**Minutes of All Hallows Leadership Meeting 28/01/2019**

**Present: Fenella Briscoe, Liz Aver, Ben Goddard, Marc Baker, Lucy Larkin, Heather Alford. Apologies:** Jonathan Larkin, Jonathan Rowe. Jonathan Rowe is moving on to become a curate. We discussed a farewell. On Mission Sunday (April 6th) Jonathan is preaching and he and Hilary will be interviewed as to their future. We will arrange something to mark their farewell.

Minutes from the last meeting were agreed.

**Items from the Agenda:**

**Item 4. The training day on team working**: feedback welcome. What are the implications of the day for our group? We need: a chair and a minute taker.

We need a minute taker for: specific agenda setting and contact between meetings. We agreed to rotate as minute taker amongst ourselves, but we would need to work to a common template. Type of minutes Some detail but mainly action orientated. **Action:** We agreed to share proformas of types of minutes.

We need to approach someone to be a Chairperson. We mentioned two specific people who could perhaps fulfil the role of Chairperson. Next steps? Description of the role of the Chair from the Training Day could be amended and sent round by email. **Action**: Heather Agreed to do this. Submit names before the next meeting, but not by email. **Action**: We will meet together at end of service on 17th Feb. to share names to consider.

Some discussion was had as to our weakness at identifying criteria, giving them a rationale and evaluating success. We need to be clear about our reasons for initiating something. Also, how do we bring people in and out of the meeting? e.g. youth and family’s worker? Pastoral care co-ordinator? Would these people feel more supported if we did invite them? it was agreed that it is helpful when they do come and helps to share communication. They don’t have to stay for the whole meeting.

**Item 5. Review of Eat Together Sunday.**

Clarify why do we have this? 10 hosts and 70 people involved. Rationale is a way of people becoming more included in the life of the church. Should this be delegated to a Welcome and Hospitality team? We don’t have a Welcome and Hospitality team, but we do have a Welcome Team and Catherine Hanford is leading that up. But that is not the same as hospitality. We need to identify people who have hospitality gifts. Eat together Sunday straddles Welcome and Hospitality. Two weeks before seemed to be a good time frame to notify people. **Action**: Liz and Heather will involve others to grow the team. Also agreed to write a year plan of hospitality events.

**Item 6. More volunteers for AH cleaning rota.** Cleaning happening this week on Tuesday, Thursday, Saturday. Could be done once a fortnight. **Action** 1. **Marc**. look at skills database. 2**. Liz**. Look at list (cleaning rota) and find someone who will approach people and ask them specifically to help. 3. **Fenella** to say to Prayer team- pray for gaps to be filled and/or people to give up doing things that are not lifegiving to them.

**7. Who can help with yrs 3-6 Sunday Club?**

Need people to help with control of the group and engagement of the children. **Action**: Heather volunteered to go through Church Suite skills list and ask people. Ben volunteered himself to help with the group on a Sunday. **Action** rest of us to think of people who might be asked to help.

**8. Buildings report.**

Not able to take this item fully as Jonathan Larkin not present. Sian Goddard sent us an update email on 09.01.19. Some discussion about progress so far. Feedback on digital organ positive.

Comments to communicate to group organising this: shouldn’t the passing on of the old organ and the purchase of the new organ be cost neutral to us? How can we be sure that the organ is taken out in a way to leave the building looking ok? Is lighting (e.g. for different activities) being considered by the architect or the AV group? **Action**: who is going to do this?

Outside lighting between church and church hall and church and old car park needing to be reviewed? Safety considerations, cost implications, faculty needed? Someone to draw up options and costings for different options. **Action:** Ben to ask Alan Jones and feedback to us.

**9. Alpha**

Lots of enthusiasm for this. It will happen starting Tuesday 30th April starting at 7pm. Either at Church or Church Hall. Teams are already in place.

**10. Thy Kingdom Come**

Fenella and Maureen would like to do an Open Day at Kea on the Saturday 8th June. They would recruit a team of people to organise prayer stations. Churches Together will be organising other things we can join in on. Begin and end with worship? Discussed the possibility of hosting a worship event at another time.

**11. Christmas Service Review**

Carol Services. Which week to hold Carol Services? Week earlier possibly. Confusion about tea and coffee and mulled wine. Better to do it afterwards? Think about it for next year. Need drama or some other thing to break it up? Traditional or contemporary? Can be contemporary in the words/drama/talk/songs (i.e. solo) but traditional in the music (carols).

All-age carol service. Good. Who came to that? Is it a ‘normal service’ or an outreach event? – both i.e. ‘outsider friendly’. Evening Carol service is main outreach event.

Crib service. Organised chaos. Good. Needs a real donkey.

Mid-night service. Smaller than last year. When Christmas is mid-week more people come. Very few church members come, eclectic mix of people. The leadership team is happy not to have a mid-night service in the future.

All-Hallows service. Lots of Larkin input. Who is left on rotas? e.g. of families. Need to be aware that this can happen to prevent it next year.

**12. Communication this meeting to All Hallows church family.**

What to communicate? Who we are and content of our meetings? Also to say, any more feedback e.g. on the organ please feedback to us. **Action:** Ben to write three paragraphs for notes and news.

**AOB.** Brought by Fenella- Sunday worship. One person unable to sing because they can’t read the words on the overhead. **Action**: Fenella to follow it up why this person couldn’t see so we can make necessary adjustments.

Next meeting 25.02.2019. LL. 30.01.19