

Minutes 7th July 2026 7pm

Navigation Meeting - Sefton

Date:	7 th July 2026
Time:	7pm
Place:	St Lukes
Attendees:	Amanda Bruce (chair), Laura Pilgrim, Paul Beardwood, Helen Hunter, Laura Heywood, Jim Stewart
Apologies:	Louis Johnson, Karen Stark, Sue Green, Georgina Abram (minutes)

Prayer: Louis Johnson

	Who by	When by
Introductions and updates The team reviewed a standing agenda prepared by Amanda. Action: Laura P will share documents from previous cohorts that they have put together to share their principles, vision and governance to help inform how the team will put them together for CTROL. Cultivate resources and system access Jim has had issues accessing the cultivate website despite having access from Frank Hinds. Laura P has followed this up with Frank. Jim suggested escalating issues with IT systems to the IT providers. Mansys may need to be contacted with a collated list of the issues and the email addresses trying to access systems. Paul raised that this may be more easily resolved when a CTROL domain is bought for emails. Action: Georgina will contact the team and request them to share their IT issues then collate them to share with Mansys. Paul shared a promotional video on Cultivate. The team were enthusiastic about it but raised that it mentions a morning course which Sefton won't be running. Action: Laura P will raise this with Penny. Churchsuite updates Paul shared updates on Churchsuite: - A page has been made for buildings - Checklists added for admin	LP GA LP	

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- Booking forms for occasional offices shared with clergy 21 days before Changes can be edited based on the needs. Jim raised the need to have a GDPR lead when working with Churchsuite. Domain name The team continued to discuss the domain name. Action: Laura Pilgrim will enquire about which budget the money for this is taken from. Branding Laura P and Paul have discussed the need for a full, thorough branding process with a firm chosen together with the comms team who are working to gather quotes. This branding will consider the voice of the LSP through images, typography, colour etc. Andy on the comms team is a web designer and is eager to be involved in the process. He is leading on gathering quotes. The comms team has suggested having a wider CLT, nav team and comms team meeting to discuss the branding and vision of the LSP. The comms team will present the quotes and options back to the navigation team to continue. This process will begin formally in September once quotes have been reviewed. Joint service preparations Preparations are going well. Ravi will be doing a short talk, and Amanda will share scripture on the river of life. Laura P will prepare any printing required in advance of the service. Paul requested having a call out for more communications champions included in the service. There will also be a call for other change teams.	LP	
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The team discussed prepared two different lists of team information, one with contact details and one just with names of change team members and their churches, for GDPR.

Support services workshop

The SSOT workshop plans are going well. Emily will prepare her own printing etc. in advance, with support from Georgina.

Everybody across the LSP is invited to attend, both those with specific skills that they feel will be relevant to the team, or those who are interested in knowing how it works but don't want to be directly involved.

Buildings

Craig will be attending next week's meeting to share progress from the first building team meeting.

Churchwardens

Action: Georgina will contact Helen and request for her to attend nav team on July 21st or 28th.

Navigation team

Amanda encouraged the team to think about if they are best placed in the navigation team, if they think other change teams have arisen that they're more suited for, if their capacity has changed and is there anyone they could recommend joining the team to fill skills gaps.

The team will need to complete safer recruitment steps: signing a confidential declaration form and competing basic and foundation safeguarding training. If they have completed this training for other roles, they will have to share the dates and certificates with Laura P.

This training can be done online. **Action:** Laura P will share a link to complete this.

Future meetings:

All meetings in July are at 7pm.

GA

LP

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There will be limited meetings in August to account for capacity but allow for guiding principles to be discussed still.		
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Workplan Review

Outstanding priorities are guiding principles and deanery plan. Laura P suggested the team take some time to go through the workplan to review what they can do now and prioritise to help processes that are being done by others.

Scripture discussed:

Next meeting: July 7th St Lukes 7pm