking place on 4th October with 15 to 20 participants expected.

Meeting closed at 3.55pm. Next meeting 6th November 2025 at 2,30pm.

Welcome to another PPC meeting.

Here are some notes from what has been happening for me.

1. St Charles Borromeo School: I have authorised the Archdiocese to formally start a process of hand over of the school site from MACS to the parish and to initiate a formal process of seeking interest in future use of the site.
2. Safeguarding: keep St Greg's in your prayers: the Audit happens next week. And congratulate David on how he has prepared us – with the massive help of others of course.
3. Funerals: we have had several funerals over the past month – still not as many as I had been led to believe.
4. Australian Catholic Youth Festival: a moment of encounter with the Holy Spirit: we have three young people from the parish attending. They will be part of a joint group from both St Kevin's and St Greg's. \$390 each plus food and transport. We will be doing some fund-raising and have held a special collection.
5. Preparation for Sacramental Program for 2026 will begin on 9th October with St Kevin's and St Greg's involved.
6. Fr. Frank O'Loughlin joined us for a day of reflection on the Bread/Body and Wine/Blood and the structure of the Mass: members of the liturgy committees of both St Greg's and St Kevin's attended. Greatly valuable. We are planning a session for ministries closely involved with distributing Holy Communion and then with the whole parish.
7. I celebrated 4 years in the parish on 8th September. On the 1st of October I attended the last of the sessions I need to attend for priests ordained under 10 years. Another milestone ☺
8. School Concert: The Sleepover – excellently well done – great to see everyone involved. I went to the matinee and there were some hiccups (that added to the ambiance) and the main show the next evening was apparently even better.
9. Men's Group: has not met regularly – we keep on being otherwise engaged – we will discuss this at the next gathering to seek ways to ensure that the group continues with energy and life.
10. The third full Alpha program has drawn to a close – very successful: thank you to all who made it work so well and to all who participated. We are building up a good group of people to help with leading Alpha and to help with starting other groups like Connect Groups and Faith Formation. Planning for the next Alpha is beginning – to be held Feb-April 2026. Possibly with a dual anyone / young adult participation.
11. We have been unsuccessful with hiring an Evangelisation Leader – we will continue seeking the right person – but will modify the position description to perhaps make it more attractive.
12. Parish Accountant: David will discuss the process for getting a new accountant after Peter Norman retired effective later this year. but I want to put on record my deep appreciation for the massive contribution Peter Norman has made over the past 13 years. Thank you Peter.
13. Discussions at St Greg's are suggesting we should run a number of evenings, analogous to the one we had about St Carlo Acutis recently. Maybe 3 during next year. Liturgy (Frank O'Loughlin) could be one.
Last meeting we also discussed having a forum for St Kevin's Parish to ... talk about synodality, and the plans for the parish, and evangelisation ... no set agenda yet. Who will step forward to help organise this (presumably) evening? Please.
14. Tuong Nguyen is not Fr Tuong: he was ordained on 20th September. [Congratulations](#) Fr Tuong. We are thinking to ask him to come out and celebrate Mass with us at St Greg's and St Kevin's at some time. Not sure when.
15. David can talk about Columbarium in detail but ... low response to survey ... who may not have responded that you think may be interested?
16. Church Maintenance: I discovered 20% of the black framed chairs had loose bolts with four chairs terminally unsafe by the time I got through checking / tightening for all the chairs. Maintenance ahead of the game is needed. Who can help David to prepare a maintenance schedule so things like tightening bolts happen on a planned basis.

17. Change of Mass time to 9:15 am on Sunday: Successful? I'd like your comments please. I know we lost some people. What are you hearing?

I think that encapsulates the month moderately. I don't think I've missed any big things that have happened or are coming up.



BUSINESS MANAGER REPORT – OCTOBER, 2025

Columbarium (Wall Niche)

The Parish has carried out a survey for two weeks to find out if parishioners are interested in the columbarium project and how likely they are to buy a niche at different prices.

To date, we have received only 3 responses.

Our proposal is to have 44 wall niches.

Modifications to the Sanctuary

Father Charles will be meeting with architect Sandy Law and her assistant on 3rd October, 2025 at their office to further discuss various design models for the proposed alterations to the sanctuary.

Australian Catholic Safeguarding Limited (ACSL) – Safeguarding Audit

St Gregory's Safeguarding Audit is scheduled to take place on 8th October, 2025, from 930am to 12pm. We are well placed and prepared for the audit.

At St Kevin's, we currently have a total of 85 volunteers.

1. 14 volunteers have yet to obtain or renew their Working With Children Check (WWCC)
2. 7 volunteers have yet to sign or re-sign the Code of Conduct (COC)
3. 26 volunteers have not yet completed the required safeguarding training
4. We have received 26 confirmations and acceptances of the Volunteer Overview and Position Description

We have also updated our parish website with the most current safeguarding documents, posters, and information. Additionally, a poster listing the Safeguarding Committee Members has been displayed in both the Gathering Space and the parish office.

Parish Accountant

We have received interest from two applicants for the Parish Accountant position, and have so far interviewed one of them. The candidate we interviewed demonstrated strong interest and enthusiasm for the role.



Social Justice Action

St Kevin's Parish Templestowe

Report to Parish Pastoral Council Meeting, 2 October 2025

1. Ongoing Routine SJA activities

A significant percentage of what SJA does is ongoing and therefore unhelpful and probably uninteresting to include in each PPC report, including routine parishioner communications and ongoing collaborative management of Parish 2nd Collections. However beyond that and varying periodically is substantial support for diverse individuals in need. Among other this currently includes support for an elderly pensioner in an aged care whose highly intelligent and at times very likeable son is a serious drug addict, occasionally trashing properties, currently living off the street, stealing and extracting money, including from his loving but desperate and bereft father in aged care, and now effectively ruining what remains of his father's already fragile life. Others being supported include a young person with a chronic health condition living alone and intermittently on life support; a delightful young person 'on the spectrum' living in very challenging family circumstances, and two separate elderly persons, each living alone, one of whom has already just exceeded his medical life expectancy, though after 6 months in hospital this year is now being well supported at home by Government My Aged Care agencies further supporting his health condition, and periodically providing friendship and transport to others, including to Masses.

2. Progressing collaboration between St Kevin's & St Greg's

As per last PPC Meeting a possible special process and associated joint-fund for managing ad-hoc financial assistance to parishioners and others in the community and Parish with particular ad hoc needs is being explored. Carmel Purdey & I have a first meeting on this with St Greg's Gerald O'Donnell scheduled for 13 October.

3. Nungalinga Visit to our Parish

Our 2nd Collections include occasional support for Nungalinga College, a Combined-Churches supported adult-education Training facility based in Darwin, supported by the Catholic Church, which very successfully equips Indigenous women and men for leadership roles in Churches & Communities. On 23 Oct. pm we will be visited by Lucy Vallentine of Nungalinga College to further update us on their work. Parishioners have also been invited (so far without response).

4. Speakers without audiences

As per previous PPC meetings we have substantial Social Justice topics/speakers. We haven't yet successfully established audience interest. However we're far from giving up, and are actively continuing work on this, as previously done successfully by potentially including (sometimes majority) participation from other parishes and the wider community.



For PPC Meeting

01/10/25

MACEYE	<p>Out School Hours Care MACSEYE (Melbourne Archdiocese Catholic Education Early Years Education)</p> <p>St Kevin's will transition to MACSEYE as our new before and after school care provider starting at the commencement of Term 4, 2025.</p> <p>The first day of service with MACSEYE will be Monday, 6th October 2025.</p> <p><i>Who is MACSEYE?</i></p> <p>MACSEYE is a newly approved OSHC (Out of School Hours Club) provider, established by MACS to deliver high-quality early childhood and school-aged care programs. Their vision is to see every child and family flourish through engaging, inclusive, and values-based care.</p> <p>As a Catholic provider, MACSEYE will work in close partnership with our school and parish community, offering programs that nurture each child's identity, health, and wellbeing. The service will operate in alignment with the National Quality Standards, ensuring a safe, supportive, and enriching environment for all students.</p>
School Performance 'The Sleepover'	<p>Congratulations to everyone for the energy, creativity, and dedication you poured into making our whole school performance such a success. It was a wonderful celebration of our students' talents and the strength of our community.</p> <p>Special thanks to Andrew, whose leadership in Performing Arts brought the production to life. Even when things felt</p>

	<p>challenging, Andrew you showed real persistence and a growth mindset, such a powerful example for our students.</p> <p>A huge thank you as well to all staff for creating opportunities like this one, where students not only perform but also discover and share their unique talents.</p>
Roof repairs in the Senior building	<p>During the holiday period, the senior building has undergone several important upgrades, including:</p> <ul style="list-style-type: none"> ● Roof repairs and plastering ● Installation of new carpet tiles ● Fresh interior painting of ceiling <p>These improvements reflect our continued commitment to providing a safe, comfortable, and welcoming environment for all.</p>
Staff Changes	<p>Kellyann Wilson has resigned from her position as part time 1/2 Class teacher due to family commitments.</p> <p>Eva and I have been interviewing and hope to appoint a new teacher soon.</p>