

Parish Profile
of
St Mary Magdalene
Mitford



Stable Green
Mitford
Morpeth
Northumberland
NE61 3PZ

www.mitfordchurch.org

September 2009

Our mission statement is

“to bring people closer to God and to each other.”

We do this by prayer and presentation of the living Gospel of Jesus Christ in:

- ✚ Varied worship that is reverent, relevant and rich in biblical teaching
- ✚ Nurturing and supporting each other in our journey of faith
- ✚ Outreach and service in the community
- ✚ Sharing with our neighbours the love of God the Father and the truth of God the Son through the power of God the Holy Spirit.

Core Values:

Believing:

We believe that Jesus Christ, through His life, His death on the cross, and by His resurrection is the only way to know God and to enjoy a relationship with Him now and in eternity. We believe that the Bible is God’s reliable revelation of Himself, ourselves and the world in which we live.

Belonging:

In all our worship and fellowship together we gather as God’s people to learn more about Him through teaching and preaching the Bible, to worship God – Father Son and Holy Spirit, to encourage one another to live more wholeheartedly for God and to be a local expression of the world-wide church.

Growing:

At Mitford we recognise that coming to believe in Jesus is the first step in our Christian journey and that we need to grow in faith day by day. We encourage members to belong to small groups in which they can support one another as they study the Bible and pray together. As part of our growing in Christ, we aim to discover and use the gifts God has given us to serve Him and one another.

Praying:

We acknowledge that we need to be a praying church because we can do nothing in our own strength and that we need to be totally dependent upon God’s sovereign and gracious work amongst us. We therefore emphasise the importance of individual and corporate prayer.

Living:

We understand that our church exists to support, equip and enable Christians to worship God in their daily lives, whether at home, at work or in the community. This includes being obedient to God’s word and being available for those in need.

Reaching Out:

As Christians we are responsible for sharing the Good News of Jesus with all. This means as individuals we desire to live our lives as disciples of Christ. As a church Mitford seeks to do this through our Sunday and midweek services, through our various activities and our involvement in the community and beyond.



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Introduction

St Mary Magdalene Mitford is a thriving 12th century rural parish church situated two miles to the west of the market town of Morpeth in Northumberland.

We are committed to collaborative ministry and are currently led by a ministry team made up of a Local Ordained Minister, four Readers and one exploring his calling to Reader ministry. The ministry team also have responsibility for St Cuthbert's Hebron – an adjacent small rural parish.

In recent years a significant number from the congregations have found their ministry in many and varied ways and we continue to encourage ministerial development and to support lay participation in worship and service to the community. We have on one occasion in the past been a training parish and it is hoped that a new incumbent would be willing and able to train a curate and support trainee placements from within the diocese.

We are predominantly a gathered congregation where 90% live in outlying towns and villages around southeast Northumberland and travel to the parish of Mitford.

The church organisation is such that all groups report through and are overseen by the PCC.

The PCC has 20 members and meets in alternate months. The Standing Committee meet one month before each PCC meeting.

There are a number of sub-committees and working groups which have been established to be involved in the following areas:-

Children & Youth Ministry	Furnishings	Music
Evangelism & Outreach	Local Ministry Group	Pastoral Care
Environmental Issues	Ministry	Prayer Ministry
Finance	Mission and Charity	Works

We have an Electoral Roll of 175 – 90% of whom live outside the parish.

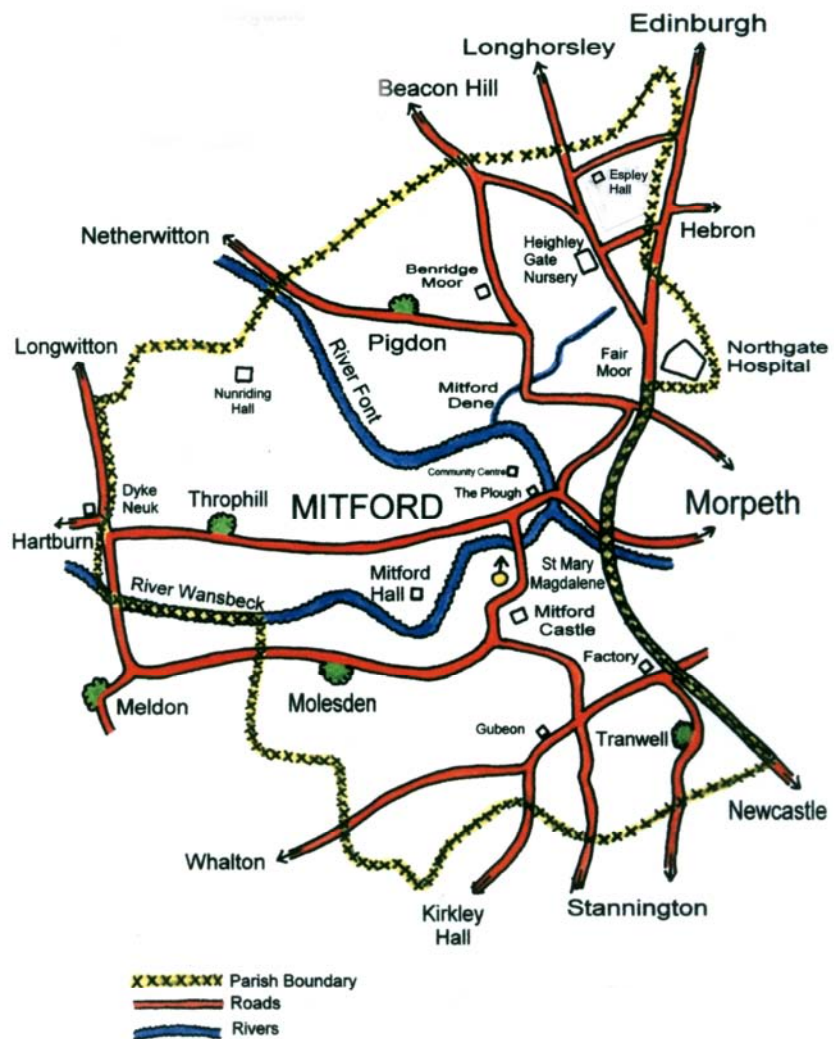
The Parish

The Parish of Mitford is a rural, mainly agricultural area in Northumberland. The village is situated west of the market town of Morpeth, just off the A1, 15 miles north of Newcastle upon Tyne. At the centre of the village is the Plough Inn and the Village Community Centre which provides many opportunities for social interaction and sporting activities. There is a leek club, bowling club and the village has a cricket team.

There are 374 inhabitants listed on the Mitford Parish electoral roll and they are of mixed age and social grouping. There is very low ethnic mix in the area and no significant social or unemployment issues.

The main industry in the area is farming, the Mitford Estate is the main landowner and the other three main local employers are Northgate Hospital, Piramal Healthcare (Pharmaceuticals) and a large Garden Centre. Most people living in the parish commute to Morpeth and Tyneside.

There are good transport links in Morpeth, with regular bus and train services. Newcastle International Airport is 10 miles to the southwest. Apart from school buses there is no regular bus service through Mitford village.



Morpeth is a friendly and characterful market town where people have time to talk to each other in the street. There are major retailers, Marks and Spencer, Boots, W. H. Smith, Morrisons, as well as a whole range of smaller family run businesses of every conceivable kind plus banks and building societies. A major refurbishment of the centre is going on at present which will enhance the range of shopping even further. There are five churches of various denominations in the town. There are also pleasant walks along the river and surrounding area as well as extensive parks and recreation areas for all ages and many leisure and sports facilities.

There is a three tier education system in the Morpeth area made up of the following schools:

First schools: –	Abbeyfields, Goose Hill, St Robert’s RC Aided, Stobhillgate, and All Saints C of E Aided.
Middle Schools: -	Chantry and Newminster
Community High School: –	The King Edward VI
Community Special School: -	Collingwood School and Media Arts College
Adult Learning: -	Morpeth Adult Learning Centre - The King Edward VI
C of E Academy: -	Northumberland C of E Academy - Josephine Butler Campus Ashington

Northumberland is a lovely and historical county of rolling open countryside, occasionally wooded with some open moorland and frequent views of Simonside and the distant Cheviot Hills on the Scottish border. The coast line is spectacular with long fine sandy beaches.

Newcastle upon Tyne is just 20 minutes away, with extensive shopping areas and a revitalised Tyne river frontage featuring the new The Sage Gateshead which is both a live music venue and a centre for music education and the famous Gateshead Millennium Bridge.

Worship

Mitford Parish Church is a diverse Christian community, with people of all ages, coming from all walks of life. Worship plays a key role in the life of Mitford Church and we seek to provide forms of worship which sensitively reflects the need and expectations of all those who attend.

Sunday Services

8.30am *Holy Communion*

This service follows the quiet reflective tradition of The Book of Common Prayer. There is no music, a sermon is included and regular attendance is approximately 20.

10.00am *Family Worship (Common Worship)*

This service of approx 80 adults and 25 children and young adults aims to meet the needs of all ages. The current monthly pattern is:-

<i>First Sunday</i>	This is an All Age Family service. Music is provided by one of four music groups. The service leaders do not robe for this service.
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Second & Fourth Sunday Service of the Word in which the children are with us at the beginning of the service but leave after the children's talk for their various groups in Junior Church (in the Stable Room.) Again music is provided by one of the music groups. The service leaders do not robe for this service.



Third Sunday Holy Communion is a family service. The children go straight to Junior Church and join us later in the service as we celebrate communion. Music is provided by the music group. Clergy will usually robe for this celebration.

Fifth Sunday This is often a more informal (alternative) time of worship. It is based on the structure of the Family Service but we often try out something different. It is frequently led by the Youth Group or guest leader.

Prayer Ministry is offered at the end of every 10 o'clock family service.

All music, liturgy and supporting multi media is available on projection screens and services may be relayed to the Stable Room.

We are greatly blessed and encouraged by the extent of lay participation through music, reading, intercessions, prayer ministry, teaching and leading in this family worship environment.

Coffee is served after these services either at the back of church or in the nearby Stable Room giving people an opportunity to chat, network and enjoy each other's company.

Baptism services will normally be within the setting of our family worship.

4.30pm / 6.00pm (BST) Evening Worship

This is an evening service of quiet reflection where worship is in the tradition of the Book of Common Prayer with music provided by the choir and organist. A sermon forms part of the service and regular attendance is approximately 20. Clergy / Readers will usually robe for this service.

First Sunday Choral Evensong

Second Sunday Holy Communion

Third – Fourth Sundays	Choral Evensong
Fifth Sunday	Songs of Praise alternating with Hebron

Mid Week Services

A service is held at 10am on Tuesday morning in the Mitford Chapel and we follow the Book of Common Prayer. Hymns are unaccompanied, a sermon / homily is included and regular attendance is approximately five. Clergy robe for this service.

Morning Prayer is said every Monday morning as part of the regular staff meeting.

Occasional Services

Over the past year there have been: 6 baptisms, 6 candidates confirmed, 10 weddings and 10 funerals.

Seasonal Services

Services are held on specific days during the Church year i.e.:

- Ash Wednesday
- Services during Lent and Holy Week
- Easter Day
- Ascension Day
- Harvest Thanksgiving
- Christingle
- Lessons and Carol Services
- Christmas Eve (Midnight Communion)
- Christmas Day

Local Ministry

We embrace the concept of Local Ministry as a partnership between laity and clergy. In recent years the Local Ministry Group (LMG) has been fundamental in nurturing the gifts and supporting those involved in developing their many and varied ministries. One of the outcomes of our recent Parish Formation process has been to suggest we redefine the LMG Terms of Reference and continuing responsibilities in the light of the new opportunities and challenges that lie ahead. This redefinition is likely to be completed by the end of 2009.

Meanwhile we are reminded that the key features of Local Ministry are to:

- Explore what our church at Mitford is called to be and do
- Help us to choose our priorities
- Promote the mission of the church
- Enable the congregation to develop its faith and discipleship
- Identify and address the needs of the wider community
- Discern and nurture the gifts and ministry of everyone
- Consider support and training needs.

Home Groups

We encourage people to belong to one of these small groups. We have five home groups who meet every two weeks. They aim to:

- Strengthen relationships
- Deepen prayer and worship
- Grow in knowledge of the Bible and Christian tradition
- Enable and support participation in Mission and Evangelism

Group members are regularly involved in sharing and developing their ministry through leading study courses, worship and various other activities e.g. Alpha, Marriage Preparation, Counselling, Family Support, Lent and Advent preparation, as well as leading services during Holy Week.

Children and Young People

We attach great importance to our church's work with young people, both within the families who come to Mitford and from the wider community. We endeavour to help and support them to grow in their understanding of the Christian life and to experience for themselves what it means to be part of the Christian Family.



The life of our Christian community reflects the central place of children and young people, providing them with opportunities to experience the love of Christ, through the promotion of the Christian faith, spiritual growth and self-development.

Junior Church

Our Junior Church runs alongside the 10 o'clock family worship and includes a caring, varied and exciting programme crammed with activities, games, craft, quizzes, drama and stories surrounding Bible teaching. Children are grouped according to school age from toddlers in the crèche to young teenagers. We have a team of experienced and committed teachers many of them with children of their own at the church. In 2009 our Junior Football Team won the local junior football league!

Youth Ministry

Our Youth Ministry exists to reach all young people with God's Love, to provide a safe place for genuine relationships and also where young people can encounter God. We recognise the individuality of all young people and encourage them to reach their potential. Young people have a valued input into our Church life and we try to encourage and promote the good that they bring to us as well as be challenged by the freshness and energy that they have.

Two Youth Groups meet on Sunday evenings in term time when fun, friendship, chilling, music and opportunities to explore the Bible and see its relevance today, play an important part of our time together.

An ecumenical Youth service is held once a month in the local Methodist Church.

The basis for our ministry with children and young people are these words of Jesus spoken to his disciples:

"Let the children come to me; do not try to stop them; for the kingdom of God belongs to such as these. Truly I tell you: whoever does not accept the kingdom of God like a child will never enter it."

Safeguarding

Mitford PCC is committed to providing the safest possible environment for the children, young people and vulnerable adults in its care.



We have a written Policy on Youth and Junior Church's Work which is reviewed annually. As well as setting out the aims and practical arrangements for each of the various groups working with children and young people, the policy has detailed provisions for child protection based on the Child Protection Guidelines issued by Newcastle Diocese.

Ecumenical Links

We are actively involved in the "Morpeth and Mitford Churches Together" initiative and seek to work even more closely together in the future. We host a mid-week group called "Coffee Plus" where a lively gathering of ladies drawn from a number of local churches meet for prayer and Bible study.

We collaborate with other denominations in our Youth Ministry and run church wide Alpha and Lent study courses. Two of our members are helping to coordinate a diocesan ecumenical initiative involving two study courses ("Faith and Life" and "Understanding the Bible").

Overseas Mission

We have supported overseas mission for many years and currently support Mission partners working in:

- Colombia
- Tibet
- The Democratic Republic of the Congo.

We aim to build bridges and keep in touch with our mission partners, and their prayer letters are distributed in church and through our parish magazine. They are supported financially, both through the mission fund and by individuals in church.



We encourage them to visit us on their home leave, share their news in services, and where possible arrange for them to meet many of the small groups in the church. They are regularly prayed for during services and meetings.

The Mission and Charities Group co-ordinates this work and arranges speakers from overseas and UK mission groups several times a year.

Local Mission and Outreach



We actively engage with other Churches in the Morpeth area in various ecumenical initiatives which include Alpha and other foundation and outreach events. We are also represented on the “The Women’s’ World Day of Prayer Committee” and take a full and active role in their activities.

Members of the Ministry Team regularly take assemblies at Morpeth All Saints CE First School. We particularly support Christian Children and Youth ministries in and around the Morpeth and Mitford area through the work of the local Mustard Tree Trust.

The Stable Room (situated adjacent to the Church) provides a comfortable venue for out-of-church events and meetings. It is extensively used by the local community and by various groups and churches in the Diocese (e.g. for quiet days and retreats).

We have links with Samaritans Purse and are actively involved in Operation Christmas Child Shoebox appeal.

We promote Fair Trade through various activities and initiatives and support the Newcastle based West End Refugee and Asylum charity both in financial and practical ways.

We also support work with Juvenile and Young Offenders at HMP Castington.

Pastoral

Recognising an important part of Christianity is being of service to those around us, we aim to support the local community in prayer and action, giving caring help in all aspects of life, both good and bad.

The Ministry Team share pastoral care with a small but dedicated team of Lay Pastoral Visitors, in whom the Church has discerned special gifts. They are people of prayer who reflect on the dilemmas of modern life in the light of the Bible and Christian tradition and who want to communicate to others the message of Christ through caring action.

Pastoral Visitors have a variety of roles including:

- supporting the sick & bereaved
- home and hospital visits
- lifts to appointments or church
- assistance with shopping
- filling in forms and returns
- writing letters
- prayer ministry
- and help with a myriad of other “good neighbourly” concerns

Confidentiality is always given the highest priority.

Home Communion is also available on request.

Social Activities

Throughout the year there are numerous opportunities for social events, both organised and ad hoc.

We regularly hold concerts in the church; there is a monthly Sunday lunch outing, a harvest lunch and regular coffee mornings and the occasional barbeque.

We usually hold an annual Garden Fete on the vicarage lawn.

We endeavour to ensure all ages are included in our social events. The last one was a “Quiz Night with musical entertainment” where the ages ranged from 15 to 85.

We plan to celebrate our 875th anniversary in 2010 with a variety of events.

There are various walking, cycling, crafting, dining and debating groups who meet regularly to share in their pain and passion.



Communications

We recognise the importance of communication.

A news and notices sheet is available every Sunday.

220 copies of the parish magazine are produced ten times in the year and it includes news from Hebron parish.

We intend to make greater use of our revised website
<http://www.mitfordchurch.org>



Buildings and Fabric

The Church



The church is a beautiful Grade I listed building in a wooded conservation area of the Wansbeck river valley opposite the ruined remains of Mitford Castle. The original Norman church was built in the 12th century, and later destroyed under King John in 1215. The church was rebuilt in the 13th century and survived later fires and partial destruction. In 1874 a massive restoration took place

The present building comprises the early English chancel, extended nave and 19th century spire and baptistery. There are two side chapels, one now the vestry, the other called the Mitford Chapel. A new gallery was added above the font in 2008. The church has what is thought to be the oldest church bell in the country.

The building has disabled access – hearing loop – modern heating and audio/visual systems and the fabric is in excellent state of repair.

The Stable Room

Situated between the church and Vicarage is the “Stable Room” which was completed in 2000 with a grant from the Millenium Commission. This building has disabled access, two unisex toilets (one with disabled facilities and a baby changing unit) and a fully equipped kitchen.



The hall provides an area for approximately 80 people which can be partitioned into three meeting rooms. A video link allows us to relay church services to the hall. The room has many uses - coffee and Fair Trade after 10am worship - Junior church - committee meetings - Youth Groups - Harvest lunches - retreats and public hire for special events.

The building is fully compliant with Health and Safety and Food Hygiene Regulations and has an efficient heating system.

Churchyard

The main churchyard surrounds the church and an extension was constructed in 1996 with 91 extra grave spaces. A gardener is employed to cut the grass and during the winter months to carry out general maintenance.

The PCC is responsible for the maintenance of the churchyard and controls burials for parish residents. There is a plaque in the north wall of the extension to record ashes buried or scattered in the churchyard.



Vicarage



The Vicarage is a very spacious 4 bedroom detached family home with large garden and overlooking the ancient ruins of Mitford Castle. Built in 1961 it is of brick construction and the interior is in good decorative order.

Ground floor rooms include a substantial living room with open fireplace; dining room; music room with door to outside; fitted kitchen; a cloak / washroom; utility

room and study.

Upstairs there are 4 good sized bedrooms and family bathroom.

The central heating is powered by LPG. Broadband Internet access is available.

Externally, the extensive front driveway is used for parking at times of church services. Vehicular access is also available to the rear of the property. There is also a garage; carport and large hard standing area.

Finance

Every spring we encourage our church family to review their level of giving. In the past decade this has been based upon the theme of TRIO (The Responsibility Is Ours). The focus in 2009 was on Time and Talents. Overall giving levels have been encouraging, with significant uptake of tax efficient arrangements via bankers orders and envelopes. Special gift aid envelopes are in the pews for visitors.

The Parish Share (£36,000 in 2009) is paid in full each year by monthly direct debit. There are no major debts.

A copy of our 2008 Financial Accounts is included in **Appendix 3**.

Expenses paid to or on behalf of the Incumbent

Mileage at 40p per mile



Council Tax

Water Rates

Parish Telephone

Administration and some paid secretarial support.

Trust Funds

The Incumbent and churchwardens are trustees of two Trust Funds which provide support for unusual church work and the maintenance of the Church building.

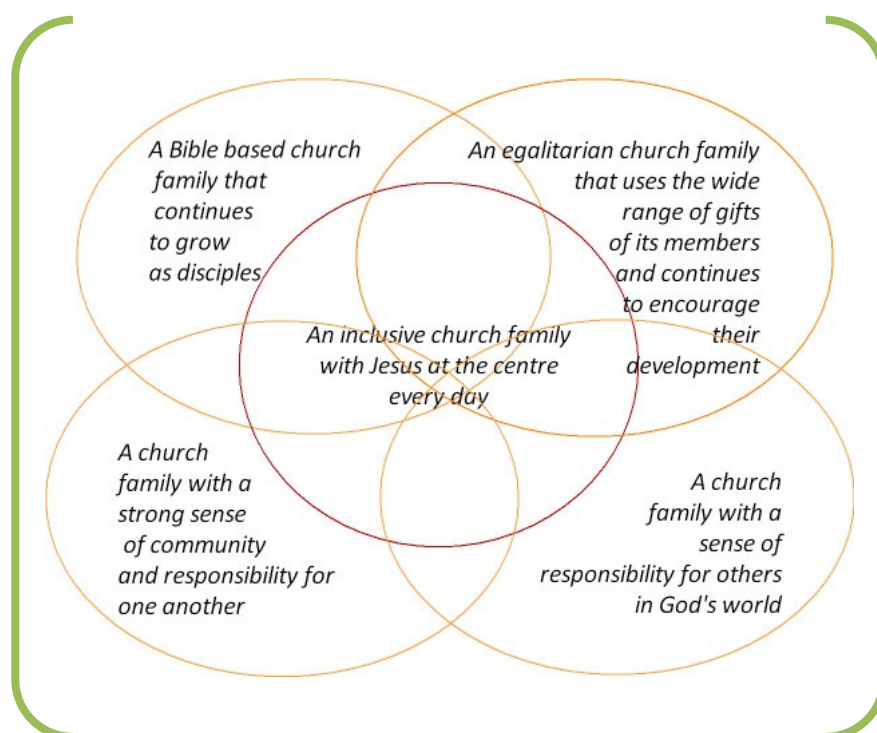
Our Vision and Mission Action Plan

Our interregnum has provided us with the opportunity to conduct an in depth study to review where we believe we stand as a parish and where we believe God is calling us for the future.

More than 70 members of the church family have offered their insights and these are summarised in the Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis shown in **Appendix 1**.

Taken as a whole, our **Vision Study, Mission Statement, Core Values** and **SWOT** combine to point us towards a plan for the future which we believe represents the views and aspirations of the majority of church members.

The emerging Vision is represented by:



We also believe that our 5 year strategy and Mission Action Plan (MAP) should reflect these thoughts and hopes.

We trust and pray that this truly reflects God's direction for our parish – in time no doubt, all will be made clear if His plan is something different from ours!

Meanwhile the key elements of our intended ***Mission Action Plan*** are as follows:-

- Ongoing review of worship needs, with particular emphasis being given to Biblical exposition and sermon series, Church for younger people, music, special services and outreach into the community
- Ongoing development of our work with young people, underpinned by development of a new strategy, appointment of a paid children/youth worker and considering how we can make best use of our physical assets.
- Development of Prayer Ministry to address the continuing prayer & spiritual needs of individuals, congregations and beyond. Encouraging the giving and receiving of prayer
- Discerning, developing and coordinating the gifts and ministry of everyone associated with our church
- Exploring Christian resources available from elsewhere and proven ideas/approaches in other churches that we could adopt to make us more effective.
- Improving outreach and service by parish focused initiatives, working with other churches in our local community and effective engagement with our mission partners in world mission.
- Continuing our support to and “journey of faith” by actively engaging with Hebron Parish
- Improving communication and understanding between our congregations
- The development of a church that is welcoming to both the existing congregation and newcomers
- Developing, resourcing and implementing effective pastoral care for our church family
- Structuring our services and home groups so that new members can be drawn into our church family and that existing members are encouraged/ helped in their growth as followers of Christ.
- The appointment of a musical director to develop our rich resource of musical talent

Further details and timescales of the various activities are shown in ***Appendix 2***

The person we are seeking

Mitford church is blessed and flourishes in many areas. We have spent time in 2009 thinking about who we are, what we believe and where we think God may be calling us to in the future.

There is now an opportunity for someone with a fresh vision and new energies to help us move forward. Our strengths and weaknesses are detailed in Appendix 1 and our Mission Action Plan is included in Appendix 2. Together they suggest to us we need someone who will:

- Enable the church to be served by a Christian minister, mature in faith exercising day to day leadership in a highly gifted team.
- Encourage our growth in unity and love for one another.
- Work with the Ministry Team and others to spread the Good News, encourage discipleship, train and pastor members of the congregation and beyond.
- Help, as appropriate, in the development of any new opportunities for growth and evangelism that needs to be taken.
- Unlock the capability of the Mitford church family to share and support in wider diocesan ministry.

So the person we seek will possess...

- An ability to devote him/herself to prayer and faithfully teach and diligently apply the Word of God.
- An ability to work in a collaborative team environment and able to recognise, use and develop lay gifts so more people may realise their ministry.
- Sensitivity to the pastoral and spiritual needs of both the congregation and those in the community of every age and background.
- A gift for engaging with families, young adults, teenagers and children in worship, discipleship and church life.
- An ability to be at ease with all, irrespective of gender, race, age or marital status.
- A commitment to support and encourage the church in fulfilling our mission statement and its underlying core values
- A special vision for the growth of our church family and the wider Kingdom.

APPENDIX 1: SWOT Analysis

Strengths	Weaknesses
<p>Open and welcoming Jesus centred community</p> <p>Diversity of worship</p> <p>Prayer and spirituality</p> <p>Commitment to one another</p> <p>Supportive and encouraged congregation</p> <p>Engaged, competent and cooperative resource across all ages- emergence of Lay / Collaborative / Shared Ministry</p> <p>Good numbers of children and teenagers present with dedicated leaders</p> <p>Encouraging, appropriate and challenging biblical teaching</p> <p>Commitment to mission and outreach</p> <p>Numerical Growth</p> <p>Physical assets</p> <p>Openness towards and positive relations with other denominations based on church family from diverse Christian backgrounds</p> <p>Hebron</p> <p>Financial security</p> <p>Social aspects</p> <p>Ability to seek contemporary opportunities within our Anglican tradition</p> <p>Music and musicians</p>	<p>Relationships with other parishes</p> <p>Resistance to change</p> <p>Limited impact prayer ministry</p> <p>Limited home group membership</p> <p>Demands on key people</p> <p>Overlooking the needs of some of the church family</p> <p>A lack of people in their twenties</p> <p>Welcoming- “but only so far”</p> <p>Limited engagement with local community</p> <p>Overreliance on a few committed people for Pastoral care limits what we provide</p> <p>Historic Building and site constraints can be a constraint on Spiritual and Community needs</p> <p>Church family/ separate congregations do not mix enough</p> <p>Restricted musical spectrum</p> <p>Sometimes overreliant on our own capabilities, rather than looking for God's will</p> <p>We could communicate and coordinate better</p>
Opportunities	Threats
<p>Empowerment of church family members for their individual growth and the growth of our church family</p> <p>Getting right incumbent and an appropriate diocesan role for the incumbent</p> <p>Working with other churches and sharing the resources we possess</p> <p>Developing relationships and understanding with other faiths</p> <p>Developing a greater sense of unity within our church family</p> <p>Service/ mission to wider community</p> <p>Using our current position as springboard for growth and care of individuals and of our church family [both genders!]</p> <p>Open to the Spirit: working for God sometimes means working beyond the confines of a “cost-benefit analysis”</p> <p>To find creative ways to reach out to all under 30, including single people and young families</p>	<p>Wrong appointment</p> <p>Ministry workload/ age profile</p> <p>Merger</p> <p>Liabilities of relationship with Hebron</p> <p>Not addressing / managing our increased size</p> <p>Decisions made without due consideration or respect for where the Holy Spirit might be working / leading</p> <p>Putting Mitford’s interests and agenda first at the expense of God's calling and the wider Church perspective</p> <p>Dominance by certain groups. Overlooking the needs of some church family members</p> <p>Re-emergence of traditional style of worship at 10 o'clock services</p> <p>Poor change management</p> <p>Trying to conserve what we've got - maintenance instead of mission, change and growth</p> <p>Over-reaching ourselves</p> <p>Complacency about children's and youth work</p>





APPENDIX 2: Mission Action Plan









	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
1.1.	1.1.1 Ongoing review of worship needs with particular emphasis given to: <ul style="list-style-type: none"> • Biblical exposition • Sermon Series • Healing Services • Bereavement Services • Youth Church • Services in the Community • Identifying worship needs of the wider Community (eg Caf� Church) • Music 	Action 1.3.4 Also regular reviews (6 monthly) with Incumbent, Ministry Team and Local Ministry Group					
1.2	1.2.1 Establish Terms of Reference for Prayer Ministry Team and "Prayer Champion". 1.2.2 Ministry Team to appoint "Prayer Champion" (promote, develop, train) 1.2.3 Develop Implementation Strategy (to include Prayer Chains, Prayer Triplets, Prayer Seminars and all elements listed under 3.5) 1.2.4 Training required for those involved in Prayer Ministry 1.2.5 Raise Awareness of Place and Purpose of Prayer Ministry Team 1.2.6 Identify & address the continuing prayer & spiritual needs of: Individuals, Congregations, Wider Church, Immediate Community						
1.3	1.3.1 Conduct study to discern the Gifts & Ministry of Everyone associated with our church. 1.3.2 Nurture the Gifts & Ministry of Everyone 1.3.3 Ministry Team to appoint "Service Co-ordinator."						

	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
	1.3.4 Redefine Local Ministry Group Terms of Reference and Continuing Responsibilities 1.3.5 Develop Improved Communication between Clergy – Ministry Team – Lay Participants – & Congregations with consideration given to future form of Parish Magazine, Notices Sheet and Website	PCC Approval					
1.4	1.4.1 Deeper Biblical Exposition at Evening or Mid Week Services 1.4.2 Reviewing best model for Mitford Home Groups and understanding what encourages their formation and membership 1.4.3 Increase membership and number of Home Groups 1.4.3 Make Sermon Transcripts Available (to allow possible link between Sunday Sermon & Home Group Study Sessions) 1.4.4 Encourage Personal Bible Study (e.g. Scripture Union notes)	Ministry Team approval and ownership of study, prayer and pastoral care					
1.5	1.5.1 Ministry Group to Visit Other Churches 1.5.2 Ministry Group Training 1.5.3 Appropriate Guest Speakers 1.5.4 Encourage use of groups like PRAXIS 1.5.5 Encourage participation in National Christian Gatherings 1.5.6 Appoint someone to take on overview of contemporary opportunities within our Anglican liturgy.	Action 1.3.4					
2.1	Roll out strategy initiatives for younger church members and other young people in our community. To include (as examples):- 2.1.1 Youth services 2.1.2 Enhanced use of "out of church service" events for specific age groups 2.2.3 Youth group to Soul Survivor	Action 4.1.2 Money, volunteers (catering, speakers) Time slot (e.g. 6pm winter time), Invite other youth groups Mini bus					

	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
	2.1.1 Holiday Club 2.1.2 School Work	liaison with Mustard Tree Trust, Vicar and youth worker to do assemblies					
2.2	Actions 2.1 and 2.2 merged (above)						
2.3	Churches together work expanded for service to the community 2.3.1 Mapping exercise to identify where churches can address gaps in provision 2.3.2 pilot programme eg Drug Proof your Kids 2.3.2 Rolling programme of courses offered to the community	People may need training and/ or buy in courses: (Janet trained to lead Drug Proof your Kids so good one to start with- suggest early 2010) Key people from each church to meet regularly to organise (not clergy) Joint services (incl possible healing service).					
2.4	Mitford "Village" outreach 2.4.1 publicity eg offer free church magazines for a few months. Advertise church events in community centre 2.4.2 parish visiting 2.4.2 Questionnaire (to determine needs of villagers)	Action 3.4.2 Ask about: lunch clubs, lifts to church, what do they want church to provide?					
2.5	More groups that people could go to, to get to know people better and which people can be invited to (such as hobbies/ special interest activities like the photo workshops that Janet holds) 2.5.1 Identify groups that Mitford could provide and potential level of uptake 2.5.2 Pilot a small number of groups which we are confident would be sustainable 2.5.3 Link with other churches to form/amalgamate further rollout of groups	Consider free use of the Stable Room for these groups.					
2.6	Chaplaincy activity	Timescale and scope to be agreed post appointment of incumbent vicar. Asking businesses (Heighley Gate, Pfiser) if it is something they want					

	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
2.7	World Mission- 2.7.1 review engagement of church with partners to develop relationships, understand needs, issues etc	Revisit with Mission and Charities group					
2.8	Hebron - as Hebron is doing parish profile etc. of its own, this best left to possible future joint discussion						
2.9	Parish Weekend 2.9.1 Book Shepherd's Dene/ Rydal Hall. 2.9.2 Leaders/ organisers to form planning Group 2.9.3 Hold event	Arrange after incumbent established, as an opportunity to review and unify our vision					
3.1	3.1.1 Communication and Understanding between different services – a monthly event held 9.30-10.15 sharing between the 8.30 and 10.00 congregations. This would aim to share all we enjoy at Mitford, to understand how we are all blessed and to support and develop God's church at Mitford.	1) Encouraging commitment via ministry team 2) Next church magazine and notices 3) Identify "champions" of 8 and 10 to publicise 4) Commitment to attend from all who said communication is poor.					
3.2	The development of a welcoming church to strangers and newcomers- 3.2.1 a new welcoming document to describe what the church does, who does it, and how to make contact 3.2.2 A policy on greeting. A greeting group made up of a churchwarden, a youth representative and a sideperson for 10am and other services if appropriate. Consider Team of "welcomers" who have particular area of the church to monitor each week (possible training for them).	Identify people with the skills to create this document to meet those who have views on the content. Engagement of church wardens and members of the creating community group. Identify a co-ordinator for the rota.					
3.3	The development of a church that is welcoming to the existing congregation – 3.3.1 Creating an environment of encouraging friendship and fellowship within the church; to sit with strangers or those not known to us; to use the peace to include <i>everyone</i>	Ministry team to discuss, establish and promote "recommended behaviours"					
3.4	A policy for pastoral care – 3.4.1 development, defining:	P.C.C. must be fully informed A new group to form soon to work on					

	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
	a) What will it look like? – a general statement b) Who will undertake it? – identify a group of people prepared to be involved in delivering such care c) Who will receive it? – the ill, the infirm, the elderly d) Where will it happen? – home, church, hospital e) Training issues – to equip and to prepare fully those offering such care. f) Legal probity issues – CRB child protection, working with vulnerable people 3.4.2 Training and rollout	this: Dick, Clare, Mary and others Advertise: church magazine, notices, announcements in service The new group will decide with the help of ministry team The new group and the ministry team Delivering of prayer, praise, worship and care; communion from lay persons, Colin Gough A clear understanding of the legal position of pastoral visiting.					
3.5	To encourage the giving and receiving of prayer. 1) To oversee the “Prayer Chain” 2) To create a prayer list at the back of church, and to co-ordinate this with regard to prayers of intercession in the notices. 3) To support and develop prayer ministry, e.g. a prayer healing service 4) To train, support and organise those involved in intercessory prayer. 5) To reintroduce a prayer tree. 6) To make available cards to help people in prayer.	Timescales outlined in actions 1.2.1-1.2.6					
4.1	4.1.1 Identify strategy for supporting and encouraging the younger members of our church to develop in their faith 4.1.2 Appointment of Paid childrens/ youth worker to develop and implement this strategy with the Ministry Team, Youth Group Leaders, Children’s church leaders- for Mitford, Hebron and help with school assemblies	PCC agreement to this proposal and to finance it. Suitable candidate could come from within church family at present or wider afield					
4.2	Address the lack of space for growing number of children and young people at the 10am service. 4.2.1 PCC to look at new ways of utilising present resources including St Cuthberts at Hebron. This to include potential for creche to be housed at back of building(s)eg Stair gate, small tables and chairs (stackable) 4.2.2 Implementation of selected option						

	Action proposed	Required in order for the action to occur?	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
4.3	The 10am service to be seen as the “Feeder Service” where people are welcomed, introduced to church life, supported through introduction to Home Groups, offered means of developing their faith 4.3.1 (identification of) Ministry Team and other mature Christians who would befriend for a set time- help them settle into a home/ support group 4.3.2 Alpha or similar courses to be offered on a regular basis						
4.4	4.5.1 A general audit of Pastoral Care and Prayer Ministry To see what we do well, and not so well. 4.5.2 Extend pastoral care to include prayer days, quiet days, communion to sick and housebound. Follow up of people after weddings, funerals, baptisms. Cards on anniversaries of baptisms, weddings, and invitations to a yearly service for those who have been bereaved	Ministry Team –Trained Pastoral Care Team Action 3.4.2					
4.5	Music 4.5.1 Identify a music director to co-ordinate music groups and encourage others to be involved in music, identify team to organise recording of services and other music/ responses/ hymns 4.5.2 Continuously review the role of music in worship across all services, encouraging musicians of all traditions to contribute 4.5.3 Record Services to be available on CD 4.5.4 Record Music/ hymns/ responses to be used at other services where there are no musicians available						

APPENDIX 3: Financial Report 2008

Mitford Parochial Church Council

Accounts for the year ended 31st December 2008

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Independent Examiner's Report to the Mitford PCC

This report on the financial statements of the PCC for the year ended 31st December 2008, which are set out on pages 3 to 6, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 43 of the Charities Act 1993 ("the Act").

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

W. M. Teasdale
Lindisfarne
Gubeon Wood
Tranwell
Morpeth
Northumberland
NE61 2BH

30th January 2009

**MITFORD PAROCHIAL CHURCH COUNCIL
MOVEMENT OF FUNDS**

FUND	<i>As at 1st January 2008</i>	<i>Surplus (deficit) for year</i>	<i>As at 31st December 2008</i>
	£	£	£
General	18,337.61	642.89	18,980.50
Building	28,615.32	5,444.53	34,059.85
Heating	2,895.71	298.33	3,194.04
Churchyard	9,062.41	596.08	9,658.49
Mission and Charity	116.01	3,302.73	3,418.74
Special Event	374.00	(374.00)	NIL
Gallery	-	(8,139.48)	(8,139.48)
Total	<u>59,401.06</u>	<u>1,771.08</u>	<u>61,172.14</u>

STATEMENT OF ASSETS AND LIABILITIES

	<i>As at 1st January 2008</i>	<i>As at 31st December 2008</i>
Monetary Assets	£	£
CBF Deposit	26,854.98	25,631.52
Barclays Community Account	2,546.08	5,540.62
Investment*	30,000.00	30,000.00
Total	<u>59,401.06</u>	<u>61,172.14</u>

* 3,312.25 shares in CBF Investment Income shares purchased at 905.73p each on 22.06.04. Value at 31.12.08: £30,973.18

Other Assets :Stable room, computer, lawn mower

Liabilities : None

Notes to the Financial Statements

1. These financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
2. These financial statements do not include the two Trust funds administered by the Vicar and Churchwardens.
3. The Heating Fund (Restricted) was established to finance the new church heating system. Fees for special heating arrangements are credited to this fund.
4. The Churchyard Fund (Restricted) was opened in 1996 for the up keep of the Lowes and Leiper family graves. A further sum was added in 1999 from the Diocesan Society Trust Funds for churchyard maintenance. In 2004 a donation was received for the maintenance of the grave of John Blair. Fees for engraving of names on the churchyard wall are credited to this fund.
5. The Mission and Charity Fund and the Youth Fund have been established to illustrate the amount spent on these two aspects of our work and to indicate the specific receipts received.

6. The Special Events Fund was closed following the event during the year.
7. The deficit on the Gallery Fund will be liquidated by a transfer from the Building Fund in 2009.

GENERAL FUND

2007 £	Receipts	2008 £
27,481	Tax Efficient Planned Giving	30,977.64
7,944	Tax Refund	9,376.86
3,379	Other Planned Giving	3,455.06
5,002	Collections	5,066.13
230	General Donations	100.00
1,224	Magazine and Bookstall	1,315.00
295	Stable Room	150.00
1,422	Fees	2,057.00
829	Interest	860.73
125	VAT Refund	108.53
10,897	Specific Donations	10,994.00
58,828	Total	64,460.95
Payments		
2,570	Mission and Charity Fund	2,850.00
33,028	Share to Diocese	34,229.04
2,790	Vicar's Expenses	4,011.22
2,430	Vicarage	2,462.71
5,393	Heat, Light and Insurance	7,210.09
653	Church Maintenance	764.29
1,027	Service Upkeep	1,241.44
1,485	Churchyard	1,174.70
1,059	Magazine and Bookstall	1,004.10
1,313	Stable Room	1,192.07
2,523	Salaries	1,560.00
1,531	Youth Fund	2,572.82
1,957	Administration	1,683.30
-	Special items*	1,862.28
1,069	Excess receipts over payments	642.89
58,828	Total	64,460.95

* Marquee (loss) 253.33
 Drums 980.00
 Olive 284.03

Witt plaque
 Xmas tree 100.00

stand
 Gazebos 244.92
1862.2
8

BUILDING FUND	Receipts	£
	Lena Short Legacy	264.02
	Molly Young Legacy	8,000.00
	Family Trust Grant	12,266.00
	VAT Refund	1,348.21
	Interest	1,360.50
		<u>23,238.73</u>
	Payments	£
	Vestry improvements	4,187.84
	Window cleaning	6,908.33
Architects fees	1,175.00	
Electrical work	636.85	
Lectern	671.99	
Churchyard wall	4,214.19	
Excess receipts over payments	5,444.53	
	<u>23,238.73</u>	
HEATING FUND	Receipts	£
	Fees	159.50
	Interest	138.83
		<u>298.33</u>
CHURCHYARD FUND	Receipts	£
	Fees	236.00
	Interest	416.48
		<u>652.48</u>
	Payments	£
	Gravestone repairs	56.40
Excess receipts over payments	596.08	
	<u>652.48</u>	
YOUTH FUND	Receipts	£
	Tax Efficient Planned Giving	680.00
	Tax Refund	183.33
	Dickon Trust	1,000.00
	General Fund Transfer	2,572.82
		<u>4,436.15</u>
	Payments	£
	All Saints School	91.50
	Junior Church	405.70
Youth Groups	1,738.95	
Youth Worker	2,200.00	
	<u>4,436.15</u>	

MISSION AND CHARITY FUND

Receipts	£
General Fund Transfer	2,850.00
Tax Efficient Planned Giving	2,264.00
Tax Refund	1,161.77
Collections and Donations	2,763.42
Garden Fete	577.06
Concert	150.40
Coffee Morning	217.78
Other events	1,898.22
	<u>11,882.65</u>
Payments	£
West End Refugees	466.07
World Vision	105.40
Samaritans Purse	86.94
Child Vision	1,282.00
Plateau Perspectives	1,641.00
CMS	1,641.00
Castington Prison	447.44
Mustard Tree Trust	1,000.00
Wycliffe	333.32
New Hope	788.07
Mitford Community Centre	218.00
Children's Society	570.68
Excess Receipts over Payments	3,302.73
	<u>11,882.65</u>

GALLERY FUND

Receipts	£
Appeal	9,500.14
Janice Quinby collection	750.00
Family Trust	10,000.00
Foundation Trust	10,000.00
Donations	6,500.00
VAT Rebate	196.87
Tax Rebates	3,024.99
Excess Payments over Receipts	8,139.48
	<u>48,111.48</u>
Payments	£
Architect's Fees	5,386.20
Builders	33,325.20
Chairs	734.38
Ladder brackets	60.00
Sound & Projection	8,605.70
	<u>48,111.48</u>