



**MINUTES OF BISHOP MISSION ORDER MEETING (LIGHTWAVE COMMUNITY)**

held on Monday 30<sup>th</sup> March 2020, 2pm to 4pm - via Zoom online

**Present:**

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~~Bishop's Visitor: Right Rev'd Dr Mike Harrison, Bishop of Dunwich (MH)~~

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Ex Officio Chair: The Ven Sally Gaze, Archdeacon for Rural Mission and Leader of the Lightwave Community (SG)

Secretary to the Bishop's Mission Order Board: Nina Seaman, Growing in God in the Countryside, Administrator & Prayer Facilitator (NS)

Treasurer & Stewardship Officer: Andrew Gosden, Growing in God in the Countryside, Project Manager (AG)

Bishop's Appointment: Rev'd Jane Held, Missional Small Group Leader (JH)

Bishop's Appointment: Rev'd Tiffer Robinson, Lightwave Community team (TR)

Bishop's Finance Rep Gary Peverley, Director of Finance (GP)

Bishop's Ecumenical Appointment Rev'd Colin Watkins, Methodist Superintendent Minister for Ely and Newmarket circuit (CW)

Bishop's Safeguarding Rep: Karen Galloway, Diocesan Safeguarding Advisor (KG)

In attendance/observing Karen Macfayden, Project Manager, Inspiring Ipswich (KM)

**Apologies:**

Bishop's Appointment Rev'd Mark Cresswell

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ITEM NO.	SUBJECT DESCRIPTION AND PURPOSE
20.12	<p><b>LISTENING PRAYER</b></p> <p>GP read Psalm 121 and then time was given to consider what spoke to each of those at the meeting through the Psalm. The responses were;</p> <p>KG was struck by the line "my help comes from Lord of heaven and earth" – the Lord knows what he is doing.</p> <p>SG and AG were struck by the line "he will neither slumber or sleep" – God is on it!</p> <p>GP was struck by the line "the Lord is my keeper" – God has the responsibility; we play our part and God looks after us.</p> <p>JH then brought these prayers together and concluded the time of prayer.</p>
20.13	<p><b>WELCOME AND APOLOGIES FOR ABSENCE</b></p> <p>Apologies were noted from Rev Mark Cresswell.</p>
20.14	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The Confidential Minutes refer to this item.</p>
20.15	<p><b>LIGHTWAVE COMMUNITY MEMBERSHIP</b></p> <p>AG has updated the Lightwave application form with 3 additional questions, to enable applicants to better articulate their missional vision.</p> <p><b>PILGRIMS TOGETHER LIGHTWAVE APPLICATION</b></p> <p>The Board reviewed the application from <i>Pilgrims Together</i> to become a Lightwave Group. MH asked about how Lightwave is encouraging groups to be sharp about their missional vision. SG confirmed <i>Pilgrims Together</i> had a mission focus. Some members have participated in an online evangelism course and the group is developing a plan to reach a new housing development in the Aldringham area. In the current coronavirus crisis, <i>Pilgrims Together</i> members are worshipping weekly in their own homes using a liturgy circulated weekly and also using a group WhatsApp to keep connected. As a result, they are seeing their reach expand. SG has sent the <i>Pilgrims Together</i> resources to people who are on the fringe of the church and has had positive responses. From April 2020, they will also be using Zoom for their weekly meetings of worship, prayer and fellowship, for those who want to meet online.</p> <p>To keep missional focus, JH suggested the Lightwave Community could follow-up with another set of questions after 6 months of a Lightwave group being established, as a gentle way of engaging groups about their missional reach.</p> <p>SG suggested that there needed to be a balance of keeping sights set high and barriers low. Keeping a culture of high challenge and high support and also part of the coaching process.</p> <p><b>The Board approved the <i>Pilgrims Together</i> application to be a Lightwave Group.</b></p>
	<p><b>FARM BY THE WATER (FBTW) LIGHTWAVE GROUP</b></p> <p>SG reported that FBTW had omitted to consult their local incumbent as required by the application process, and this had now been corrected. SG had received a note received from the Incumbent, Canon Ian Wilson (see BMO paper 20.15.02) expressing some concerns.</p>



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	<p>Canon Wilson was concerned about his ministry team's mission initiatives being less recognised than those of a Lightwave group would be. SG had spoken with Canon Wilson about ways she could actively affirm his local parish-based mission in Kirton. Kathy Wilson (leader of FBTW) had arranged to meet Canon Wilson but this had had to be rescheduled due to the current situation with Corona Virus.</p> <p><b>ACTION: SG and MH to discuss guidance that could be given to Kathy Wilson (leader of FBTW) in responding to Canon Wilson's concerns.</b></p> <p>KG asked about safeguarding around FBTW and AG confirmed Kathy Wilson, who was also DBF employee, had had a Diocesan DBS check.</p> <p><b>The Board confirmed its approval of <i>The Farm by the Water</i> as a Lightwave Group</b></p>
20.16	<p><b>TRAINING AND COACHING</b></p>
	<p>SG confirmed the current coaching system in place is not proving to be effective. An alternative proposal had been developed to support Lightwave Group leaders through Learning Communities, where leaders could share knowledge and experience and learn from one and other. The aim is to have three learning communities in three geographical hubs supported by a Community of Practice of facilitators. The initiative would be supported by Tim Lea, a mission consultant, national fresh expressions leader and member of the national rural fresh expressions guiding team, who would be paid for his time. Other facilitators would be unpaid.</p> <p>The plan was currently on hold until face to face meetings in person could take place, as Tim felt that would give the best chance of success. In the interim, Tim had offered to conduct some online small group coaching training sessions.</p> <p><b>ACTION: SG to edit and forward paper, on Learning Communities, to all BMO Board for discussion at the next BMO board on 20th April.</b></p>
20.17	<p><b>SAFEGUARDING</b></p> <p>KG gave an update. Safeguarding leadership training is currently on hold with all planned safeguarding training sessions cancelled between now and May 2020. Taiwo, the Diocesan Safeguarding trainer, is looking at how safeguarding face to face training can be carried out on Zoom. The legal advice from the national church is that if there is a "cogent" reason why a person can't do required safeguarding training, then the training can be postponed until the Corona virus pandemic is over and licensing, continuation in post etc. can proceed on that basis. The safeguarding team are compiling a priority list for all refresher and other essential training and are asking for people to submit names of those who need to be added to this list.</p> <p>SG updated the BMO about safeguarding within the Lightwave community and how activities could continue in a safe manner. For example, a letter has been drafted to parents of those participating in Otley Youth Alpha via Zoom, outlining the measures in place, including the requirement that a male and female facilitator would be present on each call. Other measures included leaders dialling in first, recording of calls not permitted etc. Parents have been asked for permission for their children to sign up.</p> <p>Zoom Lightwave family worship was being piloted between the Otley Lightwave group and Rattlesden parish. The Zoom link isn't yet advertised publicly, and single adults are not allowed to join unless they have been DBS checked. There would be some level of risk involved in using Zoom, but safeguards included the fact that in order to open a Zoom account, it was necessary to be 18 years and over. Those leading should be up-front about safeguarding risks and the audience can then decide whether to join in or not.</p>

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	When the pilot is concluded guidance will be issued for other groups wishing to do similar things.
	<b>ACTION: KG to forward a document received from Matt Levett concerning delivery of youth events over social media etc.</b>
20.18	<p><b>WHAT HAVE WE LEARNED?</b></p> <p>AG – was amazed about how everyone has pulled together and responded to the Corona virus. AG said we must not go back to exactly how we used to be after the Corona virus crisis is over and there is a significant opportunity for outreach and mission.</p> <p>NS – has been learning about Skype, Zoom and Microsoft teams and is encouraged that the project team are meeting to pray together 3 times a week online.</p> <p><del>CW – emphasised the importance of communication during the Corona virus with the right message getting to the right people and making sure everyone understands the same things.</del></p> <p>GP – also echoed CW’s comments on communications.</p> <p>KG – commented safeguarding fits everywhere, in whatever circumstances.</p> <p>KM – said there were several parallels and crossovers between this BMO project board and the Inspiring Ipswich project. Inspiring Ipswich were working with parishes to encourage kingdom perspectives and that conflict can arise when new communities are being created and Inspiring Ipswich are learning to navigate that.</p> <p>SG – said she is learning how to think about “mission with”, rather than “mission to” and what this means in the current situation, including being able to pivot quickly to respond to needs and opportunities. The Covid-19 phone tree was a good example of this: working alongside people, building genuine relationships and living the Kingdom life.</p> <p>MH asked if the Lightwave community could collect statistics on initiatives during this period, but it was felt that it would be best for most data collection to be focussed around the information the diocese was already requesting via Gavin Stone.</p> <p>NS confirmed that the Lightwave team were keeping a record of those Suffolk Fresh Expressions and Lightwave groups who were socially engaging online with their communities/others, during the Coronavirus period.</p> <p><b>ACTION: NS to keep the list of those Suffolk FxCs and Lightwave Groups who were socially engaging online updated.</b></p>
20.19	<p><b>FINANCE AND STEWARDSHIP</b></p> <p><b>CIO (CHARITABLE INCOPORATED ORGANISATION)</b></p> <p>AG will come back with a definite proposal at next BMO meeting. GP wanted to see a CIO in place sooner rather than later, from a financial perspective.</p> <p><b>ACTION: AG to bring a formal CIO proposal to the next meeting (ongoing action from previous meeting)</b></p>

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	<p><b>STEWARDSHIP</b></p> <p>GP advised the BMO to encourage those who were giving to Lightwave community to continue to do so. AG confirmed that reporting on giving via Xledger (the Diocesan finance system) was in place. Lightwave Community donations currently stand at £2,745, with regular giving into Red Lodge, café receipts of £900 from the Red Lodge café, and a donation of £1000 to the Farm by the Water (with a further donation expected).</p> <p>FBTW now have an invoice process in place for claiming costs against donations received and an MoJ was being drafted.</p> <p>SG confirmed we haven't promoted giving in project yet. The next step is to develop a plan to encourage stewardship.</p> <p><b>RED LODGE</b></p> <p><del>GP and AG had discussed briefly before the meeting how to facilitate Lightwave Red Lodge in</del> responding to the Corona virus crisis. The local Parish Council had offered £1000 for Lightwave Red Lodge to provide emergency food parcels to vulnerable families in the area. This would be reclaimed via the expenses process against receipts for good/food purchased. The DBF had also agreed to provide Diane Grano with a centrally settled Diocesan credit card and a float of £500 for Red Lodge to facilitate her cash flow.</p> <p>GP stated his concern that Diane Grano had previously breached DBF financial processes around donations to the Lightwave café and potentially put the DBF in a difficult position, because the financial processes weren't followed. The DBF wanted to support the project but GP made it clear there needs to be accountability as well. He advised the BMO that Diane Grano must adhere to the DBF financial processes.</p> <p>AG said that while a move to a CIO would enable some more agility, there would be absolutely no relaxation of proper finance processes.</p>
	<p><b>IMPACT OF CORONA VIRUS</b></p> <p>SG confirmed that as a result of the financial situation due to the Corona Virus epidemic the DBF has a recruitment freeze on for all posts, including the SDF project posts. This has delayed recruitment to the Otley RRC and (potentially) the 3<sup>rd</sup> RRC planned for this year. There was also an impact to extension and re-grading of the Assistant to Archdeacon for Rural Mission post agreed at the last BMO Board, where the current postholder Kathy Wilson is already working longer hours and at a higher level than her current job grading. The DBF had agreed to extend the post until the end of year, but as a result of the freeze any increase in hours and pay grade was on hold.</p> <p>SG asked about the funding for the SDF projects and whether they were under threat and carrying on? GP confirmed the SDF funding wasn't under threat, but would be scrutinized, as with all Diocese projects, to ensure the project is acting in a way that continues to progress its goals.</p>
20.20	<p><b>RECENT AND FORTHCOMING EVENTS</b></p> <p>NS updated the BMO on the plans to run this year's Thy Kingdom Come global Prayer initiative, which takes place between 21<sup>st</sup> and 31<sup>st</sup> May 2020. We would like to run a virtual prayer room through the 24/7 prayer website. People will be able to sign up online to one hour slots of prayer time between 4pm on the 24<sup>th</sup> of May to 4pm on the 31<sup>st</sup> of May.</p> <p>A meeting of diocesan staff is being arranged to draw together further ideas, thoughts and insights, to encourage individuals and our churches/small groups/fresh expressions, to pray for people to come to know Jesus, who don't already know Him.</p>

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	These plans are instead of the 24/7 praying presence, which was taking place over the two days the Suffolk Show, which has now been cancelled, due to the Corona virus.
20.21	<p><b>AOB</b></p> <p><b>GRAHAM MILES ROLE AGREEMENT</b></p> <p>The BMO agreed Graham Miles' Role Agreement for his work as Lightwave Rural Chaplain. SG confirmed she was happy with way he was working and in making the team aware of things he is getting involved in within the farming community. MH confirmed re-licensing at this time was not required as Graham was already a Licensed Evangelist.</p> <p>Outstanding action points where reviewed (see Outstanding Action Points document).</p> <p>SG said in view of the Church of England Corona Virus epidemic guidance on the postponement of all PCC APCMs, the Lightwave BMO APCM on the 13<sup>th</sup> of May will not take place, but instead there will be a regular BMO Board meeting online.</p> <p><b>THE NEXT BMO MEETING WILL TAKE PLACE ON MONDAY 20<sup>TH</sup> OF APRIL, VIA ZOOM FROM 2.30PM TO 4.30PM.</b></p>
20.22	<p><b>CLOSING PRAYER AND END</b></p> <p>SG closed the meeting in prayer at 3.50pm.</p>

Signed:

Sally Gaze

Date:

10/8/20

Chair:

SG