

**The Methodist Church Thames Valley Circuit Meeting
7.45 pm Thursday, 24th May 2018 at Burnham Methodist Church**

MINUTES

Note: CA. stands for Church Action needed.

Present: Rev. Sonia Hicks plus three other Ministers, five Circuit Stewards and 31 other members as listed on the register of attendees. Two Observers were present. Apologies were received from 12 members. 7 members did not attend or give their apologies. Also present as a guest observer was Mr K Kingston.

1. Welcome and opening devotions.

The meeting opened by singing hymn 80, followed by a reading from Exodus 3, vs 7-12; an extract from a book called "Our Iceberg is Melting" was read out. Devotions concluded with a prayer and singing hymn 473.

2. Membership of meeting and apologies for absence.

Apologies for absence were received from Deacon Andy Packer, Rev Dr Malcolm White, Mr Charles Buckman, Mrs Kathy Rickman, Mrs Patie Crockett, Mr Keith Le Page, Mrs Laura Clack, Mr Kwabena Amankwah, Mrs Janine Amphlett, Mr David Ridley, Mrs Lynn Packer, and Mrs Linda Harrison

3. Agreement of the agenda; notification of items requested for AOB:

Additional items to the agenda:

- 3 Generate;
- Recommend the book *Our Iceberg is Melting*;
- Worship foundations;
- Sabbaticals.

4. Minutes of last meeting (as already circulated) and matters arising.

Jon Garde as a candidate for the Presbyteral Ministry Update – The preacher at his recognition service was Dr John Long. Jon had met all conditions and will go into training in September.

Data Protection and the Methodist Church – a meeting is to be held in London on 12 June and Naomi will be our Circuit representative. Any questions regarding data protection to be sent to Naomi. The question of software for church computers was raised, which Naomi will take to the London meeting.

CA

Sonia explained that there are various reasons why we can hold information on people.

- Legitimate interest route: information held in pastoral rolls, adherence records, list of office holders, minutes of meetings, users of Church premises and their information, CCTV on premises and information regarding tenants in Church properties – consent is not needed for these seven items.
- Church Treasurers can hold information for taxation purposes.

- Safeguarding – consent not needed. Can hold information to contact people on mailing lists but can't do it with adherents for fund raising purposes. Information cannot be passed on.

Data mapping is the next piece of work we are required to do – e.g. what lists we hold and how they are held? If hard copies, how are they stored? Circuit Staff will start the process first to see if there are any gaps. Toolkit will be coming online and will be a guide through the processes. Each Church to print out and display a privacy notice (15 sides). This is a generic one. Give a link on all websites and electronic mailings. If there is a breach of data TMCP should be contacted. If there is a request for the information we hold on an individual, then TMCP require that a response be given within 40 days. Items submitted for website with personal information (ie email or phone details) will need that person's consent before the Webmaster can display it. **CA**

5. Work of the Smaller Churches Group

This group continues to meet and gives a forum for the smaller churches to talk and share both problems and successes. Two events have been organised this year which had been open to the whole Circuit – their usual hymn-singing afternoon, led this year by Naomi Sharp, and a visit to St. Alban's Cathedral. Thanks were given to Naomi and Kathy Rickman. The smaller churches have been given a head start by Sonia to think about the strategy paper being introduced. The Group had also been looking at and talking about "A discipling presence", the latest workbook on working in small churches and/or in rural areas. Conversations are on-going, but most have had useful discussions at local level.

6. Safeguarding Update and agreement of Circuit Policy

A refresher course will be held at Eton Wick on 9 June. Senior Stewards to check who should go on it. **CA**

Sonia signed the Circuit's Safeguarding Children and Vulnerable Adults Policy document. Contact Kathy if you have any queries about organising a trip. This Policy document was agreed at today's meeting and will be reviewed in March 2019. Carried with one abstention.

Confirmation was given that every Senior Steward had an up to date DBS Certificate with the exception of St Mark's Crescent. Rev Margaret will take this up for Keith. **CA**

7. Circuit Appointments 2018/19

- Circuit Steward replacing Mrs Liz Tottingham. Keith Machin was nominated and the meeting voted unanimously to accept the nomination.
- Two further Circuit Stewards were proposed at the last meeting, as Elsa and Connie were due to finish next year – no one else had been nominated yet.
- Circuit Treasurer. Mrs Sue Le Page was proposed and accepted unanimously to replace Mr Chris Wren.
- Circuit Minute Secretary. Mrs Anne Haggarty was nominated to replace Mrs Diana Phipps and the meeting unanimously accepted the nomination.
- Deputy Webmaster to maintain the website – e.g. checking emails, updating the NEWS page - when webmaster away. Please ask in your congregations.
- Advertising for a new lay-worker (or 2) to replace Naomi Sharp – permission to appoint one or two new lay worker(s) was carried unanimously.
- Sonia sought the meeting's approval to recruit a part-time Circuit administrator – this was carried unanimously.

8. Circuit Strategy Planning

It was proposed that the Circuit be made up of three centres – Maidenhead, Slough and Windsor. There followed breakout group discussions for each of the centres to discuss the summary compiled from church responses to Sonia's request for comments on Circuit Strategy Planning.

Slough – no additional comment about document. *[After the meeting some notes were handed in and have been added in as a postscript to these minutes.]*

Windsor – small churches were gravitating together and thought that three centres was a good idea. Diaconal ministry – need to do more work on understanding this.

Maidenhead – liked the idea of being a centre – to hear each other's visions and perhaps to mesh them together to see what resources were needed. It would be difficult to attract lay workers to the Circuit without accommodation. Worshipping together as a Maidenhead group. Need to do some financial planning.

Each centre meeting together could be helpful. **CA.** In July, CLT meets with all responses and will have a complete set ready for next CM.

9. Stationing 2019

A briefing meeting has taken place. The Circuit is waiting for a stationing interview with the Chair of the District. Connie will send out profile to Maidenhead churches. **CA**

10. Finance

- **Bank mandate** – because of the change of Treasurer, Chris Wren's signature to be replaced by Sue Le Page. Other signatories are Phil Mount and Glenice White.
- **Internet banking** – as only one name is possible for a signatory, a statement should go to someone else besides the Treasurer. The meeting agreed that Sonia be the recipient.
- **A new resource** was handed out at the meeting called 'The Vine' Subscription would be £20 per church in the Circuit before October. Churches were asked to indicate if this resource would be helpful to them. Reply by July 11th when the CLT next meet. **CA**

10. Property

- Confirmation was given that the outstanding schedules have been submitted online.
- Property Consents – all signed off and gone.
- The meeting agreed to re-let Strathclyde.
- 9 Crescent Drive – as the tenant had been a good tenant and had now been offered the opportunity to have a key worker's house, approval was sought that the tenant need only give two months' notice to quit. Approval was also sought to put up the rent from £1375 to £1395 per month. Meeting agreed.
- The process of signing off the Maidenhead manse (Priesthaus) was going though. The offer was £990K.

11. Circuit Greetings None.

12. Any other business.

- Jonah – a Bible study document - Mindy has brochure if anyone is interested.
- 3generate – event to be held in Southport on 23-24 November 2018. Tickets go fast. Mindy has booked 6 spaces for 8-18 year-olds. **CA**
- “My Iceberg is Melting” – is a book about a colony of penguins – with the theme of “change and managing change”. Connie recommended reading it and identify who you relate to and perhaps who other people in the Circuit relate to! **CA**
- Worship Foundations – The LP Department has produced a new resource that can enable Worship Leaders to reach the required standard in their training. It is for the Church Council to oversee this training and then inform the LP Meeting that the necessary standard has been obtained. This should mean that trainee Worship leaders can cover and reach the necessary standard without completing the first four modules of the Worship and Preaching Course.
- Sabbaticals – presbyters are now entitled to a sabbatical every seven years from the outset rather than waiting ten years for their first one. Therefore it is likely that Rev Margaret Dudley will be taking a sabbatical for 3 months during the next connexional year.

14. Dates for Diaries.

Tues 11 Sept 2018	Circuit Meeting	7.45pm	Hampshire Avenue
Wed 14 Nov 2018	Circuit Meeting	7.45pm	Windsor
Thurs 21 Mar 2019	Circuit Meeting	7.45pm	Colnbrook & Poyle
Tues 14 May 2019	Circuit Meeting	7.45pm	St. Andrew's

15. Closing thanks and prayer.

Sonia gave thanks to Di Phipps, Chris Wren and Liz Tottingham whose appointments had finished. She also thanked Burnham Church for their hospitality.

The meeting closed with The Grace.

Postscript: Slough Group commented as follows:

- We are more mission focused than maintenance.
 - Unsure of what the role of a deacon is. Deacon ideally placed to work around churches as is in no pastoral charge of any churches.
 - Lay worker can do outreach/pastoral visiting to relieve workload on Ministers but must be mindful of declining membership.
 - Plan more local preachers.
 - Possibly less Communion, Lent groups, Advent Groups.
 - One Minister supported by others.
 - Need more plans.
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Editorial note: *Minor changes have been made to this website version of these minutes to aid understanding for those not at the meeting. Minutes are subject to being accepted at the next Circuit Meeting.*