

Anglican Parish of Altona/Laverton

St Eanswythe's Altona with St Clement's Altona Meadows

PARISH COUNCIL: Minutes

10.00 am Saturday 14 February 2026, at St Eanswythe's

1. Opening prayer 10.11 am
2. Attendance/apologies

Name	Role	Present	Apology
Rev'd Kerry Davis	Vicar	Y	
Rev'd Johnwerni Maryoe	Curate		A
Elizabeth Croft	Parish Councillor	Y	
Michael Francis	Parish Councillor		A
Lily Griffin	Parish Councillor & Church Warden	Y	
Richard Hallett	Parish Councillor		A
Denis Lee	Parish Councillor & Church Warden	Y	
Dean Mason	Parish Councillor & PC Secretary		A
Anita McAnda	Parish Councillor	Y	
Fred McAnda	Parish Councillor	Y	
Ting Wang	Parish Councillor & Treasurer	Y	
Anna Watts	Parish Councillor & Church Warden	Y	

Total present (require 6 for quorum)

8

Francis Lar Kabaw	Observer	Y	
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Name	Role	Present
The Rev'd Danny McRoberts	Associate Priest (Te Wairua Tapu)	-
Cindy Dennis	Te Wairua Tapu	-

3. Minutes of previous meetings (17 December 2025 and 31 January 2026)

17 December 2025: Moved: Fred / Seconded: Lilly

31 January 2026: Moved: Anna / Seconded: Fred

4. Business arising from the minutes (not included elsewhere)

Review of Actions:

- Update of authorised account signatories
 - CBA and Bendigo

Motion: Edita Abram, Parish Administrator, to be given payment authorisation on the Parish accounts at the Commonwealth Bank and Bendigo Bank.

Moved: Anna / Seconded: Lily. Motion carried.

- Compliance Officer: Michael Francis, Richard Hallett and Rev Kerry have met to update the Safe Ministry Database maintained by the parish.
- Edita to check that the diocese is deducting the correct new monthly assessment amount and advise the PC.

5. Correspondence

In:

- Ad Clerum – 6 February 2026
- Oodthenong Newsletter – 6 February 2026
- Email advice from the Diocese that the remainder of the assessment refund of 14,634.72 would be remitted to us. This amount has been credited to our CommBank account.

Out:

- Hobson's Bay City Council invoiced \$10,367.33 (plus GST) for 2025 St Eanswythe's carpark rental.
- Design concept sought from Melbourne Polytech Glass & Glazing design team. Outline should be available by the end of February.
- To comply with the Diocesan electrical checks for church properties 3 electrical contractors were invited to quote for this work. The successful contractor was Shellards. Edita wrote letters to the electrical contractors who were unsuccessful. One of these contractors has asked not to be contacted for future quotes.

6. Reports

i) Wardens

- The stipend funding for Assistant Curate's first year will soon be spent. The application for Birch Trust funding for year two was unsuccessful. In the meantime, Archdeacon Glenn Buijs is seeking alternate financial sources.
- It would not be appropriate to expect the Curate to continue serving without a stipend to support his family and meet normal household expenses. This would place the family under undue strain and raise significant pastoral and ethical concerns.
- This matter should be raised with the diocese so that the parish concerns are noted.
Action: Rev'd Kerry to work on a draft to the diocese and discuss funding sources with Archdeacon Glenn.

Church Cleaning and Gardening Roster

Mowing contractor Jo Camilleri will be unable to provide his service at St Clement's due to retirement. Lily will ask if he could continue on a one-off basis until such time a permanent mowing arrangement is established.

Rev'd Kerry proposed that a Cleaning and Mowing/Gardening Roster be established staffed by parish volunteers. A 2 hour commitment per month to serve the church in this way would not seem to be an onerous undertaking. Cost savings would accrue as currently cleaning is met from the parish budget as is the mowing at St Clement's. St Clement's having a large grassed area would pose a particular challenge to mow.

Rosters signup sheets will be available for volunteers to write their names.

Issues noted were:

- People's availability and limitations.
- Previous cleaning rosters had "run their course" as people were no longer able to commit.
- How do volunteers access the churches when they are available?
- Could they serve in teams.
- Is there opportunity for BYO Fellowship/prayer time, depending on availability.

Action: Make roster sign-up sheet available and test the water.

Wardens' Report: Moved: Anna / Seconded: Fred

ii) Treasurer

Question: Does the budget allow for the office & sacristy roof repairs or parish electrical work?

Answer: It does not. Funding for these projects will need to be reallocated from lower priority areas of the budget.

Treasurer's Report was Moved: Ting / Seconded: Anna

iii) Vicar's report

During Rev'd Kerry's absence on leave, Rev'd Johnwerni will lead the services and ministry which will be covered under his existing hours and days of engagement.

Farewell gift for Bishop Brad.

Motion: That the parish contribute \$100 to Bishop Brad's farewell gift fund coordinated by the diocese.

Moved: Denis / Second: Anna. Motion carried

Vicar's Report was Moved: Rev Kerry / Seconded: Lilly

7. Clearances for Safe Ministry update

(Michael Francis, Compliance Officer; Sandra Hansen, Child Safety Officer at St Clements; Anita McAnda, Child Safety Officer at St Eanswythe's)

- See *Arising Business Point 2*: The Database is being worked on to make it more accessible and up to date.

8. Parish Planning Day

Spreadsheet of parish priorities to be updated

- Anna cannot access it through her Apple laptop/phone.

Next steps: Needs to be in a format accessible on all devices.

9. Other business

No other business arose in the meeting.

11. Dates of next meetings (7.00 pm in person)

- 18th March, St Clement's
- 15th April, St Eanswythe's
- 20th May, St Clement's
- 17th June, St Eanswythe's
- 15th July, St Clement's
- 19th August, St Eanswythe's
- 16th September, St Clement's
- 21st October, St Eanswythe's

10. Closing prayer, at 11.14 am

Minutes Signed and Approved: Rev'd Kerry Davis, Vicar & Parish Council Chair: _____