

Oakwood Church Teams – Agreed by The Church Councils March 2014

Joint Church Council

Who

- St John's PCC
- Methodist Church Council

When Four times a year

Responsibilities

- Legal responsibilities of both Trustee bodies
- Oversight of all church activity
- Delegates to teams, and then receives reports
- Appoints people to represent Oakwood church to denominational and ecumenical bodies.

Leadership Team

Who

- Methodist Stewards
- Anglican Church Wardens
- Both Ministers

When 6 times a year

Responsibilities

- 'Execute the decisions of the Church Council'
- Oversee overall church life in between Church Councils, including dealing with e.g. response to 'crisis/disaster appeals'
- Responsible for public worship
- Prayerfully develop future plans
- Oversee communication of church's vision through e.g. seasonal publicity, broadcast, website, social media

Caring and Learning Team

Who

- Methodist Church Pastoral Committee (comprising chair, sec, and all 'pastoral visitors')
- St John's reps
- Chair – Methodist Minister/Priest-in-Charge
(has to be Methodist minister for Methodist membership business)
- Secretary – Margaret Dickinson

When Twice a year

Responsibilities

- Methodist Pastoral Committee Responsibilities
- In the coming year, reorganise pastoral list system to better suit united congregation:
Consider e.g. Chapel Allerton Methodist's reorganisation
Consider e.g. Organising contact groups to fit with house groups/ other regular groups
- Oversee work of Flower Team, especially who is providing flowers, and who is receiving them.
- Annually review Safeguarding Vulnerable Adults Policy
- Oversee life of house groups
- Oversee running of short course learning opportunities e.g. currently, Lent Courses, Bible Studies, Courses for people new to faith, Parenting Courses

Resources Team

[continue in current format]

Who

- Chair – Duncan Holden [RMC member]
- Secretary – Adrian Marshall
- RMC Treasurer – Paul Muncer/David Noble
- RMC Premises Manager – Margaret Burgess
- RMC Bookings Secretary – Linda Holden
- RMC Assistant Treasurer – Morris Smith
- St John's Treasurer – Eric Jones
- St John's Member – Peter Haddleton
- Methodist Minister & Anglican Priest in Charge

When

Twice annually, before CC

Responsibilities

- Oversee detail of finances for presentation to CC
- Authorise minor expenditure
- Oversee bookings issues
- Oversee premises management issues
- Develop proposals for major projects as necessary
- Appoint appropriate people to fulfil H&S requirements and carry out risk assessments
- Reports on all this to CC

Worship Team

Who

- Chair – Roger Richardson
- Secretary – Jeanette Shipley
- All involved in leading worship – Minsters, Local Preachers, Lay Readers, Worship Leaders
- Open invite to anyone who wants to discuss the worship of the church

When

Twice annually

Responsibilities

- Open forum for attitudes about worship, develops new ideas
- Co-ordinate dates for special services, and reports these to Leadership Team and Church Council
- Oversee ongoing development of worship – NB:
 - Sunday services
 - Music Group(s)
 - Choir
 - Midweek services
 - Messy Church

Children and Youth Team

Who

- Chair – Methodist Minister/ Priest in Charge
- Representatives of all church run groups which are taking care of children or young people
- Safeguarding Officer
- Invite one rep each from Guiding and Scouting

When Twice a year

Responsibilities

- Oversee work of church groups, NB:
 - Junior Church
 - Creches
 - Friday Nite Live
 - SYNC
- Develop vision and strategy for children and youth work – make connections with other ‘work with families’ e.g. Parenting Courses, Messy Church, Toddler Groups
- Oversee personnel – DBS checks, training etc
- Review Safeguarding Children Policies
- Send church reps to attend annual liaison meeting for Sponsored Uniformed Units and other church run children and young people’s groups.

Charity Giving Team

[continue in same way as previous Missions Team – but can’t be called ‘missions’ as conflicts with use of the word in Oakwood Church Covenant]

Who

- Chair – appointed by team?
- Secretary – Sue Noble
- RMC Assistant Treasurer – Morris Smith
- Reps connected to different charities

When

Twice annually

Responsibilities

- Co-ordinate fundraising and food/clothing collections to be sent to external charities
- Organise related fundraising events and specific appeals
- Receive accounts of fundraising for external charities, which are then presented to RMC treasurer/Joint Council
- Oversee Church Traidcraft activities

Community Team

Who

- Chair – David Donaldson
- Secretary – Jeanette Shipley
- All associated groups invited to send a representative as well as a report annually

When

Twice annually

Responsibilities

- Oversees all church-run open groups not covered by another team [NB not those related to worship, ‘learning’, Christian formation, taking care of children]. I.E. – Art, Dancing, Ladies Evening Club, Toddler groups, Gatherings at pubs, Nostalgia Group, Digital Age Group, Snooker and Bowls Groups, Luncheon Club
- A place to air concerns or ideas about any group
- Reports on this process to Church Council
- Oversee dates of social events – appoint *temporary* teams to run each one
- Ensure a *temporary* team is organising the Autumn Fayre [only event in the year to raise money for general Church funds]

Catering Team

Who

Volunteers appointed by the team

When

Annual meeting to review procedures and progress

Responsibilities

- Oversees use of the kitchen
- Organises and staffs church catering
- Ensures appropriate training is accessed
- Has a budget to supply kitchen
- Generates income through catering for funerals and other events