



# Snippets

from Parish Council

## INSIDE THIS ISSUE

Rector's Ramblings	1
Child Safety Audit	2
WH&S	2
Youth & Children	2
Functions & Catering	3
Admin Update	4
Liturgy	4
Christmas	4

## Rector's Ramblings...

As the year begins to draw to a close I am starting to reflect on our first full year together. There were many successes and also some areas for me to grow. I have thoroughly enjoyed the journey and am very excited about the possibilities for our future. This past month, like most, was full.

One of the highlights for me and also the event that took up most of my energy, was the Child Safety Audit. Bill Henderson, from the Diocese, visited on Friday 11<sup>th</sup> November to conduct the audit. Bill was very impressed with our record keeping and the strategies we have in place to ensure our children (and vulnerable people) are safe. Many thanks go to Glenda, Merylyn, Jess and Tina for assisting in the completion of all that paperwork. Bill will be coming back on Friday 2<sup>nd</sup> December to check that a couple of items have been completed. They were mainly areas that we needed to refresh such as distributing and tabling documents at Parish Council and Parents/Caregivers. It was heartening to see that Bill felt comfortable coming back so soon as I have seen him give some parishes months to comply.

Bill was happy to see that we provide some training to our people and that I will be facilitating a workshop on Child Safety and Protection in the New Year. It was great to see so many Liturgical Assistants, Readers and Intercessors participate in our recent workshops. I enjoyed hearing about our worship and the way we can positively help each other to lead worship at Waterloo Bay. We were going to hold a workshop on Welcoming/Sides but I feel that this needs to have a whole day devoted to training. That training day would look at welcoming that begins before the person enters the church building and into their first six months.

This concept encompasses many different facets of our life together and touches on many different ministries. The Pathways program is one tool we can use to look at where we go from here. Ideas like the Community Garden, developing our site and marketing are some of the things we will need to discuss for next year.

It is great to see more people on Parish Council for next year and the great diversity we have on our team. I am looking forward to serving our Community, as we grow the Kingdom of God, in this place.

God's peace,

Scott

## Parish Council

Here are the people serving on Parish Council in 2016

### Wardens

Aline Stinton, Ian Carr, Terry Watkinson

### Treasurer

Pam Monaghan

### Parish Councillors

Annmaree Collins

Helen Cunningham

Jide Oyewole

Margaret Carr

Merylyn Hockaday

Robert Sweeney

Stephen Hausler

Vicki Sweeney

### Synod Representatives

Ann Watkinson, Jim Stahlhut

### Parish Nominators

Ian Carr, Jim Stahlhut, Tony Collins

## Child Safety Audit...

At the November meeting Council adopted the following three documents which help us ensure the safety of our children and youth. This is a follow up from the audit conducted by Bill Henderson.

### **A Code of Conduct for holders of key lay offices in the Diocese of Brisbane**

<http://anglicanchurchsq.org.au/wp-content/uploads/2013/08/code-of-conduct-lay-office-holders.march-2012.pdf>

### **Risk Management Plan**

[http://anglicanchurchsq.org.au/wp-content/uploads/2016/06/Risk\\_Management\\_Plan.pdf](http://anglicanchurchsq.org.au/wp-content/uploads/2016/06/Risk_Management_Plan.pdf)

### **Policy and Procedures for the protection of children – Parishes**

<http://anglicanchurchsq.org.au/wp-content/uploads/2013/08/ANGLICAN-PARISHES-POLICY-PROCEDURES.pdf>

## Workplace Health & Safety...

The annual buildings checklist has been completed for St George's Church and Hall and a list of safety items has been sent to council for completion within the next six months. Next is the buildings checklist for St James Church and Hall which we plan to complete in next the few weeks. In addition, to being a Diocesan safety requirement these checklists allow us to put together a list of items to focus on for next year's property budget and plans. The sensor light for St George's hall front door has been installed and the kitchen tap safety improvement is completed - Thanks Jide!

There was one incident in the last month, concerning a disturbance at St George's Church on Sunday the 13th Nov. An incident report has been completed and the required actions are being handled by Rev. Scott.

If anyone finds any other safety issues, feel free to let me know.

Stephen Hausler

WHS

## Youth & Children's Ministry...

All of our youth and children's groups are in the final few weeks of the school year. We can be thankful that they have all operated well and our children are happy and growing in their faith journey. Please continue to pray for our families with all the pressures of modern life.

Our 'senior' group has bonded particularly well and they have expressed the desire to do something together in the holidays. Jess and Scott are organizing for them to join one of the Nursing home visits in December to help and to sing.

As was suggested the 'Break – up' day on Dec 4 will be a Parish event with something special for the children included. We hope that others from our programs (Mainly Music, House of Heroes) will join us for that event. Please spread the word – there is a special invitation available to use.

We received communication that our application for a \$500 GFS grant has been received and we will hear further in December.

The recent audit of our records and procedures around Children's Ministry was a stimulus for us to get all the paperwork in order and file it efficiently. All the various forms required have been revised and needed to be completed and updated. Glenda has done an enormous amount of work! The audit went well and we are definitely on the right track. It is just difficult to chase completed forms sometimes! We have a follow up audit scheduled to take place on Friday 2<sup>nd</sup> December. A training day is planned for February.

Next year it is proposed to hold Messy Church once a month on a Saturday afternoon during school term from 4pm – 6pm finishing with a casual meal. This will probably commence in February. Also in Feb the Young Adult ministry group for the Diocese will be holding their Saturday night service at St Georges on Feb 11 so this will be a great opportunity for our youth to attend and experience this worship. Jess and Imogen are heavily involved in the organizing and leading of these services.

Merilyn Hockday

## Functions & Catering...

We have held some significant events/functions in the last month. In record time the Melbourne Cup luncheon at St James was convened by Ann and Terry Watkinson. They did a huge amount of organizing and the event was a stunning success. 63 people attended – some of whom were from outside the parish. \$1890 was raised and plans are underway for the 2017 function. Thank you, Terry and Ann! They were ably supported by parishioners who took on roles of audio and technical support, catering, donations of raffle prizes, running sweeps and trivia plus set up and pull down.



The weekend following the Melbourne Cup saw the annual parish camp. This camp was attended by a record number of participants – 64 – and again, was a huge success. Thank you to Sarah and Scott Leisemann for your great organization plus the myriad of happy helpers. All campers took turns on the roster to assist with meals and preparation/clean up of meals. The addition of workshops by Fr Scott and Rev Sarah added to the success of the weekend. Plans are underway for the 2017 camp.

I have investigated dates for the APWB Family Fair for next year. The date decided at parish council is **Saturday 6th May 2017**. The long weekend for Labour Day is one week before. The fair needs a convenor and a team to coordinate the many tasks for the day.

Council may wish to consider including a Fundraiser portfolio in 2017 for such events as Crafty Capers stalls, Bunnings BBQ, Melbourne Cup and other events.

One event that I am keen to include for 2017 is the International Fiesta, where we can celebrate the diversity of our congregation. date TBA.

The Parish Picnic which includes the end of year breakup for all youth/children's ministry will be held on Sunday, **December 4 at Raby Bay**. Peter Downie from Sails has offered to make it a closed event keeping it under the Sails banner. He has procured a permit from the Redlands City Council for us to take the Sails kayaks (and possibly catamarans). He is also doing the Risk Assessment as part of the Sails activity. A sausage sizzle and cold watermelon will be available to supplement other picnic food brought along by participants.

As I will not be on parish council next year, I am happy to coordinate the Functions and Catering portfolio if required and report to whomever on parish council. Some people have already indicated that they are keen to be part of the F/C group to assist with organizing events for next year.

Margaret Carr



## Admin Update....

### General:

Sharon has recommenced Admin duties on a Wednesday as a volunteer at this stage as she transitions back into work. Thank you, Sharon, for your enthusiasm. Meanwhile Glenda is doing an excellent job in maintaining the Parish Admin and has put in an enormous voluntary effort to ensure the Child Protection Audit went smoothly....and it did. Thank you, Glenda,! You are a wonderful asset to the parish and we do appreciate all that you do.

### Website:

Updating of the website News, Calendar and Gallery is ongoing.

There have been 2 new galleries created this month:

- **The Melbourne Cup 2016** - <http://www.apwb.net/gallery/melbourne-cup-2016> ; &
- **The Parish Camp** - <http://www.apwb.net/gallery/parish-camp-2016-camp-bornhoffen>

The Parish profile of newly elected office bearers for 2017 is being updated.

Youth ministry and our future and spiritual growth landing pages will be updated by Rev. Scott and Jess as time permits.

### Parish Asset Register:

Annmaree has been working on the parish Asset Register. However, there has been no progress for the past couple of months as Annmaree has other things on her plate. **If you can spare half an hour** or an hour to identify and record items for the audit please contact Annmaree, your help will be greatly appreciated.

### Re-vamping the Parish Key Register:

This is a "work in progress"! Glenda has been so busy in the office – especially with the Audit preparation. It is still on the long-term plan. There is a key register in place and the re-vamp is one of Glenda's wish-list tasks.

### Office PC:

The Office Computer replacement (budgeted for 2016 and which has been on hold) will proceed when the budget bottom line permits.

Ian Carr

## Liturgy...

Planning is underway for 2017 and suggestions to date include:

- 3 February – Prayer vigil for Parish
- 11 February – Young Adult Worship night. Not a Eucharist. St George is hosting.
- 23 March – St George's Day – option for Bishop to attend if she cannot attend Pentecost
- 4 June is Pentecost – invitation for Bishop to attend.
- 11 June Admission to Communion
- 23 July – St James Day
- 8 October – Blessing of Pets
- 5 November - All Saints – Invitation to funeral families
- 3 December – Advent Sunday
- A Monthly – Messy church, possibly on Saturday afternoon on the 4<sup>th</sup> Saturday of the month with a short worship service after activities. Rev. Sarah is organising a planning group to establish this.



## Christmas Worship...

### St George's Church

Christmas Eve Family Service 6.30pm

Christmas Eve Service 11.30pm

Christmas Day Worship 8am

### St James'

Christmas Day Worship 8am

## Christmas Greetings...

As this is our final formal meeting for 2016 Parish Council wish you all a happy, holy and safe Christmas Season. We pray for our Lord's blessing on all our parish family and their loved ones. We think especially of those who will not have loved ones close by at Christmas. Snippets will be back in 2017!