Navigation team meeting

Date: Wednesday 20th May

Attendance

Attendees: Rev Martin Cox (Change Lead), Lisa Gilligan (Change Facilitator), Kath Pennington, David Clifton, Ruth Fielding (Admin), F. Michael Vyse, Liz Thomas, Helen McKenzie (Churchwardens Transition Officer)

Apologies: Fiona Glover, Rev Chris Stafford, Rev Martin Fuller

	Action summary from the previous meeting 13-5-2026	**By whom**	**By when**
1.	Novena Prayers shared with comms & clergy	RF	Completed
2.	Ted S, Right Buildings Team EOI– details shared with MC & Craig	RF	Completed
3.	Doodle Poll Circulated	LG	Completed
4.	Text for the next newsletter circulated for feedback	LG	Completed
5.	DC working on a prayer diary	DC	Completed
6.	MF to be asked to record Archdeacon Simon on 9th June	MF	In Progress

Minutes of the meeting

Agenda item	**Summary of the discussion**	**Actions agreed**
1. Change lead Update	• Richard Gedge praised our website & our work so far. • The importance of our Saturday morning bringing people together is paying dividends with relationships deepening across the LSP. Suggestion of a CLT, Navigation Team & Shadow PCC residential in advance of the formal launch – planning to start now MC to write a brief with ideas for a weekend, objectives & achievements etc Scargill House suggested- RF to approach them for prices & availability. Autumn 2027 for a weekend Lisa to share another list of venues that have been used previously	MC/RF/LG
2. Prayer Diary Update	DC shared his proposal for the Prayer Diary extra PDF's have been circulated with this set of minutes. • Pray for any events on the weekly calendar • Daily prayers Monday -church or school, Tuesday - Deepening Discipleship, Wednesday- worship song for the week, Thursday-to develop Christian leadership, Friday- inspirational video, Saturday- working for justice, Sunday- welcoming more people to know Jesus. • Participative, involve schools & parents • Use FB, deanery website, Instagram etc	DC
3. Archdeacon Simon	N/A	

4. Churchwardens Discussion	Helen- invited to share what has happened in the other LSPs & how we can help our churchwardens get to the same point. Each model is slightly different depending on their context & need. Two roles within the LSP – no other job descriptions • Churchwarden • Sides person/welcomer Legal responsibilities- the role has changed & developed over the years. 2 main responsibilities are the fabric of the church & that everybody behaves in a proper & fit fashion. How many legal churchwardens do we think we need, two for the larger parish or one in each church? Helen outlined the pros & cons of each option. Two would: • Meeting every two months • Probably sit on the PCC • Report on all things regarding premises & buildings If one from each church; • they would select two to represent all the churches & sit on the PCC, they could rotate if that is how we wish to proceed. Legal CW more governance focused we would need to discuss with our current CWs whether they felt this was the right role for them. Discuss & explore the options The decision needs to be made quite soon, before the plan goes to the church commissioners. Runs in parallel with clergy deployment. Simple approach that instils the most confidence. LG to circulate a model of roles within the LSP, PCC. MC to visit St Helens to look at the function of the PCC & how that could relate to our LSP Warrington would be a good model to look at because of the number of churches involved	
5. Support Services review	• All agreed that this was again a very successful morning. • Slight worry that some churches were not represented & so supporting the need for the roadshow – travelling to each of the potential LSP churches. • KP shared her report with St Mary's as well as St Lukes's • The importance of keeping records re the sharing of information was noted. • An email follow up will be sent out with an EOI to all who attended on Saturday.	**RF**

	• EOI forms to be returned by 8th June for discussion on 10th June. • RF starting to look at funeral bookings & how this might work – importance of the use of ChurchSuite • Rachael Patterson to visit the Nav Team on 10th June to give a presentation on the functionality of Churchsuite. • After discussion with Rachael, we can start to set up the transition process. • LG explained the process that L'South have just gone through introducing ChurchSuite to the churches & parishioners. Need for Wi-Fi in each church. Churches issued with a tablet with Churchsuite on to record attendance in the first instance. • Office space, sample EOI supplied by LG for review, this would then be circulated to the PCC's Looking first at what we may have available before considering other options.	
6. Agree dates for the summer meetings	27th May, 10th June, 17th June, 1st July, 8th July, 29th July Regular Wednesday afternoons restart on 2nd September	
7. Questions, AOB, Agree Action Points	• Cultivate – MC & LG meeting next week to discuss the role out of 360's with the Cultivate coach, more to be shared next week. • Suggestion that we use some of our budget to make one off donations to Christ Church & St Oswald's for the continued use of those buildings. £100 to each agreed – LG to arrange payment RF to investigate Scargill House DC to continue work on the Prayer Diary MC to arrange a visit to St Helens PCC RF to follow up on the attendees from Saturday LG to arrange payment for use of buildings	**LG**

Future Navigation Team Meetings:

Wednesday 27th May 2.30pm at St Oswald's, Winwick