**Minutes of the Meeting**

Joint Meeting of Parish Pastoral Council and Parish Finance Committee – 31 MAY 2025

Agenda

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| 1.     Pastoral Visit of the Bishops | 6.     Roof Repair and Water Proofing |
| 2.     Church Cleaning | 7.     Fund Raising |
| 3.     Sacristy Blessing | 8.     Core Committees Formation |
| 4.     Accounts of Sacristy | 9.     Plans for the Annual Feast |
| 5.     Altar Renovation | 10. Miscellaneous |

Attendees

Meeting started at 07:15PM with prayer by Parish Priest (PP), with below members,

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| **Chair** | |
| President of PPC and PFC | Fr. Mariadhas |
| **Parish Pastoral Council - PPC (15/21)** | |
| **Ex Officio Members** | |
| Sisters of St Joseph Vaz |  |
| Monfort School |  |
| **Councillors and Nominated Members** | |
| A - St. Joseph zone | Wilson |
| B - St. Antony Zone | Sowri Raj, Lawrence |
| C - St. Alphonsa Zone | Pius, Wilfred |
| D - St. Don Bosco Zone | Martin |
| E - St. Mother Theresa Zone | Shantha Mary |
| F - St. Maria Di Mattias Zone | Rathinam, Rejoy |
| G - St. Paul Zone | Gopinath, Palani Peter |
| H - St. Thomas Zone | Rajesh |
| Youth Coordinators | Ericks, Suman |
| Women Cell | Maria Kavitha Dominic |
| **Parish Finance Committee – PFC (5/6)** | |
| Rathinam, Maria Daivam,  Vinutha, Punitha Grace, Benny | |

Agenda of previous meeting was read out by secretary of PPC and MOM of previous meeting was signed by Parish Priest and Secretary.

Parish priest raised concerns about poor attendance of members on monthly meetings and suggested to change the frequency of the meetings. All the members agreed to meet once in 2 months. Next meeting will be on 4th Saturday of July.

1. Pastoral Visit of the Bishops

* The Bishop(s) is/are visiting us on 14th and 15th of June.
* Will reach our parish at 7:30AM
* All the council members must be present at the arrival of the Bishop(s)

How do we Welcome the Bishop(s)? : After multiple suggestions, the members agreed on below,

* + Arathi
  + Dollu from Shishu Mandir
  + A Flower Bocquet to be handed over (No Shawls)
  + A welcome banner to be print and displayed
  + **Suggested Gifts:**
    - Popular suggestion was a dry fruit gift box.
    - A hand painting of Bishop(s)
    - A memento with imprint of St Gaspar
    - Parish Priest will check with other parishes about what was gifted, based on that we shall make a decision on the gift.
* Tentative Schedule:

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| **Saturday, 14th June** | **Sunday, 15th June** |
| **Visiting Religious:**  All Priests in our parish,  Piarist Seminarians,  Monfort Brothers | - Only **One Mass at 8:30AM**,  - Language as preferred by the Bishop(s)  - Sermon in 3 languages.  - Choir to get prepared – with members from all 3 language Choirs – **Wilson** to coordinate |
| Visiting Groups | Felicitation after mass (no Shawls) |
| Holy Communion for the Sick | Open talk with parishioners |
| Office Documents verifications | The Bishop(s) will depart after Lunch |

2. Church Cleaning

* We need to prepare the Church and Premises to be clean and tidy
* There are cobwebs everywhere including the altar, squirrel nests behind the stations of the Way of the Cross
* Suggestion given for announcing general cleaning on Sunday, 8th June
* Since there’s Annual Feast being celebrated at St Antony’s Church, people may not turn out on 8th June.
* If not on 8th June, we’ll have to take this up during the week days before 14th June.

3. Blessing of the Sacristy

* Shishu Mandir will complete the work and hand it over on Friday, 13th June
* Will be blessed by the Bishop(s) on Sunday, 15th June
* Parish Priest explained that there was no Committee was formed because money is not ours, it was sponsorship from Shishu Mandir
* Parish also explained about how the Sacristy work was initiated and how Shishu Mandir is doing the work
* Special thanks to **Sowri Raj** for taking up the work fervently and absorbing many minor expenses

4. Sacristy Accounts Update

* More than ₹20Lakhs has been spent by Shishu Mandir
* It took about ₹24 Lakhs altogether
* Labour charges increased to about ₹35K because of some unplanned expenditures like, Shifting of materials and difficulties in Breaking of the wall etc.
* Around ₹1Lakh to be paid to Sowri Raj with submission of total labour expenses

5. Altar Renovation

Decisions and Approvals by members:

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| **Can we start the work?** | **All Agreed** – all 19/29 members present + 2 Priests |
| **Design** | The design was presented and corrections suggested were explained by the Parish Priest.  **All Agreed** – all 19/29 members present + 2 Priests |
| *\*Request to get a combined drawing as it’s difficult to imagine the combination of 2 images.* |
| **Quotation** | **Total Cost**: ₹21,16,500.00 |
| That includes, |
| **Material Cost**: ₹3,65,500 |
| **Labour Cost**: ₹17,51,000 |
| Parish Priest read out details of Material Cost and labour charges. |

* Team is ready to start the work in July and will be handed over to us by 15th October if we have sufficient funds ready
* Query raised about the weight of the materials on the Altar, Parish priest explained how the load will be distributed across the beams of the ceiling of Chapel

6. Roof Repair and Water Proofing

* Suggestion received to complete Altar Renovation, Roof Repair and Sound Engineering at one go since it will be difficult to reach out to people multiple time for each expenditure. Suggestion agreed by all members (19 present)
* Members are invited to bring in all known Engineers for Roof and Sound systems to provide quotations
* All the work to be planned and carried out by Renovation Committee with the backing of Parish Priest

7. Fund Raising

* We start from a zero balance as of now, all the expenses are to be planned and arranged with the support of all members.
* Suggestion were received to collect ₹3,000 or ₹5,000 per family – Decision made to collect ₹5,000 at last – broken into 2 or 3 instalments before October. We are not going to collect any contribution from families for annual Feast.
* Suggestion received to give responsibility of ₹1 Lakh per member to collect or contribute.
* Sponsorship suggestions:
  + INFANT’S Travels owner – we need to find all the ways to approach
  + Shishu Mandir
  + Lake Monfort School
  + Piarist Seminary
  + Other prominent people from TC Palya etc
* Booklets to be printed to collect donations from sponsors
* Minority Commission aid – All the members agreed to support with all the ways they can.

8. Core Committees Formation

* Core committees were formed to take up all the planned works.
* Parish Priest is not going to Chair the committees meetings, but the president of the committees will chair respectively.
* Committees will cease to exist once work is completed
* We need to start the work immediately as we have very less time
* We have about ₹1.4L in account received as sponsorship for other initiatives, we shall kick start the preparatory work with this fund.
* Rathinam, Maria Daivam and the Parish Priest are the signatories for both the committees on all the initiatives and documentations
* Committees, their Responsibilities and the members of each committee are as follows,

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| **Committee** | **Responsibility** | **Members** |
| Minority Commission Committee | # Prepare necessary Documentations # Follow up on Govt processes # plan whom to meet, which offices to approach # All necessary steps to get the fund from the ministry # Timely update to PPC and PFC as required | Ericks |
| Maria Daivam |
| Martin (President) |
| Suman |
| Benny |
| Gopinath |
| SowriRaj |
| Rejoy (Secretary) |
| Renovation Committee | # Find and list out potential Sponsors # Approach Sponsors with required details # Create and Maintain bank accounts # Print necessary documents and bill books # Approach Contractors, get quotations, finalise contractors for each work # Follow up on renovation work regularly | Ericks (President) |
| Wilson (Secretary) |
| Shantha Mary |
| Punitha Grace |
| Lawrence |
| Gopinath |
| Rathinam |
| Rajesh |
| Suman |
| Benny |

9. Plan for Annual Feast

* We shall celebrate this year’s annual feast in a simpler fashion since we're planning major expenses.
* If we're able to complete Altar before feast, Parish Priest will make effort to invite the **Cardinal** from Hyderabad for the opening ceremony - All the members agreed to this and promised support.

10. Miscellaneous

* Parish Priest shared 2 pictures of St Gaspar’s miracles that to be depicted at the Altar. These pictures have been selected by Parish Priest and approved by the superiors of the congregation.
* Parish Priest expressed his deep disappointment over a member making a negative outlook about parish clergy to one of the major sponsors. Members were requested not to share any negative information outside, request to solve all misunderstandings and conflicts within.

Fr. Mariadhas Prem Rejoy

Parish Priest Secretary, PPC