

**THE METHODIST CHURCH  
SUTTON CIRCUIT  
LONDON DISTRICT 35/39**

Minutes of the Circuit Meeting Held on 9th September 2015  
At St JOHN'S CHURCH, BELMONT

Those present: Revd Dave Dickinson (Chair), Revd Rosemary Richter, Revd Mark Williams, Revd Nik Wooller, Revd Gill Long, Mr Richard Smith (Circuit Treasurer), Mr David Forty, Mr Ravi Saravanamuttu, Miss Raj Kalsi, and 15 members whose names are recorded.

**1. Opening devotions**

Revd Dave Dickinson led the meeting in reflection and prayed for the Churches in the Circuit. Also prayed for and gave special thanks for the Ministries of Rosemary and Philip Richter.

**2. Meeting Membership**

**a. Welcome to new members**

Chair welcomed Revd Rosemary Richter as newly appointed Minister to the Circuit.

**b. Confirmation of membership list.**

The membership list was confirmed as accurate, with the note that two former members of the Circuit Meeting, Tony Tomson (Bandon Hill) resigned 3<sup>rd</sup> February 2015 and Ruth Pugh (Epsom) resigned 21<sup>st</sup> May 2015.

**3. Apologies for absence**

Apologies were received from: Revd John Amankwatia, Revd Mark Wakelin, Rev Des Williamson, Revd Ernest Yu, Shirley Breeden, Jan Angel, Philip Sandiford, Nick White, Alan Jameson, Eileen Rice, Tom Styche, Vernon Tucker, Judith Yates, Jacqueline John, Caroline Cook, Geoff Gunton, Colin Batty and Martin Trenaman

**4. Minutes of the meetings held on May 21<sup>st</sup> 2015 (previously circulated).**

The minutes of the meetings held on May 21<sup>st</sup> 2015 were agreed as accurate.

**5. Matters arising**

None were brought to the meeting.

**6. Report from the Circuit Leadership Team**

The meeting received a report from the Circuit Leadership Team which was included in the agenda papers.

**7. Circuit Invitations**

**Reasoned Statement to the Circuit Meeting from Circuit Invitations Committee**

Reasoned Statement for Recommendation for extension for invitation for Revd Nicola Wooller was previously circulated. The Chair advised the meeting that this is an open extension for a further year from September 2016. As the Chair had not received any notifications from the circuit meeting members advising that they intended to oppose the recommendation or make any amendments within the required period of time, the Invitation Committee's recommendation that Nik stay for a further year from 1<sup>st</sup> September 2016 was accepted. The Chair thanked Nik for her willingness to stay on the Circuit for a further year and wished her well.

**Revd Dr John Amankwatia**

John has indicated that he does not wish to seek re-invitation to the Circuit. The Chair referred to the Circuit Meeting of May 2014 where it was discussed that at the earliest possible time, Bandon Hill and Wallington would be brought together under the pastoral oversight of one Minister. The Circuit Invitations Committee is in the process of preparing a profile for September 2016 to serve

Wallington and Bandon Hill. The Committee has had conversations with Revd Rosemary Richter who has current pastoral oversight of Carshalton, Bandon Hill and St George's and is willing to care for Banstead instead of Bandon Hill. Question from the floor included where St George's would fit in the new grouping. The Chair replied that Circuit Invitations Committee is in the process of preparing a profile and will discuss where St George's would fit.

### **Minister for Epsom Chinese Congregation**

The Chair informed the meeting that the Circuit Invitation Committee will also be preparing a profile for the Chinese Congregation at Epsom.

The chair asked the meeting if there were any questions or comments regarding the above, as there were none the meeting accepted the above recommendations.

### **8. Leaders of Worship and Preachers affairs**

Nick White sent his apologies to the Meeting. The meeting received a report for the Leaders of Worship and Preachers which was included in the agenda papers.

The meeting accepted the proposal from the Leaders of Worship and Preachers meeting held on 2<sup>nd</sup> September that Shirley Leung and Nellie Showers should be recognised as a fully accredited Local Preachers in the Methodist Church. The Chair announced that the United Circuit Service at 6.30pm on 22<sup>nd</sup> November at Sutton Trinity Church would officially recognise the accreditation of Shirley, Nellie and Rabin Lok. During the service, a certificate marking 40 years of service in the preaching ministry will be presented to Peter Thompson and it will also be a service of celebration of preaching.

One change was noted, the next Local Preachers' meeting (including Worship Leaders) will now be on Wednesday 18 November 2015, and not a week earlier as previously advised.

### **9. Circuit manses**

Philip Sandiford had sent apologies, since he was as unable to attend the Meeting, but a detailed Manses report covering the works carried out for the past year was included in the agenda papers, which was accepted by the meeting. The Chair expressed the Circuits appreciation to Philip for all his hard work in the past year in maintaining the Manses.

Revd Rosemary Richter expressed thanks to Philip for all his work done at the Manse in preparation for her move.

### **10. Circuit finances**

#### **a. Proposed Budget for 2015/2016**

A copy of the Proposed Budget for 2015/16 was previously circulated prior to the meeting.

Questions from the floor included:

- Why is there a discrepancy in figures for Manse lettings in the Manse report and the financial report? The £6,000 budget for manse letting income and £16,000 manse report for letting income were agreed to be set to £10,000 in both reports.
- Does the Budget include the recent re-appraisal of the Circuit Administrator? The budget for the circuit administrator has been raised from £10,000 to £12,000 to allow for an increase in the hourly rate.
- Why has the budget for the Secretarial support increased from £1,422 in 2014/2015 to £12,000 in 2015/2016? It is significantly higher than the previous year because the circuit administrator's salary was paid for by a grant from the CMTF for 3 years. 2015/16 reverts to the salary coming from the general fund.
- How much does the Circuit have in reserve? The balance in the general fund currently exceeds the reserve by £4,000.

The Chair thanked Richard for all his hard work in presenting the accounts within eight days of the end of the financial year.

Richard informed the meeting that the updated report of the accounts will be presented in February next year following their examination. The copy of Proposed Budget for 2015/2016 was accepted by the meeting.

#### **b. Statement of Circuit Model Trust Fund for year ending 31<sup>st</sup> August 2015**

A statement of balance for the CMTF was previously circulated with agenda papers, showing where money has been spend in the past year and available balance at £44,660.04. Richard informed the meeting that this balance is available to Churches for grants.

#### **11. Circuit Safeguarding**

##### **Training update**

There will be two Foundation Safeguarding Training course held before the end of this year, details of date and venue included in the agenda papers. Also included in the agenda papers is a list of core people who are required to attend the training.

Question from the floor was asked if training in Safeguarding has taken place in other organisations will this be recognised by the Methodist Church. Mark Williams clarified that the training has to be Methodist for the following two reasons:

- Other courses have no reference to theological and/or religious aspects of abuse and its response
- There is reference to specific Methodist practice and policy

#### **12. Reports from Circuit committees**

The meeting was happy to accept the reports for various Circuit committees contained within the agenda papers.

##### **Circuit Risk Register**

The revised risk register from the Risk Management Group was also accepted by the Meeting.

With regard to recommendations from the Risk Management Group, the following actions were also agreed:

1. That the risk register is adopted as a realistic assessment of the risks facing the circuit at this time.
2. That the Circuit Leadership Team and Circuit Stewards put plans into place to ensure that these risks can or may be mitigated.
3. That the Risk Management Group meet at least annually to review the action taken by the Circuit Leadership Team and Circuit Stewards to mitigate the risks identified in this report and any new risks that may arise.

#### **13. Confirmation of sub-committee appointments**

The meeting accepted the composition of subcommittees as described in the agenda papers. The Chair noted that there were quite a few churches not represented in one committee or the other, and encouraged the meeting, to put forward names if their Church is not represented. The Chair informed the meeting that members of sub-committees do not have to be members of the Circuit Meeting.

#### **15. Date and place of next meeting**

Tuesday 1<sup>st</sup> March 2016 at Sutton Trinity Church, refreshments at 7.30pm, meeting at 8pm

#### **16. Any Other Business**

Revd Mark Williams informed the meeting as part of Centenary celebrations at St John's,

Revd Leslie Griffiths will be leading the service on 27<sup>th</sup> September and Revd Jenny Impey will be leading the service on 15<sup>th</sup> November and encouraged Churches in the Circuit to attend.

**17. Closing devotions**

Revd Dave Dickinson closed the meeting in prayer.