

CHURCH MEETING

21st October 2018



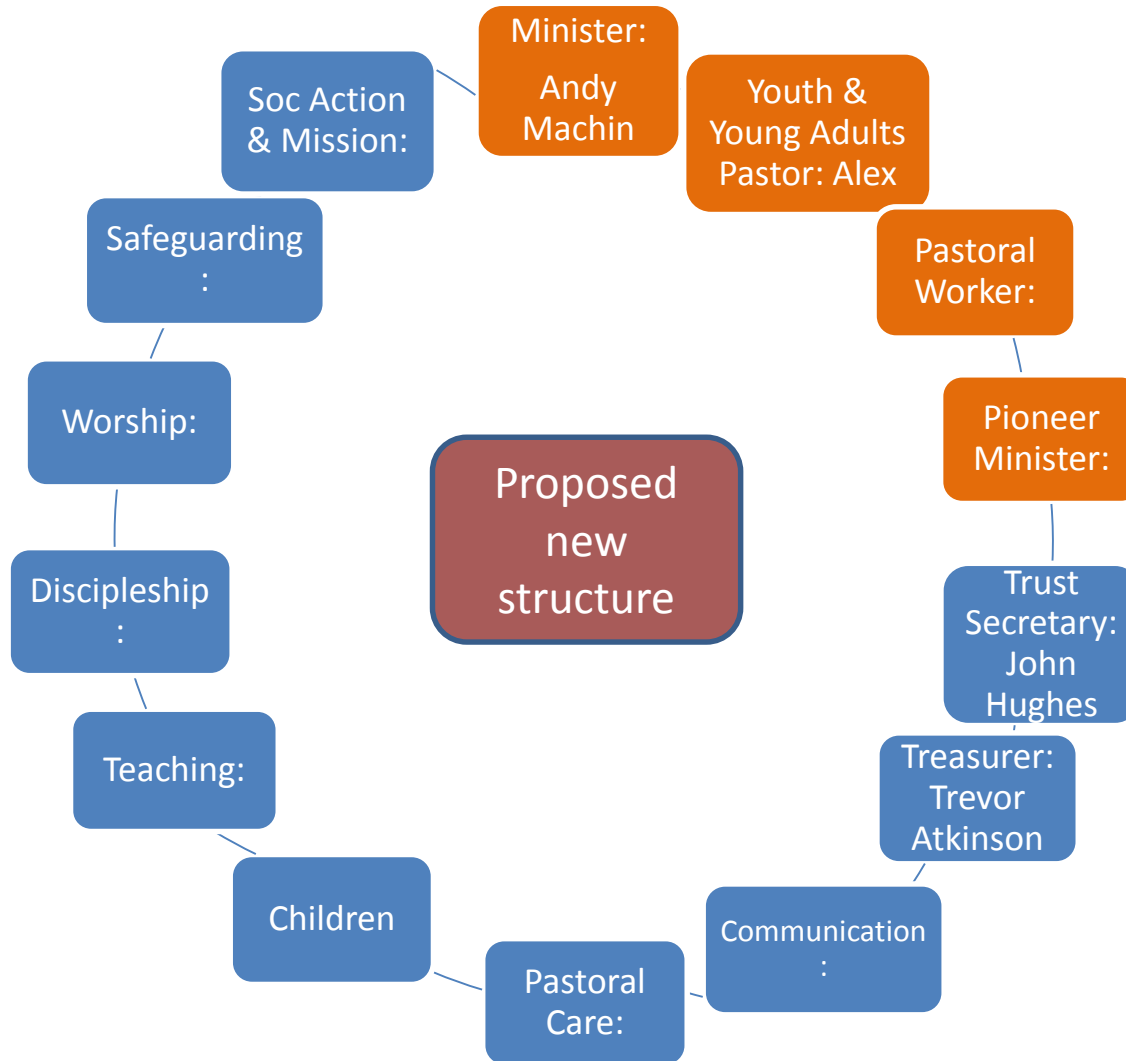
Structure for Growth

- HWDS has served us well but it was designed to manage us through the Pastoral vacancy. In reality :
 - the groups are now rarely meeting if at all
 - the groups do not cover all the areas required for management of Church activities in the future
 - There is no development of new leaders of the future

Structure for Growth

- The new structure to be proposed :
 - is simpler
 - means each leadership team member is responsible for their own group and will develop a team to support them eg Pastoral Care Finance already in place!
 - within the team individuals should be equipped to take on a future Leadership role in line with their giftings/experience .
 - allows us to prayerfully consider in a more focused way who to approach as new members of the Leadership team
- The new structure meets the needs of the Church in the future and supports the new Vision

SEAFORD BAPTIST CHURCH : January 2019



Group Responsibilities

- **Minister**

- Preaching and leading worship
- Setting the overall vision and pattern for Sunday services and sermon topics
- Chairing the leadership team, and being a point of reference for all the leaders
- Line management of Youth and Young Adults Pastor, Pastoral Worker and Pioneer Minister, together with Facilities Co-ordinator and Administration Team
- Chair of WAVES and line management of Family Support Worker and 2nd worker



Group Responsibilities

- **Minister**

- Chair of Early Birds and supervision of Early Birds Manager
- Funerals, Weddings , Baptisms and Dedications
- Church representative on Churches Together and Ecumenical Ministers Group
- Pastoral visitor as part of the Pastoral Team
- Leading monthly prayer meeting
- Representing church at SEBA events



Group Responsibilities

- **Youth and Young Adults Pastor**
 - Leading Friday youth activities
 - Leading Sunday Youth activities
 - Leading Young Adults Care Group
 - Pastoral meetings with Young Adults
 - Encouraging ongoing discipleship for Young people and adults



Group Responsibilities

- **Pastoral Worker**

- Pastoral visits and meetings with particular focus on more complex situations
- Representative for Emerging work for those with mental health issues (joint churches initiative)
- Representative on joint churches group setting up Befriending service
- Liaison with pastoral care leader and minister and part of pastoral care team
- Referral point for Church groups who have contact with the community eg Heartease, WAVES, Early Birds, Scallywags



Group Responsibilities

- **Pioneer Minister**

- Lead the Cabin team continue to develop a weekly programme of outreach activities and look at new ways in which the Cabin can be used by the Cradle Hill Community
- Organise the monthly Cabin on Sunday and seek to develop this
- Running small groups for those enquiring about the Christian faith eg Any Questions, Start
- Together with the minister develop a strategy for evangelism and an annual programme of evangelistic events/invitation services for SBC and The Cabin, including invitation services and specific targeted events eg men's breakfasts
- Running follow up groups for those who respond at events eg Alpha
- Organising training in evangelism including taking church members to a different setting on a local mission to develop skills and confidence

Group Responsibilities

- **Trust Sactetary**

- Staff Contracts.
- Annual Report to the Charities commission
- GDPR Minutes for Leadership Team
- Organising Church Members Meetings
- Arranging visitors for new members
- Reviewing Membership list annually
- Duty Leaders Rota



Group Responsibilities

- **Treasurer**

- Annual and Interim Accounts
- Preparing budgets
- Managing Bank Accounts
- Monitor weekly cash offerings/Petty cash
- Make Payments
- Liase with facilities coordinator re lettings income
- Regularly communicate with the church updating them on financial health of the Church and develop ways to improve regular giving
- Encouraging new members to give regularly
- Gift Aid declarations and submissions

Group Responsibilities

- **Communications**

- Liaison with Communication team (Website administrators ,Facebook admin,Email circulation,newsheet admin.
- Ensure noticeboards /Rolling tv monitor have up to date information
- Help to arrange a programme of social events eg fellowship meals

Group Responsibilities

- **Pastoral Care**

- Leading pastoral care team
- Volunteers for communion
- Pastoral visits
- Distribution of flowers
- Liaising with Pastoral Care Worker and Minister

- **Children**

- Oversight and reference point for the following groups- ReFuel, WLKO, WLDO, Club, Transformers
- Ensuring adequate volunteers in place to cover groups and that Safeguarding Recruitment procedures are followed
- Organising training for new volunteers

Group Responsibilities

- **Teaching and Equipping**
 - Oversight and reference point for Care groups
 - Liaison with minister re Sunday teaching
 - Additional training events and courses
 - Help to identify potential new leaders for small groups

Group Responsibilities

- **Worship**

- Leading Sunday worship on a regular basis
- Sunday service Rota's inc PA and Vision
- Additional services at Easter and Christmas
- Special Services eg Weddings

- **Discipleship**

- Running training on identifying gifts.
- Prayer Team
- Liaising with volunteer coordinator to ensure volunteers are able begin to exercise ministry gifts as soon as possible
- Championing and promoting prayer triplets particularly amongst those in congregation not involved in small groups
- Reference point for Oasis and Held

Group Responsibilities

- **Social Action and Mission**
 - Oversight and reference point for the following groups- Heartsease, Early Birds, Scallywags.
 - Chairing Mission Team to organise events
 - Organising mission budget allocation
- **Safeguarding /Health and Safety**
 - Liaison with Designated Persons and Safeguarding administrator
 - Ensuring safeguarding procedures are being carried out
 - Arranging safeguarding training for volunteers on a 3 yearly cycle
 - Liaising with Health and Safety Officers and Facilities Co-ordinator to ensure Health and Safety procedures are carried out
 - Reference point for Stewarding Team

Financial Summary

- **Update on 2018 Q3 vs Budget**

- General Fund is currently projected to be £9932 ahead of budget at £30719
- This is due to unbudgeted income of £4481
- Increases is overall giving of £4300 +4 %
- Increases in room rental income of £1946
- Other budget underspend £1321
- Higher than budget expenditure on Ministers housing £2116

Financial Summary

- **Costs of New Structure**

- It is assumed that the two posts together will pay a salary equivalent to the minimum stipend of £23450 per year for 2019. The additional NIC's will be £911 as we will exceed the Employment allowance.
- An increase in Alex's hours to full time (+8hrs) will cost £4264 +£588 NIC's
- The total cost is **£ 29213**
- Potential upsides from 2018 actual costs are £8,000
- Funding gap to be met by increased giving is £21,213 or approx £1800 per month. Suggested increase in regular giving by £15 p/m by 120 of the 160 members