

# CHARTER FOR ST AUGUSTINE'S YASS PARISH PASTORAL COUNCIL

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## 1. VISION

St Augustine's Parish is a community striving to be Christ to one another and to welcome and serve the Christ in those around us.

We seek ongoing spiritual formation as individuals, as families and as a community.

We hope, through pastoral care, to strengthen, support and enrich one another.

We reach out to others in witness and evangelisation.

## 2. ROLE OF THE PARISH PASTORAL COUNCIL

The Pastoral Council shares in the responsibility for the ongoing life and development of the faith community, working together with parishioners to provide support for their efforts to live as followers of Christ. A key task of a Pastoral Council is to plan for the ongoing life and development of the parish faith community i.e. to do pastoral planning. It includes working with the Finance Committee to plan and implement the strategic objectives of the Parish.

## 3. WHAT COMMITMENT DOES A PPC MEMBER UNDERTAKE?

A St Augustine's PPC member commits to:

- fulfilling their role as a PPC member through their active involvement in the life of the Parish.
- attending regular PPC meetings – held generally every 6 weeks on pre-scheduled dates on Wednesday at 7:30 pm
- using email to access minutes of meetings, responding to communications and following up issues that they have agreed to action.
- meeting for one or more additional days per year as needed, for development of parish planning and spirituality.

## 4. MEMBERSHIP

The PPC comprises 6 to 8 members selected from among parishioners with the Parish Priest and the Principal of Mt Carmel School as ex-officio members. PPC members will reflect a range of skills, personal attributes, interests and experience in various areas of life, including parish life, so that all aspects of our spiritual community are included. Each PPC member will take on responsibility for one of the following portfolios: Ecumenism, Education, Liturgy, Maintenance, Social/Hospitality, Social Justice, Welfare and Youth. (This list is not exhaustive and may change in response to the changing needs of the parish)

- PPC members must stand down for at least one term in between serving on the council.

**Selection of members.** New PPC members are nominated by parishioners and selected through a ballot at a Parish Assembly or after a parish Mass. A parishioner may nominate themselves. Casual vacancies will be filled by invitation. Induction and orientation to their role will be provided for members of the PPC.

**Tenure of members.** Appointments to the Council will normally be for a period of 2 years with a maximum of 2 terms in succession. There will be a pattern of rolling vacancies to keep vibrancy and diversity of the Council. The Parish Priest can, for good reason, withdraw the appointment of any member of the Council.

## 5. PROCEEDINGS

The PPC will select a Chairperson and Secretary from among its members. These appointments will normally be for a period of 2 years.

The PPC will meet every 6 weeks. An agenda will be circulated one week prior to each meeting.

Minutes will be kept of proceedings. The normal mode of operation will be by consensus. Where necessary, matters will be decided by majority vote.

A quorum of half the elected members needs to be present for a meeting to proceed.

Where the PPC agrees, non-members, including invited guests, can attend meetings.

## 6. REPORTING

A list of members of the PPC will be displayed in the St Augustine's Church Bulletin and on the Parish website. A copy of this Charter will be displayed on the St Augustine's church noticeboard and on the Parish website.

Reports presented by Councillors along with the decisions and actions arising from each meeting of the PPC will be published via a copy of the Minutes on the Parish website. A copy of the Minutes will also be displayed on the Parish noticeboard.

Parishioners are encouraged to ask questions and to discuss matters related to the Council and the administration of the Parish with the Parish Pastoral Councillors particularly in the week leading into a meeting. Notice and agenda of meetings will be published in the Bulletin a week prior to each meeting.