

**CIRCUIT MEETING MINUTES**

**12<sup>th</sup> September 2023**

**Venue: Upton 7:30pm**

1. Rev Tony Cavanagh welcomed the trustees to the meeting 7.30pm
2. **Opening Devotions** – led by Brian Tucknott
3. **Agree Membership of meeting - Agreed**
4. **Apologies for absence:**  
Dr Terry Fish, Andrew Goodwin, Chris Melhuish, Gerald Beddard, Moira Thomson, Eileen Osgood, Ian Underwood, Deacon Suzie Viana.
5. **Letters of Greeting & Acknowledgement and Items for Prayer** – No requests
6. **Agreement of the minutes of the meeting held 13<sup>th</sup> June 2023 (already circulated)** - Agreed
7. **Matters Arising:** There were no matters arising
8. **News from Churches**  
**Bournemouth:** The “Welcome Inn” Victoria Park has been voted the best café in Bournemouth after it celebrates its first anniversary -it operates from Tuesday to Friday 9:00am – 4:00pm. It is a shared vision of church family and friends. It is a community café where everyone is welcome.  
**Lytchett:** On the 17 September there will be shared service with the Anglicans with a sung Communion as set out in the Methodist Worship Book – for Ordinary Seasons, Second Setting.  
**Swanage:** A busy summer with services being attended by visitors and holiday makers. Toddlers are starting week commencing 18/09 and planning is in hand for the next Messy Church.  
**Poole:** The pattern of the weekly services are: 1<sup>st</sup> Sunday – LA Praise & Worship with the Philippine Community. 2<sup>nd</sup> Sunday – Holy Communion. 3<sup>rd</sup> Sunday – Explorers Service. 4<sup>th</sup> Sunday - Traditional Service. The church is looking at what worship means in the current climate. The Kids go Free Project has been operating for over a year and the demand has greatly increased, Summer of 2022 – 819 meals served, Summer of 2023 - 2129 meals served. It was reported parents were missing meals to feed children. The ministers in their weekly meetings have been talking/thinking about the project and the cost involved; is there an opportunity to forge a partnership with the TLG Make Lunch Charity?  
**Upton:** The congregation at the recent Harvest Festival was the largest since lockdown. The Pre School has started back for the autumn term and Toddlers start 14/09. There have been four sessions of Daisy Chain over the summer and the next ones are half term and Christmas.
9. **Eco Church:** Mike Brooke, Annette sent her apologies  
As churches and a circuit this item is something we all need to get involved with, take responsibility for God’s Creation. District is currently working towards a bronze award. In the district two churches have gold, several silver and bronze awards; these churches are predominantly to the east of the district. Only one church in our circuit has taken up the challenge and achieved a bronze and is currently working towards a silver award. Resources are available, one such site being – <https://arocha.org/en/>  
A Rocha is a global family of conversation organisations working together to live out God’s calling to care for creation and equip others to do likewise.  
What are we as a church/circuit going to do about it?

## 10. Circuit Invitation Business:

### 10.1 Extensions

**Rev Betto Viana** - Following conversations with Connexion, Betto will not be seeking an extension; he will be taking two years out of ministry at the end of this connexional year.

**Rev Karen James** – Following conversations with Karen, in accordance with the Stationing Process, Karen has asked for a three year extension. The Reasoned Statement giving the recommendations of the Circuit Invitation Committee was emailed to trustees prior to the meeting. The meeting agreed the three year extension. It is hoped the feedback/comments are encouraging for Karen.

**Deacon Suzie Viana** – Following conversations with Suzie, in accordance with the Stationing Process, Suzie asked for a two year extension. The Diaconal order however will only grant a one year extension, subject to their own stationing. The Reasoned Statement giving the recommendations of the Circuit Invitation Committee was emailed to trustees prior to the meeting. The meeting agreed the one year extension. It is hoped the feedback/comments are encouraging for Suzie.

### 10.2 Circuit Profile to Stationing Committee

The profile was circulated prior to the meeting.

The appointment will be full time at the Spire for the first year then half time at the Spire / half time superintendency. The District and Circuit are seeking to make this a critical appointment. The meeting agreed the profile.

### 10.3 Visits

Content for the day still has to be worked out, representatives from all churches will be included in the meet and greet session. Tony will advise at a later date,

## 11. Life of the Circuit

### 11.1 Mission Updates – Deacons Gill and Suzie

Nothing to report

### 11.2 Report from Circuit Youth Group – Kate White

The report was circulated prior to the meeting and was adopted by the meeting. Funding for travel costs for leaders to 3Generate will be minimal, District to fund Georgina's expenses.

### 11.3 Report from Local Preachers – Dr Terry Fish

Minutes for the June meeting were only just produced and sent to trustees prior to the meeting. The September LP & WL Meeting was a Rededication Service including Holy Communion, no minutes taken.

### 11.4 Authorisation to Preside at Holy Communion

Due to Janet Baker moving a request was sent to Connexion for Dr Julian Tawn to preside at Holy Communion, this was agreed.

## 12. Governance

### 12.1 Safeguarding Officers Report – Rev Karen

The Model Circuit Safeguarding Policy was sent to trustees prior to the meeting. Karen thanked all the local safeguarding officers for their diligent work. It is an important role, always being updated. 19<sup>th</sup> November is Safeguarding Sunday, District have issued a video, available on the District and Circuit websites. The meeting agreed the policy.

**12.2 Appeal for a New Circuit Stewards – Ongoing**  
At this point Tony thanked Brian Tucknott for his diligent work as a Circuit Steward over the last six years and wished him well for the future.

**12.3 Unconscious Bias / Compulsory Equality, Diversity and Inclusion Training**  
The 31<sup>st</sup> December is the deadline for training to have been completed

**13. Finance - Andrew Goodwin**

**13.1 Update on Circuit Finances – Nothing to Report**

**13.2 Update on Poole's Finances**  
The balance of 21/22 Assessment has been paid.  
Three quarters of 22/23 Assessment has been paid, balance will be paid soon.  
The loan given to Poole was used to pay the outstanding assessment.

**13.3 Appointment of Auditors**  
Agreement to reappoint PK Francis Auditors for examination of 22-23 PBMC accounts (Fee estimate £6,750 + VAT).

The meeting agreed this proposal

**13.4 CAF Online Banking**

Agreement for Karen Price, Property Administrator to replace Brian Tucknott to have access to raise or authorise online CAF bank payments (not signatory) to cover for staff absence / leave.

The meeting agreed this proposal.

**13.5 Bank Signatory**

Replacement circuit bank signatory for Brian Tucknott (CAF and CFB bank accounts).

The meeting agreed this proposal.

**14. Property**

**14.1 Update regarding sale of Wareham Church - Ongoing**

**14.2 Update on Manses:**  
**Purchase of Manse in Gore Hill, Sandford – Purchase Agreed, and an offer of £555,000 has been made and accepted.**

**York Road – On the market soon.**

**Wimborne Road – Property sold**

**14.3 S33 Resolution to be agreed and Signed (Attached) – Agreed**

**15. Any other business – pre-notified items to Di or Tony by 11<sup>th</sup> September**

**15.1** Michelle thanks all those who responded to the Related Parties document.

**15.2** Michelle has sent out the Trustees Form for 2023, please complete and return to her in a timely manner.

The meeting ended at 8:40pm with The Grace.

Date of next meeting: 5<sup>th</sup> December 2023 Circuit Meeting Zoom