



ST KEVIN'S TEMPLESTOWE

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St Kevin's PPC Meeting

5th March 2026

Minutes

The meeting opened at 2.30pm.

Present: Fr Charles, Fr Anton, David Hii, Adrian Teo, Pauline Erickson, John Costa, Carmel Shiel, Claudia Raiola, Ana Saro, Gabee Leone and Margaret Turner.

Apologies: Peter Sheehan.

Opening Prayer: Claudia shared a prayer of appreciation and thanks for our world.

Parish Updates.

Fr Charles.

- 1) Fr Charles reported that St Charles Borromeo school/site will be officially handed back to St Kevin's towards the end of this month. The future of the site will then be thoroughly explored according to correct processes including the valuation of the site. Discussion and input will be sought from groups within the parish in order to make the best all round decision.
- 2) There has been a false report from a real estate agent regarding the sale of St Kevin's. This report has been absolutely denied and Fr Charles assured the council that there are no such plans in place for the parish or the school. The false report probably started with the closure of St Charles. Fr Charles will circulate a corrective statement re this rumour.
- 3) There has been some discussion with members of committees of both St Kevin's and St Greg's re the future of the parishes in general. Moving forward, the possible benefits of partnering/amalgamation and financial benefit will be explored. The Parish Assembly meeting, planned for May will further address this subject.
- 4) Fr Charles advised of the Archbishop's announcement of a Synod for the Archdiocese of Melbourne to take place 4th to 6th December 2026. The themes for the Synod are: a) Youth discipleship b) Missionary leadership c) Formation and participation. Further information re involvement will be published in St Kevin's Bulletin. The ordinary way of being Church is to work together with the Holy Spirit.

Fr Anton.

Fr Anton advised of his continuing work in nursing homes, hospitals and the Tamil community.

David Hii: Business Manager

- a) Columbarium The application for the planning permit for the Columbarium has been submitted to Council today (5/3/26).
- b) Sanctuary modification. A contractor has inspected the sanctuary and will submit a quotation for the modification in due course.
- c) St Charles. David advises that in addition to the valuation report, a building report and a maintenance plan for the church and presbytery will also be obtained as part of the Archdiocese's requirements for approval to either sell or lease the site.

Ana Saro: Pastoral Worker

Ana reported on her ongoing work in the areas of St Kevin's Sacramental program, Baptisms, Safeguarding, outreach and nursing home visits, bookish morning tea, youth group, playgroup, and St Vinnies.

Ana and her daughter Charlotte will be attending a mental health First Aid course through St John's ambulance with the intended outcome of being able to help parishioners/youth group attendees who appear to be struggling with anxiety. They will present a talk after Mass on 26/4/26.

Gabee Leone: School Principal

St Kevin's theme for 2026 is "Find Your Light". Staff, parents and students voted on this theme.

Gabee reported on two new enrolments, ongoing kinder' visits, two new teachers to the staff, School opening and Ash Wednesday Masses and the welcome BBQ.

In week four, goal setting conversations were held using the SMART framework (specific, measurable, achievable, relevant and time-bound). The school will continue to build on this framework throughout the year supporting children in their progress.

Staff recently participated in a professional learning day focused on autism. As a result, staff have commenced working on personal learning plans for students with diverse needs.

John Costa: Social Justice

John presented the draft for St Kevin's 2nd collection schedule for 2026 which was formally endorsed by members of PPC.

John advised of the SJA trial of offering mostly preowned electronic devices through a women's refuge group, to people in need (especially women). He also reported on the ongoing work of members in supporting those people with very special needs.

SJA continues to publish updates on topical SJA issues in our Bulletin.

John advised that apart from SJA ongoing support of the West Heidelberg Exodus Community, help has also come from the North Balwyn Baptist Church with donations of toys and games.

Other Matters for Discussion

John presented a report prepared by Peter Sheehan on the groundwork for the intended Parish Assembly Meeting 2026. A meeting between members of St Kevin's and St Greg's and Fr Charles was held on 19th February 2026.

It was agreed that the following recommendations be made to the PPC of both parishes.

- a) A joint parish conversation. Date suggestion Saturday 23rd May 2026 at the Veneto Club, 9.30am to 12.30pm, followed by lunch.

The title: The Church of Tomorrow: What do you want for your parish?

- b) Joint or several? In consideration of the histories and achievements of both parishes, it may be more appropriate for one joint meeting to be followed by separate parish meetings.
- c) Areas for discussion. Consistent with the theme of "What do you want for your parish?", the following four areas be the subject of the discussions.
 - i) The character of our activities as a community.
 - ii) How effectively do we reach out to those on the fringes of our parish community?
 - iii) In terms of broader community, how do we respond to those excluded or in need, in Australia or elsewhere?
 - iv) What is needed in terms of formation for synodality and what opportunities are available?

Suggestion

Fr Charles suggested that at our future PPC meetings, we pause and allow a couple of minutes to digest the subject discussed before moving on. Let us ask the Holy Spirit to freshen our thoughts and our attention for the next matter.

Next Meeting

Our next meeting is scheduled for Thursday 7th May 2026 at 2.30 pm. First week of April clashes with Easter ceremonies and school holidays.

Meeting closed at 4.30pm.



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St Kevin's PPC Meeting 5th March 2026

Agenda

- 1) Opening prayer. Claudia Raiola.
- 2) Apologies
- 3) Matters arising from December 2025 minutes
- 4) Parish updates
 - A) Fr Charles
 - B) Fr Anton
 - C) David Hii
 - D) Ana Saro
 - E) Gabee Leone
 - F) John Costa
- 5) Other matters for discussion
 - a) Future of St Charles Borromeo school/site.
 - b) Joint Parish assembly.
 - c) Matters to do with partnering/amalgamation.
- 6) Date of next PPC

Pastoral Worker PPC Report March 2026.

Sacramental Program.

Reconciliation classes commence on Monday 2nd March -currently 6 children enrolled in my class and 11 at the school.

Baptisms.

Currently we are in the process of assisting with 4 Baptisms – with another 2 on the horizon later in the year.

Safeguarding.

- WWCC and COC continue to be updated on PACEM.
- Safeguarding meetings continue monthly.
- A new series of dates for Safeguarding Essentials training- look to have in June. Will liaise with David.

Outreach and Nursing Home Visits.

Continue to visit 3 nursing homes a week. In talks to facilitate Ashby nursing home and Mercy nursing home to attend 0915 mass and morning tea. Working with the Lifestyle teams.

Volunteers Thank You morning tea will be this coming Sunday – 1st March. 52 have RSVPed that they will be in attendance – great response.

We marked Valentine's Day with a small gesture to all parishioners in attendance at mass that weekend -lots of smiles!!

Next on the agenda – Tuesday 17th March – St Patrick's Day!!

Bookish Morning tea –

Will now be held in the foyer after 0915 mass every second Thursday – to assist attendance of a parishioner with mobility issues.

Youth Group.

Average 20-25 teenagers.

Playgroup.

We currently have 14 families enrolled in play group. Very noisy but joyous fun!

St Vincent De Paul

We have a dedicated team of 5 – Marie Holt, Jenny Coates, Lolita Booth, Adrian and myself. We are averaging 12-15 visits a month.

Mental Health Inservice

Charlotte and I are enrolled in a Mental Health First Aid course through St John's ambulance. The goal of us attending is to be able to identify and support any parishioners/youth group attendees who appear to be struggling with anxiety. We will present a talk after mass on Sunday April 26th.



<p>Theme for 2026</p>	<div data-bbox="987 424 1321 842" data-label="Image"> </div> <p>The St Kevin's Theme for 2026 is Staff, parents and students voted on this theme.</p>
<p>Enrolment Update</p>	<p>We welcome 2 students to our school from different schools far and wide!</p>
<p>Kinder visits</p>	<p>I have commenced the Kinder visits and have found some very interesting comments from directors and teachers. Comments about Government schools and teaching Religion at a catholic schools.</p>
<p>Staff Update</p>	<p>We welcome 2 news teachers - Kristy Mafodda and Rebecca Coad</p>
<p>Mass Thursday</p>	<p>The opening school mass was beautiful. Thank you Lil and Fr Charles.</p>
<p>Student Captains and FIRE Carriers</p>	<p>Leaders were blessed at the opening of the school year mass and the FIRE Carriers were commissioned at the Ash Wednesday Mass last week.</p>
<p>Goal Setting Conversations</p>	<p>In Week 4, goal-setting conversations were held between parents, teachers, and students. These discussions focused on developing clear and achievable learning goals using the SMART framework (Specific, Measurable, Achievable, Relevant, and Time-bound).</p> <p>We will continue to build on these SMART goal-setting skills throughout the school year, supporting students in reflecting on their progress, taking ownership of their learning, and striving for continuous improvement.</p>

Welcome BBQ	The Welcome BBQ took place last week and we served families hamburgers, sausages and cool drinks. It was well attended and students enjoyed playing sports games on the oval
Professional Learning	<p>Staff recently participated in a professional learning day focused on Autism, led by Eva Tomazos. Eva is currently completing her Master of Education, majoring in Learning Diversity.</p> <p>During the session, she shared current research and best practices to support students with autism and diverse learning needs. As a result of this learning, staff have commenced working on Personal Learning Plans (PLPs) for diagnosed and imputed students to ensure appropriate adjustments and targeted support are in place.</p> <p>This work strengthens our commitment to inclusive education and meeting the individual needs of every learner.</p>



Social Justice Action St Kevin's Parish Templestowe

Report to Parish Pastoral Council Meeting, 5 March 2026

1. 2026 Second Collection Schedule

As the Archdiocesan Collection/Observance schedule for 2026 arrived late 2025 (16 Dec.) our 2026 Parish Schedule incorporating this was busily drafted during January. The Draft was considered and with minor adjustment supported by the SJA Committee, then shared with some key Parish stakeholders for comment, and consequently marginally revised.

The resulting Draft 2026 2nd Collection Schedule follows the previous year's pattern, but as formally agreed late last year now introduces two "Joint St Kevin's / St Greg's Parish Special-Needs" Collection in February for a purposed Parish fund, collectively decided late last year. The previous January practice of "no scheduled January 2nd Collections" has now been changed to "Discretionary", which in the past has been mostly used that way, e.g as already this year for Philippine Elementary school (LOYO) donations, in conjunction with our Primary Schools.

* **SJA now requests the PCC** at its first 2026 Meeting to review and, as appropriate, formally endorse what would then become the official Parish 2026 2nd Collection Schedule (separately provided). As usual this will then be distributed to Parish Stakeholders.

2. Trial Supply of suitable used PCs /Mobile Phones for special-need users

As reported in a Parish Newsletter early this year, Social Justice Action has established *on a trial basis*, offered, legally valid, useable, mostly pre-owned, devices (we don't have resources to make equipment suitable). Through a Womens' Refuge we have already passed on a donated mobile phone, and have a laptop offer.

3. Weekly Social Justice Action items for Parish Newsletter

Apart from January this year, these items have resumed, to help keep key and topical social justice related issues and developments within parishioner attention.

4. Ongoing Routine SJA visit activity

One of our Committee members continues to volunteer for Vinnies and two others continue round the clock to support individuals with very special and at times life/health needs. Currently regularly visiting/contacting 5 (previously 6 persons, as one has since moved into full-time care), both within and beyond our Parish.

5. West Heidelberg Exodus Community

Apart from our ongoing inclusion of Exodus Community in our 2nd Collection schedule this year we have also separately collected warm blankets and household items. In an unexpected and unusual development (resulting from personal associations) this has been helped by donated items from the *North Balwyn Baptist Church Womens' Group*, which recently also donated several sets of quality re-purposed children's toys and games.

John Costa, SJA Chairperson, 5 March 2026

St Kevin's Parish

Special Collections: Principles, Policies and 2026 Schedule

DRAFT

7 February 2026

PREFACE

1. For information purposes this Schedule incorporates the annual Catholic Archdiocese of Melbourne Collection/Observance schedule, which at our prompting again this year was provided to us somewhat earlier than usual (as for 2024 at our prompting though less early), on 17 December 2025.
2. As always, this schedule remains open to modification to accommodate any urgent new appeals or other circumstances that may (and occasionally do) arise.
3. Following formal consultation late in 2025 across both St Kevin's and St Greg's Parishes this 2026 schedule re-introduces a previous St Kevin's "Parish Special Needs" collection, coinciding with the same at St Greg's. It's based on agreed sound assessment principles and processes, in collaboration with Vinnies, to support special needs that periodically do arise from time from particular (verified) special needs of individuals approaching the Parish, or from within the Parish. This special Needs collection, now in joint Parish mode, is set for (re)introduction on the first two weekends of February 2026, and also including 26/27 September 2026.
4. In 2024 (October 5/6, 12/13 and 19/20) the Melbourne Archdiocese introduced the 'Archbishop's Campaign' for Parish 2nd Collections and Observance, intended to overall simplify and standardise Collection arrangements across the Archdiocese, and increase contributions. This was developed without Parish consultation, but has since been modified and is subject to ongoing review. This 2026 Collections Schedule for St Kevin's Parish incorporates these arrangements for this year, on 16/17, 23/24, and 30/31 August.
5. An additional collection factor in 2024 and 2025 was the concentrated "Parish Thanksgiving" campaign, to increase contributions to the running of the Parish (which had not been raised for many years). This is supported in part by '1st Collections, which also support the Archdiocese. As for 2025, there are no additional special days for this in 2026
6. St. Kevin's parish 2nd Collection arrangements and observances are based on current CAM process, but also incorporate elements specifically reflecting the nature and established Collection activities of St Kevin's Parish, incorporating associated special causes.
7. Although 'Observance' is not automatically associated with 'Collection', the combination of 'Archbishops Campaign', Observances, Emergency and any other unexpected appeals will impact the scope and total Parish contributions generated.
8. In 2026 we will continue the practice of providing ongoing feedback to parishioners on the outcome of our collection campaigns.
9. Previously there were mostly no 2nd Collections in January, this is now 'discretionary'.

St Kevin's Parish 2026 Special Collections, Principles & Policies

PRINCIPLES

1. A Special Collections programme should be collaboratively produced annually (by January)
2. It should take into consideration / accommodate:
 - Advice from the Archdiocese (which is usually provided early each December)
 - Particular causes regularly selected by the Parish (e.g. including Philippine Schools)
 - Suggestions as may be appropriate from particular Parish Groups (e.g. Liturgy? or Other Parishes?)
 - Circumstances that might require minor Special Collection changes at times
 - Sudden special needs which might unexpectedly arise (e.g. Floods, Fires, Other special needs)
3. It should be associated with a process linking received collections with allocated collections.
4. It should be associated with a transparent process ensuring that funds are disbursed as planned.
5. It should be associated with a process to inform parishioners of collected & disbursed donations.

POLICIES

1. There should *mostly* be one Special Collection theme for each month, collected each weekend.
 2. Special Collections over the month should take place mostly from the 1st Sunday of the Month.
- Exceptions include:
- Lent remains devoted to Caritas 'Project Compassion' Appeal
 - Good Friday is always devoted to the Holy Land Appeal
 - Ad hoc alternative collections during part of a month (e.g. Floods. Fires, Other, etc.)

CAM 2026 COLLECTION/OBSERVANCE

Dates	Collection/Observance	Observance
18 Feb – 5 April	Lent – Project Compassion	
3 April	Good Friday – Holy Places	
3 May	CatholicCare – Sunday Appeal	
26 April	Good Shepherd Sunday / World Day of Prayer for Vocations	*
7 June – 26 July (Sundays in June & July)	Propagation of the Faith	
7 June	Winter Appeal – St Vincent de Paul Society	
28 June	Peter's Pence (Pope's Global Appeal)	
5 July	Aboriginal & Torres Strait Islander Sunday	*
12 July	Marriage and Family Sunday	*
9-23 August (3 weekends)	The Archbishop's Campaign	
30 August	ACBC Social Justice Sunday	*
13 September	Safeguarding Sunday	*
20 September	CSSV – Social Services Sunday	*
27 September	World Day for Migrants and Refugees	*
22 November	World Youth Day Annual/Local (Feast of Christ the King)	*

St Kevin's Parish 2nd Collection Schedule 2026		
January	(Discretionary)	Date
February	Joint St Kevin's/St Greg's Parish Special-Needs Fund Joint St Kevin's/St Greg's Parish Special-Needs Fund Opening the Doors Foundation Opening the Doors Foundation)	(31 Jan)/1 7/8 14/15 21/22
March	Opening the Doors Foundation 1 st Sunday of LENT Caritas (Project Compassion) 2 nd Sunday of LENT Caritas (Project Compassion) 3 rd Sunday of LENT Caritas (Project Compassion) 4 th Sunday of LENT (Project Compassion)	(28 Feb)/1 7/8 14/15 21/22 28/29
April	5 th Sunday of LENT Caritas (Project Compassion) PALM SUNDAY Caritas (Project Compassion) EASTER SUNDAY Catholic Care	4/5 11/12 18/19 25/26
May	Catholic Care Bethlehem Uni O: World day of Prayer for Vocations) Chaplaincy Sunday (Seafarers, Hospitals, Prisons) St Vincent de Paul Winter Appeal St Vincent de Paul Winter Appeal	2/3 9/10 16/17 23/24 30/31
June	St Vincent de Paul Winter Appeal (Catholic Mission) Propagation of the Faith (Catholic Mission) Propagation of the Faith Peter's Pence	6/7 13/14 20/21 27/28
July	ATSI Sunday O: ATSI Sunday ATSI Sunday Stella Maris Opening The Doors Foundation	4/5 11/12 18/19 25/26

O: Signifies Observance

August	Opening the Doors Foundation Nungalinya College Archbishop's Campaign' (1) Archbishop's Campaign' (2) Archbishop's Campaign' (3) & O: ACBC Social Justice C'n	1/2 8/9 15/16 22/23 29/30
September	Pope's WMS (Catholic Mission Ambassador Program) NAPCAN (Prevent abuse) & O: Safeguarding Sunday CARELINK (Heal abuse) & O: CSSV Social Services Sunday Joint St Kevin's/St Greg's Parish Special-Needs Fund	5/6 12/13 19/20 26/27
October	Caritas & O: Jubilee - Migrants. Caritas & O: Jubilee - Child/Fam/Eld/GP Exodus Community (Olympic Village Heidelberg West) Exodus Community (Olympic Village Heidelberg West)	3/4 10/11 17/18 24/25
November	Brigidine Asylum Seekers Project (BASP) Brigidine Asylum Seekers Project (BASP) MacKillop Family Services MacKillop Family Services & O: Youth Sunday	(31 Oct)/1 7/8 21/22 28/29
December	Melbourne Overseas Mission. Loyo (St Kevin's) School Loyo (St Kevin's) School CHRISTMAS Loyo (St Kevin's) School (Discretionary 2nd Collection in January).	5/6 12/13 19/20 25 26/27

'O': signifies 'Observance'



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BUSINESS MANAGER REPORT – MARCH, 2026

Columbarium (Wall Niche)

The parish has now received the amended drawings from the architect and the application for a planning permit is expected to be submitted to the Council in March 2026.

Modifications to the Sanctuary

The contractor has inspected the sanctuary and will submit a quotation for the proposed modifications in due course.

St Charles Borromeo

The expected date for the handover of the site from MACS to the parish is at the end of March, 2026.

A valuation report for St Charles Borromeo will be obtained to better understand the site's value from both a leasing and selling perspective. This report is also required to seek approval from the Archdiocese should the parish decide to lease or sell the site.

In addition to the valuation report, the parish will need to obtain both a Building Report and a Maintenance Plan for the Church and the Presbytery, as part of the Archdiocese's requirements for approval to either sell or lease the site.

A final decision on whether to sell or lease the site will be made collaboratively, following consultation with the Finance Committee and the PPC.

Parish Assembly 2026 – Meeting 2

Notes from the meeting on 19 February 2026 at 8.00 am at St Kevin's.

Present: Sauro Antonelli, Fr Charles Balnaves, John Costa, Gerard O'Donnell, Peter Sheehan

It was agreed that the following recommendations should be made to the Pastoral Councils of the two parishes:

1. **A Joint Parish Conversation.** A parish conversation involving the two parishes should be held within the next two months or so, focused on parish renewal. This meeting should be seen in the context of the call from Popes' Francis and Leo for synodal renewal, but be presented in such a way as to be intelligible and not off-putting to parishioners.

Subject to venue availability, we suggest that this meeting could be held on Saturday 23 May 2026 at the Veneto Club, Bulleen, from 9.30 am to 12.30 pm, followed by lunch. The title for the conversations might be *The Church of Tomorrow: What do you want for your parish?*

2. **Joint or several?** There was considerable discussion about whether any assembly would be held separately across the individual parishes or as a joint meeting of the two parishes. While sharing experiences would be valuable, it is necessary to recognize fully and build upon the different histories and achievements of the individual parishes. It might be appropriate for the one joint meeting to be followed by separate parish meetings.
3. **Areas for discussion.** It was suggested that, consistent with the theme of *What do you want for your parish?*, the following four areas be the subject of the discussions:
 - i. *The character of our activities as a community.* How well do we listen to, care for and act to sustain one another in the parish community, in the spirit of a synodal Church?
 - ii. *How effectively do we reach out to those on the fringes of our parish community?* What do we already do and how can it be enhanced? Which are the groups that we need to reach out to?
 - iii. *In terms of the broader community, how do we respond to those excluded or in need, in Australia or elsewhere.* Can this outreach be strengthened?
 - iv. *What is needed in terms of formation for synodality and what opportunities are available?*
4. **Briefing and publicity material for the conversation.** John Costa has agreed to produce some material for this purpose, and it will be circulated to the committee prior to its next meeting.

Next meeting: Thursday 12 March, 8.00 to 9.15 am, at St Kevins.

Peter Sheehan
3 March 2026