

Honiton Mission Community

Parishes of Awliscombe, Buckerell, Combe Raleigh, Gittisham and St Paul's and St Michael's, Honiton

Mission Action Plan - as at January 2010 - updated 19 January 2011

Task	What is currently happening	Improve/Expand	How we do this?	Resources required to achieve this	Which churches	How we will know we have achieved this?	Time limit
1. EVANGELISM & SPIRITUALITY							
To encourage members of the Community to further their faith and to reach out into our local communities. Through these contacts to encourage thought about Christian Faith and try to draw them towards a personal faith							
1a Offer excellent preparation and follow up to Baptism, Wedding and Funeral families and to train people in this lay ministry							
Follow up to Baptism	Anniversary of Baptism cards are sent out for the 1 st and 2 nd anniversary at St Paul's, and until child reaches school age at other churches	Improve/expand	Invite these members of the congregation to follow up Baptism with a visit where possible	set up time - Rector to consider Time and volunteers for visits	All churches	The visits will take place	Summer 2011
	Under 5s invited to Family Eucharist on Feast of Baptism of Christ	Maintain	Personal and general invitations	Time - once a year	Awliscombe	Families attend services and become known	Ongoing
Support for the bereaved (also at 2c)	Bereavement Group will meet monthly at St Paul's again from April 2011	Improve	Follow up a funeral by visiting the bereaved partner/family about six months after the funeral Review possible training	Training in Pastoral Care for visitors	All churches	Bereaved will attend Group held at St Paul's. All bereaved will have received follow up visit.	Spring 2011
1b Promote and nurture growth of congregations and communities by encouraging participation in the following							
House Group	Two groups meet twice a month - grown from one to two groups over last 18 mths	Continue with present set up	Two house groups in members homes - led by lay members	Books to help the Group leaders Support of leaders by clergy Share information by word of mouth	St Paul's	Groups will continue to meet, grow and split to make third group	review Jan 2012

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	One group meets monthly	Continue			Gittisham		ongoing
Advent and Lent Courses - done	Annual Lent Course	Explore possibility of Advent Course	Team Rector consider likely courses for next year		Awliscombe, Buckerell, Combe Raleigh and St Paul's	Advent course planned	Summer 2011
	Annual weekly Lent Group	Continue	Monthly House Group meet weekly during Lent		Gittisham		Spring 2011
	Ecumenical links with Methodist church. Lent groups	Consolidate	Forward planning at Churches Together meeting in Honiton		St Paul's and Honiton Methodist	Attendance by more than those who attend housegroups	Autumn 2011
Enquirers Courses	The Rector is considering possibility at Deanery level	Team Rector considering any appropriate material	Deanery level support	Leaders	All churches - not happening at present	More people will seek teaching	review Summer 2011
1c Continue to develop our links with local schools (including those in neighboring Deanery)							
Visits to the school	Awliscombe CoE Primary Weekly Assemblies, Termly Eucharist Team Vicar ex-officio Governor	Identify Foundation governors	Through PCC, Christian Review, personal contact (Revd A Sheath)	Anne Halse appointed Foundation Governor at Awliscombe Summer 2010	Awliscombe	When Foundation Govs outnumber other Govs (as per school constitution)	Ongoing
	Honiton Primary	Maintain and improve	Visit school and school visits to Church	Clergy and Children's Officer	St Paul's	Regular visits	Ongoing
	Littletown Primary	forge links with nursery and Year 6	continue visits and improve Y6 input	Children's Officer provide Year 6 Scripture Union course	St Paul's	Regular visits including nursery. Year 6 attend SU course	Ongoing
	Millwater School		Older children visit church and sing to MU	MU to liaise	St Paul's		Ongoing
	Honiton Community College	Carol Service	Rector build on last year's good experience	Rector meet College staff	All churches		Sept 2011
	Feniton Primary School	Identify Foundation	Through PCCs, Christian Review, personal	Volunteers. Gittisham Buckerell provide a Foundation Governor,	Buckerell & Gittisham	The community will know each other better	review Nov

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		Governors	contacts, Revd A Sheath & Canon R Saunders	PCC & church members occasionally attend functions			2012
	Feniton Primary School Carol Service	Maintain	Is hosted by churches in rotation		Buckerell & Gittisham	The community will know each other better	
	The King's School, Ottery St Mary	Maintain	visits	Volunteers	Buckerell & Gittisham	The community will know each other better	Ongoing
1d Continue to engage with teenagers							
	Friday Club	Improve links with leadership	Rebuild links with church	Leaders	Awliscombe		
1e Continue to work with Toddler Groups and Holiday Play schemes to reach out to young families and encourage more lay people to be involved in this ministry							
Thursday Toddlers	Weekly in term time. MU organise and serve drinks for the parents & carers and toddlers	Expand	Support and encourage current mums who run the group and look for others to assist	Present supporters and Children's Officer	St Paul's	The group will have more people to share leadership	Ongoing
'Little Otters' Toddler Group	Twice weekly during term time	Consolidate	Support current mums who run the group and look for others to assist, give continuity		Awliscombe	The group will have more to share leadership	Ongoing
'Little Treasures' Toddler Group	Meets daily in Village Hall and attends special services at Easter and Christmas	Maintain			Gittisham		Ongoing
Seasonal Special activities	Summer Club planning	Look for other opportunities	Through Children's Committee	Children's Officer planning and support from all congregations. Ensure advertising is across whole Mission Community	Open to all young people. Support from all churches	These activities will continue to take place	Ongoing
1f Provide opportunities for people to make contact with the church which do not focus on Christianity, but offer a relatively neutral opportunity to engage with us							
Honiton Garden Club - for all interested in gardening	Meets monthly. Church and non church members on	Continue	Include maintenance of the Town Flower bed		St Paul's	Garden Club members will attend Church	ongoing

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	committee		outside the church. Programme to include meetings in church and outings			activities and members of the congregation will attend Garden Club	
Craft Group	Meets weekly - presently making kneelers for church	Continue	Meet in village homes Fund raising activities for materials	Fund raising for materials	Gittisham	It will continue with other projects after kneelers completed	Ongoing
Craft Club - good	Meets on Friday mornings every two weeks. Has a 'spiritual' element in each meeting. Began 2007	Maintain			St Paul's		Ongoing
Quiet Craft Day - good	Meets twice a year at Upottery	Maintain	Twice a year have a 'Quiet Day' with spiritual input	Clergy input and venue	St Paul's	Group has met twice in year	Ongoing
Coffee mornings (also at 5a)	Twice a week - includes occasional Charity events	Improve	Promote next day services & cost of refreshments on small flier on tables - ask for help to get involved	URGENTLY - Extra helpers required - NOT PRESENTLY SUSTAINABLE WITHOUT MORE HELP	St Paul's	Attendees have better understanding of St Paul's specific charity	Review March 2011
Coffee morning with produce stalls (monthly)	This is the church's way of encouraging new residents to become part of their community	Continue	New residents are invited and encouraged. Play items provided for the children who come	Volunteers to organise and encourage participation and fellowship	Combe Raleigh Village Hall	The residents of the village know and care for each other	Ongoing
Fund raising events / concerts	Variety of events being held	Improve Facilities to attract more events	Expand alongside worship needs. Advertise more and introduce a "Welcome" from St Paul's	Time to market the product Improve facilities to meet needs of hirers	St Paul's, St Michaels and Mackarness Hall	Bookings increased - more involvement in community events	Ongoing
Open up facilities to local groups	Mackarness Hall, Crypt, Narthex and Chapel used by local groups	Improve facilities to meet hirers needs	Advertise what's available at venues	Finance, Time, ENTHUSIASM Individual skills. Advertising material to help market venues	St Paul's, St Michael's (Honiton) and Mackarness Hall	More people and local groups will use the facilities	Ongoing
Open up facilities to local groups	Church used but without facilities	Provide toilet & kitchen facilities		Commitment from people of time and financial support	Awliscombe	Open up facilities to local groups	Ongoing

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Be a focus within the community and an active Christian presence	Combined church/village activities and events	Continue/expand	Possibilities in 'Doug's Shed' once permission approved for use	Volunteers commitment of time to continue	Buckerell	Community more aware of Christianity	Ongoing
Forecourt used by charitable organisations	bookings being taken	continue / improve	learn from current bookings	Office staff interaction with bookings	St Paul's	improved links with users	Ongoing
2. PASTORAL CARE							
To provide care for people of all ages and be available to anyone in our Mission Community							
2a Appoint and train lay people to take on "Safeguarding" roles							
"Safeguarding Vulnerable Adults" nominated person	Appointed "Vulnerable Adults" nominated person for MC - Beverley Johnson	keep training up to date	Attend further Diocesan training	Support volunteer to continue with extra training if appropriate	All churches - publicise named person and nominated local reps		Ongoing
"Child Protection" nominated person	Appointed "Child Protection" named person - Doreen Chippington	keep training up to date	attend further Diocesan training as required	support volunteer to continue with extra training if appropriate	All churches - publicise named person and nominated local reps		Ongoing
Appoint "Vulnerable Adult" named person - other than a churchwarden	all parishes have named person but some are churchwardens	replace church wardens	keep asking for volunteers - show its not onerous	Awliscombe - Doreen Chippington St Paul's - Beverley Johnson Buckerell - Jenny Yallop Gittisham - Carol McCann Combe Raleigh - Margaret Williams	Awliscombe, Combe Raleigh, Gittisham	no churchwardens in this post	Ongoing
Appoint "Child Protection" named person - other than a churchwarden	all parishes have named person but some are churchwardens	replace church wardens	keep asking for volunteers - show its not onerous	Awliscombe - Doreen Chippington St Paul's - Lyn Thatcher Buckerell - Jenny Yallop Gittisham - Carol McCann Combe Raleigh - Margaret Williams	all except Buckerell	no churchwardens in this post	Ongoing
2b Train and nurture lay people to be involved in pastoral care							
Lay Pastoral Ministry	Informal	Maintain			Gittisham		Ongoing
Take the sacrament to people in their own homes	Licensed, trained, volunteers in place across MC	Expand in light of Team	Clergy to note all who request this		All	People taking sacrament at home	May 2011

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		Vicar's retirement					
2c Continue to extend ministry to the bereaved							
Support for the bereaved (also at 1a)	Bereavement Support Group again from April 2011	consider option of course - look for possible participants	Follow up a funeral by visiting the bereaved partner about 6 months after the funeral	Training in Pastoral Care for visitors. Find suitable course material	held at St Paul's - open to all churches	Needs being met	review May 2011
	Bereaved being cared for by church community	Maintain	Through personal knowledge and contacts	Church community giving time	Awliscombe, Buckerell and Combe Raleigh	Needs being met	Ongoing
2d Explore possibilities of ministering to those who have recently experiencing relationship breakdown							
Support for those experiencing relationship breakdown	No organised support group provided	Explore	Volunteer(s) find out what's available that could be offered in MC	Volunteer(s) from Mission Community	All churches	Way forward decided	Explore during 2011
2e Be more active in care for members of the church and wider community							
'Contact St Paul's'	Names in church service/ cards to those who are ill	Expand			St Paul's	More awareness of all church community	Ongoing
Training for Pastoral Care Visitors	Any available training is advertised	encourage attendance	Train people to visit those in need in their own homes	good, easily accessible training available	St Paul's, Honiton	pastoral care visits in place	April 2011
Support for individual homeless travelers	Provide tokens for hot food and clothes	Maintain	Clergy & appointed person give out tokens	Fundraising events held across the Team	All churches	Needs being met	Ongoing
Prayer Chain	Set up to pray for others	Maintain	Group meet monthly to update prayers needed	Volunteers time to meet	St Paul's	People praying for others	Ongoing
Recognition of birthdays	Currently listed weekly in Pew Leaflet	Maintain	Personally ask people for their birthday	PCC and other members of congregation to ask others	St Paul's and community		Rev Nov 2011
Social events	Various fund raising and social events	Expand	Be aware of current use of buildings and interests of congregation	Volunteer(s) to lead and organise	St Paul's	Increase in numbers taking part	Ongoing

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	Various fund raising and social events	Ongoing	Church community/ village community organise event	Volunteer(s) to lead and organise	Awliscombe	Increase in numbers taking part	Ongoing
	Various fund raising and social events	Ongoing	Church community/ village community organise event	Volunteer(s) to lead and organise	Buckerell	Increase in numbers taking part	Ongoing
	Various fund raising and social events	Ongoing	Church community/ village community organise event	Volunteer(s) to lead and organise	Combe Raleigh	Increase in numbers taking part	Ongoing
	Various fund raising and social events	Ongoing	Church community/ village community organise event	Volunteer(s) to lead and organise	Gittisham	Increase in numbers taking part	Ongoing
	Various fund raising and social events	Ongoing	Church community/ village community organise event	Volunteer(s) to lead and organise	All churches	Get to know other members of MC	Ongoing
2f Be more aware of support needed by clergy eg visits							
Support clergy in preparation/ information sessions	Clergy have preparation sessions for baptism and weddings, and times for school visits to church	Improve	Clergy to raise awareness with CWs so lay help can be enlisted	Communication of requirements Time from volunteers	All churches	More lay involvement	review May 2011
Support clergy in serving our residential and care homes	Clergy and laity regularly take eucharist services	Improve	Clergy to ask for assistance for more visits or taking eucharist out to homes	Communication of requirements	All churches	More lay involvement	review May 2011
3. WORSHIP							
To offer inspirational worship that meets the needs of the current congregation and newcomers, and ensure that all is rooted in worship and prayer							
3a Morning Prayer							
Morning Prayer is said	09:00 Monday – Saturday	Expand to	Advertise in each church,	All involved to encourage and	All churches	More will attend	

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	Transfiguration Chapel at St Paul's	include other MC and general public to attend	Christian Review, local newspaper. Spread by word of mouth Preach. Explanation of Morning Prayer.	enthuse others to join us. Produce a 'short form' for use at home		Morning Prayer People will use the service at home	
3b Offer Eucharist on different days in the Mission Community							
Eucharist is said	11:00 - Wednesday	Review community needs	Advertise as MC Services	Clergy	St Paul's	Attendance improved	May 2011
	10:00 - Thursday				St Michael's, Honiton		
	19:00 - Thursday				Awliscombe		
	09:30 - Friday				St Paul's		
Eucharist Services on Sundays	Different times and formats at different churches	improve/ expand	Review services times and needs, include different formats	Review resources - especially people	All churches	MC needs being met and people fully utilised	May 2011
Service of the Word / Matins is said	One Sunday per month				Awliscombe, Buckerell, Combe Raleigh & Gittisham		Ongoing
Ecumenical Services	Links within Honiton, monthly through the six summer months	Improve	Better communication. Prayer for Christian Unity	Time	All churches and Honiton churches	Members from congregation take part	Ongoing
Every parish has regular pattern of Sunday worship (some non Eucharist)	Regular worship times every Sunday in each parish	Maintain	with more lay involvement	Training for volunteers. Planning support from clergy	All churches	MC needs being met	Ongoing
3c Continue present pattern of worship and include opportunities to tell stories, and give testimonies							
Identify opportunities to tell stories	After Eight, All Age worship	Expand	Create recognized 'slots'	People are willing to share	St Paul's	Stories are shared	Ongoing
3d Continue to have a service in every Mission Community church every week, some lay led, some informal in style							
Lay led Service of the Word	Fourth Sunday of every month	maintain	Lay lead service	training and support for laity	Awliscombe		Ongoing

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3e Continue to develop pattern of Mission Community Services							
	Monthly Choral Evensong - fourth Sunday in month	Expand choir and events		Organist/choir leader willing to continue. Advertise across MC	All churches	Evensong choir numbers increased	Ongoing
	Special services		Eucharist for major feasts falling on a weekday, plus Advent Sunday Evening, Quarterly Healing Service	Offer lifts to congregation for these different venues	All churches		Ongoing
3f Develop music by pooling resources and expertise and use Diocesan resources to teach new music							
	Choir, Junior Choir, Organist, teenage musicians, learn new music	Expand	Request Diocesan support from Andrew Maries	Diocesan support - eg Andrew Maries	All churches		Review May 2011
	Awliscombe Singing Group				Awliscombe	Ongoing	
3g Train more lay people to participate in leading worship and in due course establish local worship leaders and teams							
Lay people involved	Servers Sidesmen Sacristan Intercessors Readers Chalice bearers	Expand	Personally invite people and give time for their training	Time from volunteers and time for training from clergy	All churches	Increased willingness and numbers in all areas	rev Nov 2011
3h Seek to offer worship specifically aimed at children and young families on a regular basis							
All Age Eucharist	First Sunday of month	Develop			Awliscombe & Combe Raleigh		
	Third Sunday of month	Develop			Buckerell		
	09:30 Third Sunday of month	Develop			St Paul's		
Sunday Celebration and Celebration + at St Paul's	Second & fourth Sundays 11:15 service - lay led and	Expand		Clergy to lead/support liturgy Child orientated literature	Open to All churches	New church attendees come regularly	Review Nov

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	involving adults and children						2011
Improve what is offered to young people within the church	All Age Eucharist (monthly)	Develop	Through supporting, encouraging and training volunteers	Time and energy - explore what's happening around the Team and train volunteers	Combe Raleigh	More young people attend and enjoy church	Review Nov 2011
Saints Alive	Meets on first Sunday at 09:30 in the Mackarness Hall	Explore development	consider new material/ encourage attendance through school links	volunteers and support from all including Diocesan Children's Adviser	Open to All churches	regular attendance from children and new children attending	Review Nov 2011
Occasional services at St Paul's - some Team Services	Christmas – Christingle, Crib Service, Nativity Procession, Lighting of the tree	Maintain and develop	Review at Children and Worship committees	Clergy and Children's Officer	Open to All churches	Events will be repeated due to popularity	
	Easter – Stations of the Cross, Easter garden, Easter egg hunt	Maintain and develop			All churches	Events will be repeated and grow due to popularity	
	Other – Harvest, Church Parade, Mothering Sunday	Maintain and develop	Clergy, Children's Officer and Children's Group Leaders liaise		All churches	Events will be repeated and grow due to popularity	
4. COMMUNICATION							
To improve communication between people and groups							
4a Create Mission Community website and keep Notice Boards up to date with good standard of information							
Website	St Paul's site being updated - also linked to Deanery website	Improve	volunteer's time - currently Charles Pegman	input from other parishes to improve those areas of website	All churches	Website up and running and being updated weekly with information from all churches. Information includes all leaflets	review Apr 2011
Google Calendar	Used by Office staff	Expand use to include key people	Give churchwardens access to calendar	Computer access and knowledge	All churches	Diary dates correct and available to all	Ongoing

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Notice Boards	Display weekly activities and main board	Improve	Calendar of "What's On" Large posters, small fliers	Computer knowledge and time	St Paul's	More people will attend the services and events	Ongoing
	Display weekly activities and main board		Posters		Awliscombe	Community aware of services and events	Ongoing
	Display weekly activities and main board		Posters		Buckerell	Community aware of services and events	Ongoing
	Display weekly activities and main board		Posters		Combe Raleigh	Community aware of services and events	Ongoing
	Display weekly activities and main board		Posters		Gittisham	Community aware of services and events	Ongoing
4b Written communications							
Contribute to weekly, monthly & quarterly publications	'What's on' article in Midweek Herald; item in Christian review, Pew leaflet	Maintain / expand to other publications	People responsible for articles in publications and aware of content. Contact Liz Tirard c/o St Paul's or email	Computer knowledge and information from church	All churches	Articles will appear in print	Ongoing
	Article in month Awliscombe & Weston Times				Awliscombe	Articles will appear in print	Ongoing
	Column from church in quarterly Buckerell Bugle				Buckerell	Articles will appear in print	Ongoing
	Article in bi-monthly 'Raleigh Rag'. Links with local paper				Combe Raleigh	Articles will appear in print	Ongoing
	Variety of local information in Gittisham Gazette				Gittisham	Articles will appear in print	Ongoing
Information leaflets (also at 5c)	Currently available to explain: Weddings, Baptisms, Funerals, Legacies, church and Narthex charges	Maintain and expand	Through leaflet, through PCC to support the work of the church	Computer knowledge, Time, writing skills	All churches	Information is being gained by those who require it	Ongoing

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5. INVOLVEMENT							
The giving of time, talents and financial support							
5a Giving of time							
Monthly Saturday Coffee Mornings	April to October - outside if weather suitable	Maintain			Gittisham		Ongoing
Open church	Open House Sub Committees of PCC Stewards for events	Improve and expand	PCC personally ask people to volunteer	More people involved	St Paul's	church will be open for public to use	
Drinks/biscuits at a variety of services and events	'Coffee' rotas		People sign up on rotas	Willingness and ability of people to 'sign up' and turn up	Awliscombe, Buckerell, Combe Raleigh and Gittisham	Refreshments always on offer to encourage fellowship	Ongoing
5b Giving of talents							
	Monthly Cake and Produce stall	Expand	Ask for cakes and produce	Volunteers to make cakes and grow produce	St Paul's	Monthly Cake & Produce Stall expands	Ongoing
	Bell ringers	Expand	MC bell ringers go to different churches		All churches	Bells rung regularly and skills shared	Ongoing
	Maintenance of property Flower arrangers Cleaners Specific Individual skills				All churches	Buildings clean & maintained and decorated with flowers	Ongoing
	Churchyard maintenance		Volunteers with paid specialist services as required	Volunteers and 'list' of suitable specialists	Awliscombe, Buckerell, Combe Raleigh and Gittisham	Churchyards tidy, safe and pleasant environment	Ongoing
5c Giving of financial support							
Monies received (also at 4b)	Donations Legacies Merchandise Gift Aid	Explore possibilities	Literature, sermons etc Articles to sell	Clergy / Diocese	All churches	St Paul's already complete and on display	Rev Nov 2011

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Overseas Missionary Outreach Giving	Giving at rate of £250/month	Maintain	From regular, one-off donations and fundraising activities	Congregation and general public donations	St Paul's	Continue giving to Overseas Missionaries	Ongoing
	Annual charitable donations	Maintain	From regular, one-off donations and fundraising activities	Congregation and general public donations	Awliscombe, Buckerell, Combe Raleigh & Gittisham	Continue giving	Ongoing
Occasional / one-off collections	As needed	Maintain	Clergy / churchwardens to discuss and plan	Plate, notices (both verbal and written - including electronic)	All churches	One-off collections happen as required	Ongoing
6. OUR ENVIRONMENT							
The care and nurture of our local and worldwide environment							
6a Reducing our Carbon Footprint							
Caring for Environment	Energy saving bulbs, etc	Expand			All churches		Ongoing
6b Promoting Fair Trade							
'Kingdom' issues	Fair Trade products	Expand	Promote Fair Trade fortnight		All churches		Ongoing

Will be regularly monitored at each meeting by the Team Council and thoroughly reviewed annually. Next review due in May 2011

Completed since last Annual Review (January 2010)

1a Support existing Baptism preparation	Families are invited to a MC Baptism Preparation meeting at St Paul's for an hour one evening	Improve	Actively invite interested members of the congregation to this meeting	Members from Congregation and their time	St Paul's	At least two members from congregations will help	completed Sept 2010
1a Support for Marriage Preparation	Marriage Preparation day run by clergy	Improve	Actively invite interested members to the preparation day Send a Wedding Anniversary card	Time – one day occasionally Extra help from established courses – FLAME, MU	All churches	All those being married within Mission Community will have taken part	completed SR Sept 2010
1c Visits to Schools	Manor House School		Team Rector visits and school visits to church		St Paul's	SCHOOL CLOSED	
5a Tuesday and Saturday Coffee Mornings (also at 1f)	Twice a week in Narthex	Improve	Update kitchen	Plan of kitchen Money	St Paul's	Kitchen will be more efficient & effective	done
5a Oct Offers small success - 3 offers of help and extra £105	Asks everyone for help -church & community		Curate preached; Item in paper, notice in Narthex	People to offer time/ talent/money	St Paul's	Positive offers of help	done
5c Stewardship Scheme	some 'blue' stewardship envelopes in use Stewardship leaflets	Improve	consider in each parish using information provided by James Hutchings	James Hutchings from Diocese attending meeting 21.4.10 for Mission Community	All churches	Higher percentage of giving is through stewardship scheme	done - useful learning