

CIRCUIT MEETING MINUTES
13th September 2016
BROADSTONE METHODIST CHURCH

The meeting started at 7:30pm

1. **Welcome** – a special welcome was extended to Deacon Sarah Wickett, Rev Nick Wood and anyone else joining the meeting for the first time.
2. **Opening Devotions** – Rev Chris Moreton led the opening devotions
3. **Agree Membership** – The attendance list was circulated; there were three visitors.
4. **Apologies for Absence** – Carol Joy, Terry Holloway, David Howe, Debbie Priddey, Alan McCoy.
5. **Letters of Greeting & Acknowledgement and Items for Prayer:**
Dennis Dean, Sylvia Ramsden, Irene Mills, Jim Cross, Ken Bradley, Terry Goodman and Russell Elliott.
6. **Agreement of the minutes of the meeting held 8th June** (already circulated) – The meeting agreed the minutes.
7. **Matters Arising** – no matters arose
8. **News from Churches:**
 - Upton have welcomed three new people into membership
 - St Georges are hosting a circuit event on the 22nd October 7:30pm. The Vauxhall Male Voice Choir will be performing, all proceeds in aid of Sleepsafe.
 - Broadstone has a thriving “Knit and Natter” Monday morning group and over the last 18 months have sent items to Premies UK, Knit for Peace, Link to Hope, the Potteries Care Home and Poole Hospital.
9. **Governance**
 - 9.1 **Trustee Forms Renewal** – the form was sent out by email and post to all trustees; Jane would be grateful to have completed forms returned as soon as possible.
 - 9.2 **Review and Re-adoption of Circuit Safeguarding Policy** – the only change to the policy was the change of date; the meeting readopted the policy. Pastoral Visitors are still required to attend a training course and also need to be DBS checked.
A question was raised regarding complaints within churches; this is covered in a separate policy in line with Connexion’s Complaints and Discipline System.
10. **Life of the Circuit**

At this point Rev Tony Cavanagh, Rev Dr Mark Kimber, Rev Sue Gowling and Rev Chris Moreton left the meeting and Rev Betto Viana took over the Chair.

 - 10.1 **Staff news** – Sarah and Nick were both welcomed at the beginning of the meeting.
 - 10.2 **2016 Stationing** – Di Baggs gave the meeting an overview of the process: Throughout spring and summer the Invitation Committee and the Circuit Stewards have been meeting regarding the appointments of Tony, Mark, Sue and Chris which all come to an end in 2017. All aspects of the Code of Practice for all involved in the Invitation and Stationing Process 2017 was followed. Circuit Stewards had informal

conversations with the presbyters and their spouses entering the stationing process. Consultations took place in the local churches over a three-week period at the end of June into July. In the case of the Superintendent the consultations involved all circuit churches. Feedback from these consultations was summarised by the Circuit Stewards and a report for each minister was presented to the Invitation Committee in August. From these reports the Reasoned Statements were produced a copy of which you received at the end of August.

Betto continued by saying if any member of the Circuit Meeting intended to oppose these recommendations or move an amendment they were required to contact the Chair, Rev Dr Andrew Wood, 24 hours prior to the commencement of this meeting. As of late last night Andrew had not received any communication so it meant, we now as Trustees, need to approve the Reasoned Statements for the Re-Invitations.

- It was agreed Rev Tony Cavanagh would serve the Poole Bay Circuit for another 5 years taking his appointment to 2022
- It was agreed Rev Dr Mark Kimber would serve the Poole Bay Circuit for another 2 years taking his appointment to 2019
- It was agreed Rev Sue Gowling would serve the Poole Bay Circuit for another 3 years taking her appointment to 2020
- It was agreed Rev Chris Moreton would serve the Poole Bay Circuit for another 2 years taking his appointment to 2019

At this point Tony, Mark, Sue and Chris returned to the meeting to a spontaneous round of applause. Thanks were expressed to all who had been a part of the Stationing Process.

10.3 Circuit Steward Report

- Last Wednesday 8th September the new Bournemouth Church had its first Church Council Meeting to plan the way forward; it was well attended. Governance was high on the agenda and as you can appreciate and it will take a few months of intense work to get all the necessary structure in place. They took the leap of faith back in May and are now heading in the right direction.
- There is a Circuit World Church Service on Sunday the 23rd October 4:30pm at Broadstone when Rev Graham Shaw will be updating us about the Zimbabwe Victims Support Fund, a charity which he is very much involved with. Please come and support this service.
- The Bournemouth Church is arranging a Christmas Panto written by Doug Horley entitled "The Amazing Adventures of Eric the Christmas Angel. It is themed around the Nativity story. The date is the 20th December, at Trinity. It is open to the circuit so please put the date in your diaries; more detail will follow.
- The date of the next Circuits Steward Meeting has changed to the 12th of October. Tony has this date free and the meeting will conclude with Communion. The venue is still to be arranged.

10.4 Report from the Preachers' Meeting

- An excellent report was received on Dennis Dean. He hopes to submit his final part for evaluation and have his final interview in December. If all is well his accreditation service will follow in January '17.
- Angela Bartlett continues on trial and Cedric Baker on note.
- Les Smith has resigned, his journey with Christ is taking him in a different direction.



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10.5 BCARS – Sleepsafe Project

Deacon Suzie Viana and Alan Purchase gave an overview of the Sleepsafe project; 7 Bournemouth churches providing overnight accommodation 7 days a week for people who sleep rough in the area. St Georges provided facilities overnight on Sundays during December to February. 63 people came through their doors during that period, 25 of whom eventually found permanent accommodation. Zero anti-social behaviour was reported from all 7 churches. A 100 volunteers were trained, 65 of which continued with the project. They were invited to the Mayor's Volunteers Awards Ceremony and won the overall group award for the year, in recognition of the church's work; what an accolade. This year Sleepsafe will operate for 5 months, commencing the first Sunday in November. St Georges will host the first three months and Trinity the next two.

Thanks were expressed to Suzie and Alan for all their dedication to the project.

If you would like more information regarding this project or would like to get involved go to:

<https://www.wochit.com/share-video/57442fb7e4b066ec9e60b206/>

A grant of £2K from the Circuit's Mission Fund to the Bournemouth Church to support the work of the project this year, was discussed at the CLT Meeting 1st September. The Circuit Meeting was in favour of giving the grant: Proposed Val Rowntree. Seconded Brian Tucknott - Agreed with 1 abstention.

11. Property

11.1 **Reminder to Churches Regarding Property Schedules** – please complete these online as soon as possible.

12. Finance

12.1. **Agree 2016/17 Budget and Assessments** – the meeting agreed the budget

12.1.1. Assessment Calculation

This was discussed at the recent CLT Meeting. Glyn Owen identified that the proposed method highlighted too many anomalies and suggested sticking with the current system plus the annual (6.2%) increase; this would give more time to get a more fair method in place. Treasurers and Finance people must arrange to meet so they are able to table a solution by the March '17 Circuit Meeting. This proposal was agreed with 2 abstentions.

David Pollington voiced the 6.2% increase in assessment is far more than people are getting as a pay increase; we need to look where the money is being spent.

12.2. **Agree Related Parties Document** – to be sent out by email.

This is a requirement of our auditors, please respond in the normal way.

12.3. **Agree CC8 Checklist** – another formality to monitor policies and look at risk was agreed by the meeting

12.4. **Agree Risk Management Policy** – reviewed each year, agreed by meeting.

12.5. **Appoint PFK Francis Clark with Princecroft Willis as Auditors for 2015/16.** Agreed by meeting. Cost reduced this year to £4.2K a potential saving of £1.8K

12.6. **Agree manse valuation method** – Jane explained this to the meeting:

Valuation of Circuit Property 2016/17

For Manses being used by a Minister or likely to be used by Ministers in the near future: -

- a) Take the value in the accounts as at August 2015.



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- b) Get a valuation for the land at Aug 2015 and deduct this from the value in the accounts at Aug 2015, the difference being the value of the property. These two to be recorded in the accounts separately. Valuation can be obtained from any recognisable source i.e. Zoopla, Estate Agent etc.
- c) The 2015/16 Accounts will need to be re-stated to take account using the spilt and for any depreciation, if applicable.
- d) If Springbourne is to be returned to the Circuit for its own use, then account and value as per the manses above. If it is to be permanently rented out, then it is an investment property and has to be valued at a fair market value at each accounting period – this also applies to any manse that will never be used for a Minister. Again any recognisable valuation method can be used.
The meeting agreed the formula.

13. Any other business to be notified to the circuit office by end of 11th September:

- A secretary is needed to take minutes at the Circuit Meetings and the Local Preachers & Worship Leaders Meetings. If you feel you could take on one of these roles please speak to Tony.
- The six month trial period for three new Circuit Stewards working with the CLT has come to an end. Andrew Creamer and Elizabeth Mills, due to personal reason, are unable to commit at present; thanks were expressed to them both for trying. As a result of health issues we leave it open for Russell Elliott until December. If you feel this is a role you would like to explore please have a word with Tony.
- Betto and Jane have re-started talks with the Springbourne Centre to form a partnership with them. It was felt necessary especially as they receive a grant from the Poole Bay Circuit. It is hoped to have a presentation at the June '17 Circuit Meeting.

Dates of next Circuit Meeting – 6th December @ Kinson 7:30pm

The meeting concluded by sharing the Grace at 8:55pm

Minutes prepared by:.....

Approved by: Date: