

St Kea Leadership Team Meeting notes – 24/04/23

Chair – Heather Alford

	Notes	Action
Apologies for absence / Confirmation of minute taker	<p>Present: HA / HO / MH / HB (on Zoom) / LL / BG</p> <p>HO - taking notes</p>	
Bible thought and opening prayer	<p>1 Peter 5 v1-12</p> <p>v1-5: Our role in the leadership team. Watching over God's flock, because we are happy to. We are like shepherds in this congregation, looking after people pastorally, encouraging them. Attitude of serving, servant heart. Keep looking for ways to encourage others.</p> <p>v6- Self-controlled and alert. Standing strong and steadfast. Take time to restore ourselves with God. Making time to pray. Openness to God's spirit. Heather closed in prayer.</p>	
Approval of minutes from last meeting	All approved.	
Matters arising from minutes of last meeting	HB mentioned that the visual representation of areas of church life to be discussed further.	
Review of services (with vision in mind) To include distribution of communion and music and worship provision.	<p>Communion - time to offer bread and wine separately? Discussion about whether fear of Covid and link to shared cup. Best to give people choice - so one side dipped wafer / wine, the other side being shared cup / real bread. LL - need to give people warning of the change, more than just on the day. To be announced the week before in the service and on the weekly newsletter. Need to recruit some more people to help serve communion - HA to talk to John Glinn.</p> <p>Music & Worship provision - Matt Molyneux (MM) stepping down from Worship co-ordinator end June. He won't be able to lead a band anymore but will play every now and then.</p> <ol style="list-style-type: none"> 1. Helping people to grow in their music gifting: Chris South possibly take this on? - HB to talk to Chris about this first 2. Admin component arranging / planning the rota: Clare Green possibly take this on? <i>(Unless whoever does the above role wants to do this too)</i> 3. Leading a band: need someone else for this as well. HB mentioned that Clare & Kevin are leading a lot now, need to make sure they are not over stretched and that we find more volunteers for this area. <p>Eat Together (in homes) - needs to be planned 3 weeks in advance: 1st week sign up / 2nd week to let people know who they are hosting and where people are being hosted.</p>	<p>HB to talk John Glinn changes in serving communion</p> <p>HA to talk to John Glinn about Communion servers.</p> <p>HB to talk to Chris about taking on this role.</p> <p>HB / office to advertise in newsletter 3 weeks prior to event and have</p>

	<p>SEP Acknowledgement of great Soup lunch last Sunday and all the work that has gone into it. SEP</p>	<p>sign-up sheets ready for Sunday morning.</p>
<p>SKLT Plans for coming months (with vision in mind)</p>	<p>Praise & worship evenings: HO reported that MM still keen to be involved in organising these events despite stepping down from Music coordinator role end June. The team have planned to run these every 2 months with proposed dates to end of the year:</p> <ul style="list-style-type: none"> • Fri 26th May • Fri 21st July (<i>instead of 28th in case people are away on Summer Holidays by then</i>) • Fri 29th Sept • Fri 24th Nov <p>HO reported that MM won't be around for Sept and Nov (due to working away from home and baby due) but with the May and July ones planned, hopefully there will be as team together by then to let the Autumn ones run. Open it up to whole Trinity churches? - HO (or MM) to talk to Mark / Vicky about how that will fit in to the Trinity calendar of events. SEP</p> <p>The event is aimed to offer praise and worship in a more relaxed and focussed style than we have on a Sunday morning.</p> <p>HB concerned about capacity of musicians and other events, make sure that they are not overstretched.</p>	<p>HO (or MM) to talk to Mark / Vicky about how that will fit in to the Trinity calendar of events</p>
<p>Youth and children's provision and staffing.</p>	<p>Reception-Yr3 group: HA reported that she has asked Deborah Beecham to leader the youngest group but not heard back.</p> <p>SEP Yr4-6 group: HA and Rachel both stepping down as leaders and need people to step up as leaders.</p> <p>SEP Sunday Youth: Have 5 regular leaders: Chris Ramsey, John Horner, Natalie Russell, Jo Stone & Annabelle South SEP</p> <p>How do we recruit more helpers? SEP</p> <p>Action: SEP</p> <ul style="list-style-type: none"> - Approach all the parents that are not currently on the rota (HA has started). SEP - Talking about it during a service on a Sunday morning (HB to do or ask others to do) SEP <p>SKLT response to be communicated: Priority to focus on children and youth SEP</p>	<p>HA to approach people for younger children's groups.</p> <p>HB or service leader to talk about the needs for volunteers for these groups on a Sunday morning.</p> <p>Discuss SWYM application further in next month's meeting and HB to update SKLT on any Trinity Youth plans and the plan for Sam Payne's role with his contract</p>

	HB reported that the SWYM application is live but no applicants yet.	coming end at the end of June. Needs further discussion on Youth provision from July onwards.
Creation Care / Buildings update/ Events	<p>Creation care - MH reported that Chris & Annabelle South joined, bringing a wealth of knowledge, and have recommended a website to help with ideas to pursue. Pushing on with award application for Silver <i>A Rocha</i> eco church award. Agreed on where to position noticeboard in church ground. Sue Horner suggested someone to make one, save money. Archdeacon to be sent all details about noticeboard for approval. Trying to do things that won't cost a fortune and lead the congregation in areas they can help and make changes.</p> <p>Buildings - MH reported that Geoff Aver is leading this. Next meeting is planned for Thurs 4th May to discuss location for toilet and working on spec. Temporary / permanent building is the idea, off the church porch. MH to talk to Alan Stanhope about shepherd hut style structure and then will arrange getting costs.</p> <p>Lighting - BG gone back to one of the suppliers (last month and followed up again to clarify) about quotes being reviewing and provided as Bronze / Silver / Gold costs.</p> <p>Church building jobs - Clear out tables on the right-hand side and make less cluttered. Cut back of the stage area to floor level in the south transept. Some compliancy work to catch up on after Covid - BG asked HB whether Vicky will be involved in this role but not sure. BG to follow up.</p>	<p>Creation care team to send details of noticeboard to Archdeacon for approval</p> <p>MH to talk to Alan Stanhope about shepherd hut style structure and then will arrange getting costs.</p> <p>BG to follow up lighting quotes for next meeting.</p> <p>BG to ask people to get various building jobs done and check with Vicky re: compliancy role.</p>
Pastoral care	We discussed pastoral concerns / issues.	
Prayer	We closed in prayer	
Date of next meeting	Mon 22 May, 730pm	

Things for next month's Agenda:

LL - Could we also discuss how to enable some new people to take on up front leadership roles please, e.g. Readers etc. We do need to 'refresh' with new people every so often and we have had a lot of new people join with perhaps potential to take up these roles. Getting them trained etc. can take a few years too, so good to begin the process.

Approved by: HO / LL / MH / HB / BG / HA