

Minutes of All Hallows Leadership team 23rd September 2019

Present

Marc Baker, Liz Aver, Martin Handford, Steve Murray, Ben Goddard (arrived part way through)

Apologies

Heather Alford, Lucy Larkin

Fenella Briscoe – resigned from Leadership Team, having left Kea Church

Steve opened in prayer

Matters for discussion

Response from church family following recent announcements/communication plans

Ringling of the Bells

Start time/service lead in

Hospitality

Order of service

Welcome

Children and Young people's Area

Church Layout

Children's songs

Signage

Date/content of next meeting

Response from church family/future communication plans

Responses have come via emails, discussions and calls to Marc, Sian and various members of the leadership team. Concerns have been about "donuts", "perceived issues of service time change", lack of sufficient team members for the hospitality team, "having coffee before hand", the need for a quiet time. Some positives have been fed back to Lucy.

Agreed that many of church family have not fully understood/grasped why we are doing this.

Agreed that communication needs to be increased and focused on the purpose of this – the desire to reach and welcome families, children and youth and make the service more friendly for them whilst not alienating the current church family.

Agreed that each week the service leader will focus on this and identifying a different facet of the campaign. Run as a countdown.

Flyers are now ready to go to schools and families and other groups – Stay and Play, Scouts etc (900)

Facebook page to be updated and also church website.

Steve to discuss with Hannah to look at possible campaign, photos, video etc.

Ringling of the Bells

The discussion about the ringing of the bells was continued from previous meetings. It was agreed that, whilst some of the church family liked arriving at church to the sound of the bells being rung they did hinder both the welcome by welcomers and the practicing for the music group. Marc has agreed to speak to the bell ringer's leader and to suggest moving the time forward.

Start time/Service Lead in

Will be a time of welcome, fellowship and coffee. Leader announces at 10.25 am that the service will start in 5 minutes and that the hospitality counter will shut then until after the service.

Hospitality

Hospitality team need more members. They will stand up in a service to encourage for more members. They are considering ways of managing providing the drinks and food prior to and after the service. Sian is discussing cake options.

Order of service

Suggested order/timings as follows:-

9.00 am Band worship practice

9.45 am Prayer time for all those helping in the service incl. welcome team – meet in hall

10.00 am Welcome team start welcoming

10.15 am Service starts with fellowship and coffee time

10.25 am Leader announces hospitality closing and service starting at 10.30 am

10.30 am Service starts

10.40 am children's song prior to kids leaving

10.45 am children leave; song for adults

10.50 (at the earliest) preach, bible reading, prayers and response – actual order here can vary, prayers could be before the preach.

Note

Communion Sundays

Children will NOT enter the service at 10.15 am but go straight to the hall. There will be opportunities for them to strengthen their friendships, worship together and learn new songs with Steve and Hannah - It is likely that the older children will also be with them. The older children can then return to the service at 10.30 am. Adult worship starts as normal at 10.30 am

Communion will take place at 11.25 am for 15 minutes – children will return for communion

Welcome

Welcome team will have 3 team members each Sunday – one outside (weather permitting), one just inside the doors, one further in. That 3rd member will lead visitors, newcomers in and try to link them up with current church family members,

help them settle in, answer any questions, advise about children's groups, facilities, direct to the church hall for toilets etc AND follow up after the service, introducing them to the ministry team and other church family members. Agreement also confirmed of the Welcome Team's plan that ALL members of the church family need to engage with visitors and new church family members both in this time of fellowship at the start and end of fellowship.

Children's and young people's Area

This is currently operating out of the area in front of the organ. It is already being used. Concerns voiced about the style of usage. Concerns that children don't engage in the service if they simply sit and play. Suggested that we need to engage the children in the service so that they learn about Jesus.

Agreed that the service leader will need to announce at 10.30 that service is starting and children to go back to be with their parents. Suggested that children given musical instruments, flags etc and to join in with the children's songs. Steve to build up to this.

Agreed that the area must be a "family area" not just a "children's area" so that children sit with their parents and engage more fully in the service.

Suggested that family area should start with the first two rows of seats on both sides at the front of church plus a horseshoe layout of children's bean bags and some tables up on the stage.

Church layout

Welcome desk – no final location for this can be agreed until the reorganisation of the church layout has been agreed. However suggested that a small table could go just inside the doors of the church on the right.

Large desk/counter currently behind the back row of seats. Agreed that this can be removed and made smaller and repurposed as a welcome desk.

Vertical Welcome board to be made to hold welcome leaflets but no exact location agreed yet

Back row of seats. Agreed that it is important not to let these encroach into the area freed up by the removal of the counter. Back row of seats will be moved forward slightly and wooden batten currently on the floor should stop "seat creep".

Café layout – tables and chairs. Agreed no café layout at the rear for the immediate future.

Position of the band. Band to move back to their previous position further to the side

Area in front of the organ. With the move of the family area the area in front the organ to be put back to accommodate normal seating

Some general seating reorganisation: any seats not in the line of site of the new tv screens to be removed so that everyone has good, clear views.

Assessment of planned Layout. Agreed that leadership team will go and try a layout after the scouts meet on October 2nd. Meet at church at 8.30pm.

Children's songs

Steve has received a list of possible songs that can be used from previous and current members of the music group. He and Hannah will be seeking to teach these to the children for use during the service

Signage

Main church sign is being replaced. Agreed that new larger signs, on longer poles are procured for the car park. Also a new sign identifying the way to the church entrance to be made and positioned inside the church grounds - maybe need two. Another sign pointing the way to the church hall from the church. All signs to be in the church corporate blue and type face. Made of wood and properly sign written.

Next meeting

Wednesday October 2nd, 8.30pm to configure layout of the church as noted above and test out all other details. If necessary agree for another meeting prior to launch date.

Liz closed in prayer.