

NOTES of Our Lady of the Sacred Heart Parish Pastoral Council Meeting

held Thursday, 13 August 2026

Meeting commenced: 7:00 pm

Present: Br Daniel Magadia, Br. Hoa Tran, James Nield (Chair), Margie Hourigan (Deputy Chair), Matthew Garton, Michael Carberry, Skye McPadden. Megan Smith, Sharon Greaves

Apologies: Fr Tru Nguyen, Stephanie Stewart, Jo Reed, Julie Lean, Chloe Kelly, Peter Osborne, Gabriel Sequeira

1. Opening & Welcome – James

James welcomed all members of the OLSH Parish Pastoral Council. Megan led prayer.

Volunteer for next meeting – Br. Hoa Nguyen

2. **Review and acceptance of previous meeting minutes – July 2026** – James. The minutes of the meeting were accepted by the PPC with no alteration.

4. Agenda Items

- **Scripture Study Group:** Skye will continue to grow the gatherings which will be held once a month prior to the PPC Meetings. James discussed online scripture group which could be held fortnightly using Microsoft teams. There will need to be a coordinator and leader who has access to Teams to create the fortnightly link. Communication to parishioners when more information is at hand and actions in place.
- **Parish as a Breastfeeding friendly space:** to be left until Chloe returns
- **Child Change table at Charnwood:** Discussion regarding, placement and ongoing issues with regards to upgrading toilets to include a disabled toilet
- **An inclusive parish for those with disabilities:** Raised by James and answered by Sharon. There are quite a few items that impose a physical barrier at both Churches to be a completely inclusive building. Both Parish Centres also have restrictions. Sacramental programs are catered for those with both intellectual / physical disabilities. Parents are involved in step of providing the support and education for their child/children to receive the Sacraments. The issue of being "sight friendly" and "hearing friendly" parish was also raised. Sharon to follow up.
- **Parish Evangelisation Strategy:** Discussion on Parish Assembly responses to held over to the next meeting when Fr. Tru will be in attendance. A discussion on what other pathways are there for Evangelisation. Alpha was good, however can be over used.
- **Acknowledgement of Country:** Michael following up with a group to discuss further.
- **Parish Church Signs:** Matthew has done some general research and design with the sign at Charnwood Church. Discussion with regards to both Church Sites having the same sign layout, however both boards are currently different.
- **Children's Liturgy:** Margie has spoken to a those who were involved in Children's Liturgy previously at Charnwood Church. Advertise in Bulletin. Volunteers must meet Professional Standards requirements set by the Archdiocese.

- **Safeguarding:** Sharon advised that there is an updated policy in the parish with regards to Clergy, Staff and Catechists and those working with Children [Acolytes]. All must complete the 11 unit NSW Office of Children's Guardian Online training course which is valid for 3 years. If they have completed this course in the last 3 years the Australian Catholic Safeguarding Ltd have online training to complete. Engagement continues with regards to the Confessionals in both Churches. Presbytery access is also working on meeting current Professional Standards. The Archdiocese Professional Standards area have advised on using Google docs and the information provided in those documents: is there any information in those documents if leaked would cause issue.

5. Summary and concluding prayer:

- The meeting concluded after prayer at 8.35 pm.

6. Next meeting:

- The next meeting of the **OLSH PPC** will be on the 3 September 2026 at 7pm.