

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

held Thursday, 3 September 2026

Meeting commenced: 7:00 pm

Present: Fr Tru Nguyen, Deacon Hoa Tran, James Nield (Chair), Margie Hourigan (Deputy Chair), Julie Lean, Megan Smith, Michael Carberry, Matthew Garton, Sharon Greaves, Stephanie Stewart.

Apologies: Br Daniel Magadia, Chloe Kelly, Peter Osborne, Skye McPadden, Andrew Casey.

1. Opening & Welcome – James

James welcomed the members of the PPC and noted the list of apologies. Fr Tru also advised that Gabriel Sequeira has resigned from the PPC.

2. Prayer and reflection – Reflections on Grief and Loss (Deacon Hoa)

Volunteer for next meeting – Michael

3. Review and acceptance of previous meeting notes – 13 August 2026 – Sharon. The meeting notes were accepted by the PPC with no alteration.

4. Agenda Items

• **Standing Item 1: Safeguarding (Margie)**

Margie noted no new updates, adding that a safeguarding assessment will be conducted once Children's Little Church (formerly Children's Liturgy) commences at the STA mass centre.

Sharon also advised that a Zoom meeting on Safeguarding is scheduled in two weeks.

Additionally, Fr Tru reported that the proposed confessional in SJA does not currently comply with disability guidelines and he has requested amended plans and a revised quote from the contractor.

• **Evangelisation (all)**

Item 1: Actions from the Parish Assembly (Fr Tru)

James requested that Fr Tru outline his proposed action plan to the PPC following the Parish Assembly. His proposed actions are listed below.

○ **Pilgrimage Walk and Mass**

Action: Fr Tru proposed running a pilgrimage walk between the two mass centres, followed by a Saturday Vigil Mass of Reconciliation at the SJA mass centre. He suggested Saturday, 17 October 2026, as it aligns closely with the feast day and anniversary of MSC founder Father Jules Chevalier. Promotion of the event will begin by 21 September 2026, with preparations commencing in the coming weeks. Fr Tru envisions this as a healing liturgy to address ongoing merger concerns raised during the Parish Assembly feedback process.

○ **Faith formation retreats**

Fr Tru will continue offering faith formation retreats for the parish, particularly during Lent and Advent, to deepen parishioner faith formation.

○ **Conversations in the Spirit**

Fr Tru highlighted the importance of parishioners actively practicing Conversations in the Spirit in daily parish life.

○ **OLSH Vision and Mission Statement**

Fr Tru also advised that he would like to progress the parish's Vision and Mission Statement.

Action: James agreed to draft a document based on Parish Assembly feedback and bring it back to the next PPC meeting for a structured discussion.

○ **Youth Ministry**

Following significant discussion on this topic at the Parish Assembly, Fr Tru advised that Br Daniel met with Christopher Gilroy (the Archdiocesan Youth Ministry Manager) to work on revitalising OLSH's Youth Ministry.

Matthew, Stephanie and Megan confirmed that the relationships between the STA and SJA Primary Schools and St Francis Xavier College (SFX) are strong, with the SFX Religious Educational Coordinators keen to collaborate. Fr Tru also currently celebrates Mass at SFX every three weeks. Matthew encouraged the PPC to review Catholic Education's 2027-2033 Apostolic Action Plan, particularly sections on synodality and parish-school collaboration. He also emailed a link to the Plan to the PPC during the meeting. Michael recalled previous parish dinners organised by SFX for Catholic Regional Councils. Stephanie offered to contact SFX on the PPC's behalf to explore hosting similar events. Fr Tru also advised that the new Finance Officer, will be working 12 hours instead of 6 hours and she will assist in the Youth Ministry space as well.

- **Facilitated listening sessions**

The PPC discussed facilitated listening sessions for parishioners affected by the merger. The PPC agreed that any such initiative must be externally facilitated and clearly structured with ground rules. **Action:** Fr Tru will explore available options at the Archdiocesan level.

5. Matters arising from the Minutes and Rolling Action List

- **Item 1: Preparations for a Gospel Study Group (James)**

The PPC discussed platform options between Zoom (which requires a paid account for sessions over 40 minutes if hosted by non-OLSH staff) and Microsoft Teams (which requires hosting through the parish account). **Action:** Sharon agreed to explore the free Teams option. James will lead the online Gospel Study Group using Fr Michael Fallon's materials mapped to weekend scripture readings. Separately, Skye will continue hosting the Scripture Study Group on the second Thursday of each month from 6:00 pm to 7:00 pm.

- **Item 2: Parish as a breastfeeding friendly space (Chloe)**

Michael reported that he and Sharon investigated installing a fixed baby change table at STA and confirmed it is not feasible. Further discussion regarding Australian Breastfeeding Association signage that the parish is a breastfeeding-friendly space was deferred until the next meeting when Chloe is present.

- **Item 3: Renewed and Sent Conference (James for Chloe)**

James forwarded conference details provided by Chloe for the event in Campbelltown, NSW (1–3 October 2026; \$225 per person, plus accommodation options). The conference targets clergy, religious, and lay leaders across Australia, focusing on transitioning parishes from maintenance to mission. PPC members are encouraged to attend.

- **Item 4: Parish evangelisation strategy – potential workshop (Michael for Chloe)**

Michael presented Chloe's offer to facilitate a PPC workshop focused on the parish's evangelisation strategy, policies, and action plans, drawing on similar work she is conducting for other parishes in the Archdiocese. **Action:** The PPC agreed to proceed and will confirm dates with Chloe.

- **Item 5: Acknowledgment of Country (Michael)**

Michael advised that he would begin work on this item shortly.

- **Item 6: Parish Church Signs (Matthew)**

Matthew will progress signage updates during the upcoming school holidays. Fr Tru confirmed that the SJA sign has been removed.

6. Action Items and Next Steps

- Review the status of existing actions: The PPC have reviewed this at Item 5.
- Assign tasks and responsibilities from this meeting: This has already been done (please see above).
- Set deadlines for new action items (if any): Also see above.

7. Any Other Business (AOB)

- Tiny Homes

Michael advised that the public notification period for the Development Application closes on 9

September 2026, with the outcomes expected in the coming months.

8. Summary and concluding prayer:

- The meeting concluded after prayer at 8.10 pm.

9. Next meeting:

- The next meeting of the **OLSH PPC** will be on the 2nd Thursday of October 2026 – 8 October 2026 at 7pm.