



The Methodist Church in Cardiff and Caerphilly
Cardiff Circuit Meeting
Tuesday 15th May 2018
Wesley (Canton) Methodist Church



1. **Opening Devotions.** These were led by Rev. Paul Martin on the theme of justice, liberation and taking risks. A description of life in Wesley Canton was given.
2. **Apologies and Attendance.**
 - There were 47 members present and 26 apologies for absence.
 - Wendy Barwise was welcomed to her first meeting.
 - Jo Hibbard, Director of Engagement (Heritage, Fundraising and Marketing) from the Connexion was welcomed as a visitor.
3. **Minutes of Previous Meeting.** These were agreed as an accurate record of the meeting, with the amendment on page 2 that 'Supervision' meetings are to be held 6 times a year.
4. **Matters Arising.** There were none.
5. **Circuit Stewards' Report including Stationing Update**
 - Rev Nick Oborski requested that as of the new year, 2018/2019, written reports for the Circuit Meeting should be sent to Lisa 21 days before the meeting. This would allow them to be distributed with the agenda, so they can be read and reflected upon prior to the meeting. It will also reduce process at the Circuit Meeting and allow more discussion to occur.
 - Emma Drain thanked Peter Hewett who is stepping down as Circuit Steward. He has undertaken a huge amount of work on properties, both Churches and Manses over many years.

Final Report Invitations Committee 2017

 - Rev. Kofi Amissah will be joining the Circuit from September. Kofi was late joining the Stationing process because he had been expecting to return to Ghana. His expected post was then withdrawn allowing him to remain in the UK. He will take pastoral charge of St Andrews and Cyncoed.
 - Emma thanked Anne Bracey, who is stepping down from the Stationing Committee, for all her hard work and for the guidance and support she has provided.

Appointment of Invitations Committee 2018

 - The 2019 Stationing Process will begin shortly when Paul will enter the process and when the other empty West cluster vacancy will need to be filled. Emma proposed the following as members of the invitations committee for the next year being: Pauline Tan (Radyr), Matt Barry (Wesley Canton), Alison Garner (Conway Road) all representing the West cluster, Martin Hunt as an additional Church representative, Janet Rees and Emma Drain as Circuit Stewards plus Nick and Rev Cathy Gale. This was approved. Their first task will be to meet with Paul to discuss his plans.

Appointment of Circuit Stewards Sept 2018 onwards

 - Wendy Barwise was welcomed as a new Circuit Steward. The other Stewards are: Anne Bracey, Emma Drain, Judith Powell, Marie Edwards, Janet Rees and Ian Walton. All were appointed for the coming year.
 - Two Stewards will be stepping down over the next two years, so more Circuit Stewards should be found. Ideally there should be 2 per cluster, with either 7 or 8 in total, so

volunteers from the North and East would be particularly welcomed. It was suggested that being a Church and Circuit Steward was not sustainable.

- Within the current team, Wendy will be taking over as Treasurer, initially managing the regular book keeping while Judith continues with the end of year accounts. Judith will then pick up the role of Property Steward. Initially she is coordinating the manse moves while Nick is temporarily fulfilling the general Property role. Wendy's appointment as Treasurer was agreed.

6. Finance

Brief Update on 2017-2018. The forecast shows that there could be a surplus of £6699 at the end of the financial year.

Budget for 2018-2019

- Since the budget was set, the staffing situation has changed so an additional stipend is required.
- Also, as of today, the Circuit has been allocated a part-time (50%) trainee for 2 years from Queens Foundation Birmingham – Manu Tuboluto – who will be assigned to the West cluster. Manu will work in Wesley Canton and Fairwater. Nick will maintain his relationship with Fairwater and Paul will link with Wesley. Paul will then become more involved with Radyr instead of Nick. The presence of a trainee will not affect next year's stationing process. There will be no costs involved other than travel expenses from Pontypool where Manu is living. Overall, these appointments have produced a 'dream team' for next year.
- The implication however, is that the budget for next year needs to include 7 ministers. The extra amount to be raised therefore is £8,500, which includes last year's shortfall of £3,000 and an increase of £5,500.
- Gareth Knowles' salary is not included in the budget. His £18,000 salary will be coming partly out of reserves. It is hoped that £9000 will be available from Cathy's Assistant Chair role with Synod.
- There will need to be support for Nick and Lisa will continue to work an additional four hours per week as per this year. (An extra £3000 approximately).
- More work is needed on the manses. Significant work is required on one of the manses that is let.
- Next year a Probationer will be sought, but overall costs will rise, so it is better to budget for 7 staff as of now. Stipends increase according to Conference notification.
- The budget was proposed by Nick, seconded by Thomas Oborski and agreed.
- There will now be conversations with Church Treasurers as to how to raise the additional £8500. (£3,000 shortfall from the current year plus a £5,500 increase).

7. Property Report

Update on Manses

- Anne and Nick have checked the 2 manses required for the new ministers. Heathwood Road requires re-decoration throughout, plus some new carpets and a kitchen upgrade to include new door fronts and a space for a tumble dryer. There is no garage, so the shed is to be replaced by 2 small or one large shed. None of the other manses are suitable alternatives.
- Axminster Road is in good condition, but its strange design means there is not sufficient room for Alexis and his family. None of the other manses are suitable alternatives. A loft conversion at approximately £32,000 would provide the additional space required. This

cost could be financed from the Maisie Holbrook bequest (£14,500), the Daniel Piggott bequest (£500), and a hoped for £9000 from Synod for Cathy's Assistant Chair duties. Together with the forecast surplus this brings the total to approximately £30,000. The remainder could probably come from general funds rather than reserves. It is a large amount of money, but the Circuit has a duty of care to its staff. The location is good, and the improvement should enhance the value. This was agreed.

Update on First floor at St Pauls. The paper-work is almost ready to sign, thanks to Peter.

Proposal to let Tangmere Drive Phil and Helen Osborne will be moving to a manse in the valleys, so the Tangmere Drive Manse can be let but only after the end of August. This was agreed.

8. Preachers Meeting

Gauri reported that:

- Ian Thomas has completed and submitted his final work. Subject to Connexion approval, the Circuit Meeting agreed to recognize him as a Local Preacher of the Methodist Church.
- The last Preachers meeting had been replaced by Advanced Safeguarding Training. Module 1 is complete. Module 2 is to be delivered by Sandra Oborski (Wales Safeguarding Officer), Nick and Gareth Bennett (DMLN).
- The gospel continues to be preached and all were thanked for the completion of the plan for the next quarter.

9. Youth Matters. Cathy reported that:

- The Circuit Youth Committee will meet shortly once names of representatives have been provided from a few remaining churches. Its role is to oversee and encourage Youth Work across the Circuit.
- A meeting has been held at the Bishop of Llandaff school to assess how effective the changed status of pastoral involvement has been. The regular meetings with the small group of Methodist pupils have been replaced by the ministers taking Year Group Assemblies. Whilst feedback was good, it was felt that there is still a need for 1:1 opportunities or for 'street pastor' type availability. Since Rev Jarel is leaving, there is a need for additional volunteers willing to be involved alongside Cathy and Gareth Knowles.
- A Synod youth weekend is to be held in July, in Abernant. A mixture of outdoor pursuits and spiritual discussion will be included. It is for pupils of high school age. The approximate cost is £105. Please contact Cathy for further information.
- 3generate is the Connexion Youth weekend, to be held in Southport in November. There are 3 different age groups incorporated. The Wales synod is prepared to put on a bus to ease the transport demands. Booking is already open, so requests should be received soon. Gareth Bennett, Connexion worker linked to the Wales region can provide more information.

10. Mission Report

Trinity Centre Update and Appointment

- A new part time co-ordinator has been appointed; Angharad will start on May 21st.
- Martin Rees has been co-opted to the Executive and his appointment was agreed.
- More Executive members are still required.
- Thomas Oborski will be running the Cardiff Half Marathon in September to raise money for Trinity.

Mission Committee This meeting will be held next week when a new Chair and Secretary will be appointed.

11.Safeguarding

- The handbook has been revamped and is now available online. One major set of changes were included in March. The changes are highlighted in red and cover the renaming of 'Covenant of Care' to 'Safeguarding Contract'. When next reviewing the policies, Churches must ensure that they use the latest document.
- As of today, there are further updates which are highlighted in yellow on red. Today's changes are around Data Protection issues.
- Training - The new Advanced Safeguarding Training is ready to be offered (previously called Leadership). Part 1 is 2 ½ hours and Part 2 is 5 hours. There are 67 Circuit members who are required to do this including ministers, Local Preachers, Worship Leaders and Safeguarding Officers. One Part 2 course has been completed and more will be offered. 30 have completed part 1 and 17 part 2. The Circuit is pleased that Gauri has qualified as a trainer making 6 trainers available within the Circuit.

12.Circuit Administration.

- Thanks were given to Lisa for all she does. Sorting out safeguarding has been particularly demanding.
- Thanks were expressed to the Local Preachers for their understanding in the creation of the next plan, which has some allocations that are not ideal.

13.AOB

- Jo Hibbard explained her role as a Team Leader at Connexion. She is trying to be outward looking and to talk to local churches to find out what they most require. All her areas of responsibility depend on a story being told. This may be individual stories in the form of testimonies or may be church/community stories to support heritage, fund-raising or marketing. Jo asked the meeting what help they needed and examples were requested. Some are included in BUZZ and the 'Connexion'. Nick explained that the Youth section will be requesting of Conference that more testimonies are included in worship and requested that this be done within the Circuit. Rev Philip Buckland stated that he has asked for his congregation to give testimonies on Pentecost Sunday.
- Nick asked everyone to share with their neighbour how God had worked in their lives in the last week.
- Nick challenged the meeting to tell the story of God and community to a hurting world.

14.Date of next meetings.

Thursday 13th September North Cluster
Wednesday 28th November East Cluster

15.Closing Devotions. Everyone shared the Grace