Navigation team meeting

Date: 8th July 2026

Attendance

Attendees: Rev Martin Cox(Rector Designate) Rev Martin Fuller, Lisa Gilligan(Change Facilitator) Kath Pennington, Fiona Glover, Ruth Fielding(Administrator) David Clifton

Apologies: F. Michael Vyse, Rev Chris Stafford

	Action summary from the previous meeting *(date)*	**By whom**	**By when**
1.			
2.			
3.			
4.			
5.			
6.			

Minutes of the meeting

Agenda item	**Summary of the discussion**	**Actions agreed**
1. Action Point Review		
2. Change Lead Update	• Martin reported a positive meeting with All Saints & St Helen's regarding worship patterns and preparations for Bob Lewis's retirement. • Church Wardens: a paper regarding the appointment of wardens within the LSP has been drafted & will be presented at the next churchwardens meeting on 18th July • Martin will be meeting with Joy Attmore(Cultivate Lead) next week to discuss promotional material & involvement of the Comms Team	
3. Clergy Deployment Summit	To be held on Saturday 11th July at St Oswald's Winwick. Due to the expected hot weather, the church will be used. Archdeacon Simon is preparing a paper to be shared at this meeting.	
4. Data Collection & Support Services	• A questionnaire to be developed to assist all the churches in the collection of 'hard data' • The navigation team to review this on 29th July before distribution • There was discussion regarding the poor quality of existing data held at St James House, particularly regarding Gift Aid. • To make the process less overwhelming the questionnaire will include guidance notes & tick boxes for common church activities	RF LT
5. Sharing of the new name	The announcement of the new LSP name;	

	The Parish of Christ the Good Shepherd & the appointment of Rev Martin Cox as Rector Designate will be rolled out by the Comms Team & Champions. A narrative & prayer have been drafted. A footnote has been added to reassure the individual churches that they will retain their original names.	
6. Churchsuite	• A 30-day trial is underway, with the plan for this to be hosted by St Oswald's • The system will initially be used for funerals at Newchurch, Christ Church & St Oswald's before being expanded to the other churches • Following Rachel's departure our primary advice person will be Emily Goligher	
7. Principles & Practicalities Document	• The team decided to keep the document whole but include a cover letter to highlight the key points. • Monthly updates will be issued to help parishioners assimilate information. Digestible facts &/or videos will be pulled from the document then shared on the monthly bulletin.	
8. AOB	• The team discussed the need for new forms of worship to attract different demographics such as 'pizza church' or 'breakfast church' • Martin suggested a visit to a growing parish in Leicester to see if we can learn from their success (grown from 34-350 communicants) • Safeguarding – despite previous assumptions the diocese now requires retrospective safe recruitment paper work for the navigation & change teams – RF to send out declaration forms & reference forms for all members to complete. • Nav meeting Scheduled for 30th September will be brought forward to Tuesday 29th due to a conflict with other meetings.	RF

Future Navigation Team Meetings:

Wednesday 29th July 2026, 2.30pm at St Oswald's Winwick