

Navigation team meeting

Date: 6th MAY 2026



Attendance

Attendees: Rev Martin Cox (Clergy Change Lead) Lisa Gilligan (Change Facilitator) David Clifton, Rev Chris Stafford, Ruth Fielding (Admin), Paul Hancock, Kath Pennington, Fr. Michael Vyse, Emily Glogher (Operation Development Manager), Clare Coombes (Communications Advisor)

Apologies: Rev Martin Fuller, Liz Thomas, Fiona Glover

	Action summary from the previous meeting (6/5/2026)	By whom	By when
1.	Right Building Team visit to Emmanuel	RF	Completed
2.	Right Buildings team to visit All Saints	CS & LG	In progress
3.	Clergy invitation to the treasures meeting on 11 th May	MC	Tomorrow
4.	Photos of Navv team for the website	MF	In progress
5.	Meetings with individual clergy	RF	On going
6.	Flyer for the Support Services event on 16 th May	MF	Completed
7.	Email sent to all who attended the Cultivate session	RF	Completed

Minutes of the meeting

<u>Agenda item</u>	<u>Summary of the discussion</u>	<u>Actions agreed</u>
1. Action Points	<ul style="list-style-type: none">All action points from the last meeting are either completed or progressing appropriately.Further discussion took place regarding a prayer diary and the suggestion of prayer meetings monthly, in each of our churches before the launch of the LSP.MC had circulated a document earlier regarding the aboveLG to circulate a sample weekly prayer bulletin from Liverpool South for us to look at.Topic to be placed on the agenda for next week.	<u>LG</u>
2. Change lead Update	<ul style="list-style-type: none">Archdeacon Simon to be with us on 20th May to outline key milestones regarding recruitment & deployment plan.Working towards an event on Sat 11th July Deanery Deployment Summit – treasurers, churchwardens & clergy to be invited along with MC & SF to look at how the plan will roll out.	
3. Support Services Event and plan	Emily invited to share what the support services process would be in advance of the of our event on 16 th May <ul style="list-style-type: none">Step 1 is getting people excited about how we can transform how things work	RF, Emily, All

- Emily shared a handout she had prepared for the Support Services event
- Explanation was given regarding what we do well & how we can move forward
- Bringing a team together to support how our Support services team could look, what are the priorities.
- Unify and support the wider volunteers
- Earlier cohort document also passed around showing how the other LSP's have grown their teams.

Handout was well received, very clear.

- Recruitment now to do groundwork with a development team who will feed back to the Support Services & put forward a proposal of how this would look locally.
- start to recruit on the 16th May for a support change team, includes RF
- 9 to 12 months prior to launch date the first appointments will start to be made for the Support Services Team for the new LSP.
- How do we offer extra support to the wider deanery?
- Places of work, what options available in terms of office etc?
- Meetings to be arranged with other support service teams in other areas to enable sharing of ideas RF to liaise with Emily
- Employment done through a holding church & funds re-imbursed from the diocese – then follows a seamless transition to employment by the new LSP.
- Shadow PCC when formed will go through all the policies & procedures for employers.
- Outsourced HR companies can offer support during the transition process as have been used for the previous FfM cohorts.
- Church finance – all to transfer to the same system 1 year prior to the start of LSP.

16th May

- Emily will share the document we have looked at, sense of timeline & milestones
- List of issues that the Support team will be looking at in the first instance.
- Presentation, break & interactive session.

Church Suite, use of explained briefly.

Concerns expressed regarding occasional office ministry & loss of personal contact. Further discussions are needed. Emily noted that we will be able to shape the service to suit our needs.
RF to liaise with Emily to look at this within other LSP

	Part of the workshop will include an explanation of the type of admin that is so time consuming for the clergy	
4. Comms Discussion	<ul style="list-style-type: none"> • Only one application for our Comms team so Clare invited back to see how we can move forward. • Suggested one trusted person to start then grow a team to share information, share with the church champions • Meet once per month, include people already in other positions • Idea of issuing skill certificates to get young people involved- DofE, 14-18yr olds • Skills for people returning to work or share skill set <p>Clare suggested MF as the trusted central person DC expressed interest also added RF RF to approach Meg Bunce & request she joins the team.</p>	RF, DC, MF
5. Questions/AOB/Agree Action Points	<ul style="list-style-type: none"> • Photos of individuals still needed for the website MF • LG to circulate prayer diary idea • RF to work with Emily re meeting other Support Teams • RF to approach Meg B. • Novena to start at the Ascension Day Service at St Thomas' MC/DC • Right Buildings Team - Ted Smith from St Luke's has expressed interest MC to contact • Dates for nav meetings – 13th,20th &27th May 10th,17th & 24th June, 1st 8th 15th & 29th July Poll to be circulated re availability to attend RF 	

Future Navigation Team Meetings:

Wednesday 13th May 2026, St Oswald's Winwick 2.30pm