

Navigation team meeting

Date: 04/02/2026



Attendance

Attendees: Rev Martin Cox (Chair), David Clifton, Rev Martin Fuller, Fiona Glover, Lisa Gilligan, Paul Hancock, Kath Pennington, Rev Chris Stafford

Apologies: Fr Michael Vyse

	Action summary from the previous meeting (<i>date</i>)	By whom	By when
1.	N/A		

Minutes of the meeting

<u>Agenda item</u>	<u>Summary of the discussion</u>	<u>Actions agreed</u>
1. Welcome and introductions	<ul style="list-style-type: none">Navigation Team members introduced themselves and shared their current joys and burdens. Rev Martin Cox (Fit for Mission Change Lead; Rector, Newchurch Croft and Winwick, Area Dean of Winwick); Liz Thomas (St Oswald's Winwick); Kath Pennington (St Luke's, Lowton); David Clifton (All Saints, Glazebury); Rev Martin Fuller (Curate, Croft and Culcheth Team); Rev Chris Stafford (All Saint's Newton, Winwick Deanery Schools Minister); Fiona Glover (St Thomas, Golborne); Paul Hancock (Deanery Lay Chair, Emmanuel); Lisa Gilligan (FfM Change Facilitator)Lisa introduced the agenda for the meeting	
2. Where are we up to?	<ul style="list-style-type: none">CLT have been meeting regularly since the Autumn vote. The team is working well but isn't a consistently present group due to capacity of members and conflicting priorities. A more consistent model is being developed going forward, whilst remaining mindful of people's capacity.Clergy Leadership team will be attending a Chapter residential next week. They will be joined on day 1 by Ann Cheung and Lisa Gilligan to begin a team coaching programme. Day 2 will be a pre-lent retreat.The change lead has been appointed (Martin), and the navigation team is formed. An administrator is currently being recruited. This is someone employed through FfM and provides support to the deanery throughout the process; there should be updates on this in the next few weeks.CLT have begun initial communications with congregations through an information bulletin.	

	<ul style="list-style-type: none"> • The PCC information event was held recently and was very well received. It aimed to engage with the PCC and church officers to inform them of what to expect during the acting as if phase. Feedback was given that the churchwarden group was very encouraging and a sense of team spirit was built, making people feel more confident in the change. • Lisa and Martin have attended some PCC meetings to answer questions and engage with people's concerns. One of the tasks of the navigation team will be deciding how best to answer the questions raised from these meetings. • The acting as if launch was held on Sunday (February 1st) at St Oswald's. It was well attended. Simon's sermon was very encouraging, and it was suggested for a recording to be made available to share with others who couldn't attend. Martin will speak to him about this. The team agrees that recordings to share and reflect on would be helpful. • Martin has expressed that there is a desire for the Right Buildings process to begin sooner rather than later. The process can't fully begin until a Buildings Team is appointed as it's very locally led, but the technical visits can be arranged now. The fit for Mission surveyor, Craig, will visit each church to carry this out. Lisa has been in touch with the PCC secretaries to arrange who should be contacted on this within their church. This person will meet Craig at the building. Some team members expressed that they haven't heard about this information so Lisa will resend an email. Anyone who is aware of who this is should contact Lisa with their details. • A query was raised about if churches not in the LSP are involved in the Right Buildings process. Previously, this has not happened, but the team discussed that it would be helpful for all the churches to be included in the review which addresses the needs of the building but would not be included in the decisions regarding the needs of the LSP. This will streamline the process if anyone joins the LSP later on. This is also dependant on Craig's capacity and the desires of each church. Lisa will discuss this with Craig and the buildings team. 	<p>Martin to speak to Simon about recording a sermon.</p> <p>LG</p> <p>All.</p> <p>LG</p>
<p>3. What will the navigation team be doing?</p>	<ul style="list-style-type: none"> • Navigation team terms of reference and orientation document have been circulated in advance of the meeting. • A query was raised on how the documents have changed over time. The orientation was originally prepared for cohort two and Lisa has 	

	<p>adapted it for Cohort three. There had previously been more change teams, but this was reduced due to capacity and overlap of work.</p> <ul style="list-style-type: none"> • The portfolios referenced in the document vary across LSPs based on the priorities of each and the mission work already happening. This is an example of the ways that the navigation team can reassess priorities as the project moves forward based on the specific needs of the LSP. • New Parish Oversight section query: Concern was raised over the capacity for building a leadership team at Emmanuel and possibly other churches as many of the congregation are new so may feel wary about joining these teams or have limited capacity. • FfM will be rooted in prayer. The suggestion was made to develop a FfM prayer, similar to the lycig prayer, which is what West Derby built from, editing it to be specific to FfM. The team suggested that the themes of this prayer should focus on the church belonging to God. • A discussion was had on ideas surrounding prayer groups, with suggestions for focussed prayer groups and Pudding Church. 	
<p>4. How will we work together?</p>	<ul style="list-style-type: none"> • The RAG overview was shared around the table. This is the plan for the project that tracks all the tasks required which Lisa and Martin will monitor. From this, Lisa has developed a monthly workplan which the team have online access to. This document is a flexible guide that can be changed as needed. The priorities for the current month are: <ol style="list-style-type: none"> I. navigation team orientation, II. change team appointment process decisions, III. strategy to address parish feedback questions, agreeing prayer strategy, IV. arranging initial building surveys and beginning to develop a comms strategy. • Lisa emphasised the importance of the focus remaining on the 4 priorities of FfM (introducing more people to Jesus, deepening discipleship, raising Lay Leaders and working for justice) with the RAG document acting as a guide for achieving this. • The priorities for individual team members outside of meetings are: prayer, acting as a conduit for each church, reading and reviewing documentation • The team requested a WhatsApp group being made to share prayers, thoughts and updates. Lisa will set up the group and meet with anyone unsure to guide them through the process. • It was agreed that documentation will be circulated by email. 	<p>LG</p>

	<ul style="list-style-type: none"> • SharePoint was introduced, a way to share documentation. A navigation team folder has been made which the transition team will be given access to. Lisa will send out an invitation to this. If the team has any issues accessing this, they should let Lisa know. SharePoint allows for everyone to work on a document together. As a trial, Lisa will upload the Lycig prayer to Sharepoint for everyone to add their comments to. • It is agreed that navigation team meetings will always finish by 9 with a model of worship, business and social communication. • A suggestion was made to allow the meeting times to be flexible to allow for any festivals happening around the time to prepare for, personal events people may want prayer for, social engagement etc. • Minutes from the meeting will always be kept and shared for full transparency, outside of anything that must be kept confidential. It can be decided by the team what is meant by these minutes being public. This will be raised as a future agenda item. • Comments were given that sharing updates from each person at the start of the meeting, positive and negative, allows for better working relationships and support in the team. 	<p>LG/All</p> <p>LG</p>
<p>5. Future meeting schedule</p>	<ul style="list-style-type: none"> • The possibility of daytime meetings was raised. • The team confirmed that they're happy to keep the meetings at St Oswald's Parish Hall. Wednesday or Thursday are the best days for regular meetings. Some people have occasional commitments in these times. • Team members are happy to join meetings online when required on a teams call. • The next meeting will be 3-5pm next Wednesday 11th at St Oswald's Parish Hall. Martin F will join online from 4 after curacy training, Lisa will look into booking a room for him. • The following meetings will be: <ul style="list-style-type: none"> ○ Wednesday 25th February, 3:30-5:30PM. ○ 4th March 2:30-4:30pm. (The CLT is 12-2 this day). 	<p>LG</p>
<p>6. How will we recruit Change Teams?</p>	<ul style="list-style-type: none"> • Lisa will circulate the terms of reference for the other teams, with immediate priority being the comms team and buildings teams. The navigation team should review these to be discussed at the next meeting where the process for recruiting new change teams will be reviewed. • A comms workshop is being held at St Oswald's by Clare Coombes, the FfM comms advisor, to give people ideas on comms and identify 	<p>All.</p>

	<p>anyone who might wish to join the comms team.</p> <ul style="list-style-type: none"> • The support services oversight team will be formed to draft the support services proposal. • The cultivate team will help facilitate the Church 360s and support local lay leaders longer term. This team will emerge out of the cultivate course, which will be run by a Cultivate Enabler in the Autumn. • A last-minute expression of interest form for the navigation team was sent, which Lisa will circulate to be discussed with the team at the next meeting. 	LG.
7. Questions/ AOB/ Agree Action Points	<p>Action points:</p> <ol style="list-style-type: none"> 1. Martin to speak to Simon about recording his sermon 2. Resend Right Buildings information and contact request 3. Ask PCCs to confirm who will be opening up the building for initial inspections 4. Consult with buildings team regarding inspection of 'out churches' 5. Set up Whatsapp Group 6. Circulate Sharepoint folder invitation, including Lycig prayer 7. Try to access Sharepoint folder and collaborate on Winwick prayer 8. Book meeting room in SJH for MF 9. Circulate Change Teams Terms of Reference 10. Review Change Teams Terms of Reference 11. Circulate last minute Expression of Interest form 12. Ask CLT to share lent courses etc. to be promoted across LSP 	<p>MC</p> <p>LG</p> <p>LG</p> <p>LG</p> <p>LG</p> <p>LG</p> <p>All</p> <p>LG</p> <p>LG</p> <p>All</p> <p>LG</p> <p>MC</p>

Future Navigation Team Meetings:

- Wednesday 11th February, 3-5pm, St Oswald's Parish Hall (Martin F will join online from 4 after curacy training)
- Wednesday 25th February, 3.30 – 5.30, St Oswald's Parish Hall
- Wednesday 4th March, 2.30 – 4.30, St Oswald's Parish Hall