

# ST MARY'S SCOTTISH EPISCOPAL CHURCH NEWPORT-on-TAY



## MISSION ACTION PLAN SEPTEMBER 2015



# St Mary's, Newport-on-Tay – Mission Action Plan

Scottish Charity 003380

Vestry has reviewed the Mission Action Plan twice since it was signed off 14th April 2013.

The Review dates were January - February 2014, and Revised April 2015

and Mark 5 was created and included in May 2015.

**Mark 5 - Rooted in Prayer, Word and Sacrament: experiencing God and God's will for us.**

**Mark 8 – Serve the community in practical ways: reaching out to others, especially those in need**

For the original of this page please see the end of the MAP - where the first four pages have been moved.

It was originally agreed to have a Congregational Review in the Summer of 2016.

This will depend on the Mission focus of the Diocese in general, and the situation at St Mary's in particular.

This is still a “living document” that may have to be changed during the course of the interregnum, especially if it proves long.

It has been decided by Vestry that the MAP, together with a new Charge Profile, will be used

to demonstrate to possible candidates for the incumbency

that St Mary's is thriving and wishes to move forward spiritually and in mission and outreach

under the continuing guidance of the Holy Spirit.

Prayer will be a strong focus to ensure that the Church remains faithful whilst it strives to experience God's will for the future.

**Prayer**

**Gracious Spirit, Holy Wisdom**

**Guard and guide us**

**Help us to live in faith,**

**hope and trust**




**To listen, to act and to**



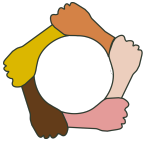
**Glorify God's Holy Name**



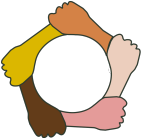
**Through Christ our Lord**

**Amen**



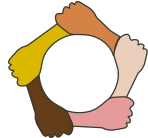
## MARK 5 – Rooted in Prayer, Word and Sacrament: Experiencing God and God’s will for us.

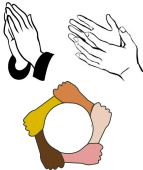


NB. In the column growth –  indicates growth towards God;  growth towards the world and community beyond,  growth in fellowship and support as a church community.



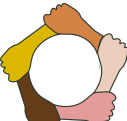

Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
5.1 Seasonal Worship - Great Festivals				
Christmas: Carol Service on Advent IV Crib Service or Christingle Midnight Eucharist & Blessing of Crib Christmas Day all-age type service (Eucharistic)		Rector or Priest-in-Charge	Ongoing	Christmas Crib at the back of the church by the font. The Wisemen are placed at the side of the church - waiting to arrive at Epiphany.
Epiphany All-age Eucharist		with Organist ad hoc Choir Sidesperson Congregation		Children (or adult) take the Wisemen to the Crib and remove the shepherds.
Purification/Candlemas All-age Eucharist		Altar Guild Flower Team		Everyone has a lighted candle during the reading of the Gospel. Children to be involved.
Lent, Holy Week and Easter Ash Wednesday Eucharist and imposition of ashes. Lent I - Litany sung at beginning of service.		Cantor		Palm crosses returned a few weeks before Ash Wed. to be burnt to create ash
Palm Sunday Procession with palms				Procession from Hall to Church singing All Glory Laud and Honour



Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
<p>Maundy Thursday Eucharist in the evening</p> <p>Good Friday Liturgy</p> <p>Holy Saturday</p> <p>Easter Day - Vigil</p>	                    	<p>Rector or Priest-in-Charge</p> <p>with Organist ad hoc Choir</p> <p>Sidesperson</p> <p>Congregation</p> <p>Altar Guild</p> <p>Flower team</p>	<p>Ongoing</p>	<p>Washing feet Procession to Altar of Repose Stripping of Altar whilst psalm 22 is read</p> <p>Altar of repose. silent prayer between 12 noon and 1.30 p.m Liturgy with address 1.30 to 3 p.m</p> <p>Morning Prayer 9 am - usually just Rector - preparation of Church for Easter Day.</p> <p>Service has taken place at usual time of 10.45 as people find it difficult to come at Midnight or before dawn. Lighting of New Fire, Paschal Candle. Candles of congregation lit. Exultet said 4 OT readings with one verse of hymn and a prayer in between each lesson. Candles for congregation lit again for Gospel Renewal of Baptismal promises and sprinkling of Holy Water. Blessing of Easter Garden</p>



Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
Pentecost		Rector or Priest-in-Charge	Ongoing	Re-dedication of ourselves to worship and service
Trinity Sunday		with Organist ad hoc Choir Sidesperson Congregation		Appropriate hymns
Rogation and Harvest Festivals				Blessing of crops and thanksgiving for harvest. Invite Farmers. Harvest produce to Homeless centre in Dundee, donations to Water Aid.
Transfiguration of Our Lord				Nearest Sunday after 6 August
Patronal Festival		Altar Guild		Nearest Sunday after 15 August
Michaelmas		Flower team		Link with Harvest or keep Sunday after 29 September
All Saints Sunday - all age Eucharist				Solemn reading of names of departed written on list previously left out for congregation. Read slowly after post communion prayer and before the Blessing (in lieu of All Souls Day). List placed on Altar.
Remembrance Sunday				Appropriate hymns. Ecumenical Service at the War Memorial at 12 noon.




Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
<p>5.2 Occasional Worship</p> <p>a) Encourage attendance at other services for special occasions - Eucharist on Red Letter Saints days during the week.</p> <p>b) Choral Evensong - 2 to 3 times a year</p> <p>c) Tenebrae - Lent</p> <p>d) Taize</p>		<p>Rector or Priest-in-Charge</p> <p>with Organist etc</p>	<p>Ongoing</p>	<p>Taize did not bring in non-congregation members. Choral Evensong and Tenebrae has at times.</p>
<p>5.3 Ecumenical Worship</p> <p>World Day of Prayer</p> <p>Good Friday evening service</p> <p>Remembrance Sunday</p>		<p>Clergy</p>	<p>Cyclical</p>	<p>World Day of Prayer in March</p> <p>Good Friday Service</p> <p>- these 2 rotate through the Churches of Newport, Wormit, Gauldry, Balmerino, RC church. In 2015 both in St Mary's.</p> <p>Remembrance Day Service at War Memorial</p>
<p>5.4 Services in Community</p> <p>St Serf's Care Home</p> <p>Other Care Homes (Riverview, Craighead, Leng Day Care)</p> <p>The Granary</p>		<p>Rector or Priest-in-Charge</p> <p>ad hoc choir</p>	<p>On going</p>	<p>Eucharist every other week (alternating with worship given by Minister of Newport Parish)</p> <p>Hymn singing once a month. ad hoc choir joins in to sing at a Carol Service and Harvest Festival and sometimes Easter.</p> <p>Services have taken place at the Granary but no-one wants one at present.</p>








Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
<p>5.5 Eucharistic Music Settings</p> <p>Advent and Lent</p> <p>Remainder of the Year</p> <p>Peruvian Gloria Ash Grove Gloria Westering Home Gloria</p>	  	<p>Rector or Priest in Charge</p> <p>Organist Cantor</p>	<p>Ongoing</p>	<p>Owen Franklin setting. Gloria omitted. Kyries introduced following confession and before absolution.</p> <p>Evans setting for the rest of the year</p> <p>Peruvian Gloria sung during Festivals and on Festal occasions Other two versions adopted 2015 replacing the previously used Evans gloria.</p>
<p>5.6 Spiritual Growth</p> <p>Study groups</p> <p>Pilgrimage/Retreat</p>		<p>Rector or Priest in Charge</p>	<p>Ongoing</p>	<p>During Lent weekly Rest of year fortnightly on Friday afternoon. Thursday evening Lent Group in previous few years. Not in 2015 as lack of response</p> <p>2014 Iona 2015 Alnmouth Friary 2016 Iona already booked</p>
<p>5.7 Children</p> <p>Ensure that children, when present, are encouraged during the Ministry of the Word to engage with activities at the back of the church, to help with the offertory and be with their family for the Eucharistic Prayer.</p>		<p>Rector or Priest-in-Charge</p> <p>Sacristan/ Sidesperson Congregation</p>	<p>Ongoing</p>	<p>There are about 5 children who attend on and off with parents or grandparents. All the children are under 11. Four receive communion. There is hope of more joining and perhaps to be encouraged to train as Servers.</p>







Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
<p>5.8 Ad Hoc services/prayer</p> <p>a) Weddings</p> <p>b) Funerals/Memorial Services/Burial of ashes</p> <p>c) Service offered (e.g Eucharist) to mark a special occasion or bereavement.</p> <p>d) Intercessory prayer/silent prayer - especially in event of disasters or special needs.</p> <p>e) Special prayer in leaflet &amp; maintained throughout interregnum for the future ministry of the Church.</p>		<p>Rector or Priest-in-Charge</p> <p>Vestry Secretary or interim priest</p>	<p>On going</p>	<p>In the event of the interregnum or annual leave of Rector it may be necessary for the Vestry Secretary to arrange for these occasional Offices to be carried out.</p> <p>Praying for all to have a right judgement in all things.</p>
<p>5.9 Support team to aid worship</p> <p>a) Encourage people to become Servers - especially encouraging children and training them.</p> <p>b) Lead Sacristan to co-ordinate liturgical colour changes, clean altar linen, sanctuary lamp always alight</p>		<p>Janet Rule - Sacristan</p> <p>with all members of Altar Guild</p> <p>Flower Arrangers</p>	<p>Ongoing</p>	<p>Replace lace linen with plain for Advent and Lent.</p> <p>Change all linen for Christmas and Easter. Otherwise as and when needed.</p> <p>Clean up dripped wax with brown paper and hot iron.</p>












## MARK 8 – Serve the community in practical ways: reaching out to others, especially those in need






NB. In the column growth –  indicates growth towards God;  growth towards the world and community beyond,  growth in fellowship and support as a church community.

Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
8.1 Continue to strengthen links with mission organisations such as Scottish Episcopal Church Mission Association (SECMA), Christian Aid, and the Raphael Centre and Holy Cross Monastery Primary School in Grahamstown, South Africa.	 	Rector Doreen Williamson Betty Evans Church community	Ongoing	Church would like to keep the link with the two South African projects after the Rector has left. There is also a link with Raphael Centre and Holy Cross School through the Newport Knitting Group which is ecumenical.
8.2 Food basket for food distribution in Dundee - Trussell Trust.		Celia Wilkie	Ongoing	This continues with the food going to the Trussell Trust in Dundee
8.3 Toys presented at the Crib Service to Aberlour Children's Trust, Dundee.			Christmas Annually	
8.4 Special collections: Lent - Bishop's Lent appeal; Harvest to WaterAid; Christmas to Shelter Scotland.		Treasurer/Rector	Annually	And/or other charities
8.5 Continue to try to build links with the primary schools		Rector	Ongoing	This has proved difficult as the schools have a busy programme and also the C of S Minister has a strong link with the schools.
8.6 Create a list of willing drivers to help elderly and disabled people to get to church services and events.	 		As required	

Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
8.7 Continue to be aware of people with dementia and special needs.		Rector PVG Officer Congregation		Craighead has consistently proved to be a difficult place to take hymn singing as the staff often forget and lack enthusiasm.
8.8 It is hoped to keep the contact and outreach to the Care Homes in Newport (St Serf's, Riverview, Craighead and Leng Day Care)		Rector ad hoc Choir	Ongoing	At present it is said that the Rector is the only Minister from Newport who regularly visits all the Care Homes and has hymn singing sessions with the residents once a month.
8.9 Congregation encouraged to become and remain eco-friendly as far as possible, and monitor that Church and Hall recycling is kept to a good standard. Also to continue to use Fair Trade products.	 	All members of the congregation	Ongoing	
8.10 Endeavour to attend Community Council meetings and also to report back any issues or potential areas of involvement to Vestry.		Rector or Representative	Ongoing	Rector has attended occasionally - and this might be something a future Priest could be interested in doing. The Gauldry in 2015 started a Community Council
8.11 Continue to make good contact with the local trading community, offering the Hall for village use when the shop keepers hold winter and summer fairs and other events.		Rector Vestry	Ongoing	The shop keepers used the Hall for Santa's grotto in 2014 and for the Midsummer Fair in 2015. Request again for 2015 Santa's Grotto. Contact person Gordon Logan, Newport Traders Assc. <a href="mailto:ask@stepin-newport.co.uk">ask@stepin-newport.co.uk</a>

Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
8.12 Work on fund raising and aim to put in disability access - wheel chair lift from Blyth Street - draft plans available.		Vestry	Spring 2016	
8.13 Continue to encourage ecumenical activities - e.g World Day of Prayer and Good Friday service.  8.14 Participate in Fife Open Doors Scheme when invited by them.	 	Rector Vestry  Vestry Secretary	Ongoing	WDP and the evening Good Friday Services are rotated through the churches of Newport/Wormit and Balmerino. See under Mark 5
8.15 Maintain Open Church policy from Easter to All Saints and at the weekends in the winter.  8.16 Advertise special Services and Church events with posters, also church website and community website.	 	Vestry Secretary	Ongoing	Rota to be re-organised each year.  Church notice boards, Manna, Library, Gauldry notice board, other churches in Newport. District News in Fife Herald (free)
8.17 Maintain website  8.18 Telephone circle	 	Jean McGuinness Betty Evans  Frank Smith		Keep updated <a href="http://www.stmaryschurchnewportontay.org">http://www.stmaryschurchnewportontay.org</a>
8.19 Ensure the Church congregational roll is kept up to date.		Rector	Ongoing	Vestry Secretary to take over this task during interregnum.
8.20 Continue with Church magazine and establish a group of editors/article gatherers to share responsibility.		Rector Jean McGuinness & congregation	From October 2015	



Our Actions in Mission (AiMs)	Growth	Lead	By When	Comments
8.21 Occasionally publish an article in the magazine about the range of lay ministries in the church (including servers, cleaners, linen, music, coffee, readers, intercessors) highlighting any vacancies	 	Rector Vestry Secretary Lay Representative	Ongoing and as and when needed	
8.22 Organise, at least once a year, a social event for whole congregation.		Rector Vestry Lay Representative	Ongoing	Continue meals at Brig o Tay. Previous occasions have been Shrove Tuesday, Midsummer, Harvest.
8.23 Vestry to discuss CTN as an item on the agenda, with reviews of MAP at least every 6 months		Vestry	Ongoing	Next review January 2016
8.24 Work on Charge Profile once the Bishop has indicated when the Church may start considering seeking a Priest.		Interim Priest if one appointed. Vestry	Ongoing	A lot will depend when the Rectory and future housing question is resolved.



# MISSION ACTION PLAN

The following pages  
have been taken  
from the original version  
of the MAP

The Church Vestry



# ST MARY'S SCOTTISH EPISCOPAL CHURCH NEWPORT-on-TAY

MAP Reviewed  
Spring 2014



MAP Revised  
Spring 2015

Mark 9 merged with Mark 8



MISSION ACTION  
PLAN  
APRIL 2013  
Original Cover



# St Mary's, Newport-on-Tay – Mission Action Plan

Scottish Charity 003380

After reviewing congregational life and seeking to determine community needs, a workshop with the congregation was held at Newport on 17th November 2012.

At this meeting it was agreed that two Marks of Mission should be our priority in the next three years.

**Mark 8 – Serve the community in practical ways: reaching out to others, especially those in need**

**Mark 9 - Ready to Seek Growth and Cast the Net**

The Mission Planning Group (MPG) first met prior to the Workshop in November and then with the CTN facilitators on 9th January 2013 to gather ideas. The MPG met again to shape the Mission Action Plan (MAP), which was considered by the Vestry on 23rd February and then by congregation on 10th March. Final approval was given by Vestry at a special meeting on 4th April 2013.

This is a “living document” that may have to be changed after the Rector retires in 2014, when we face the challenge inherent in the subsequent interregnum. Hence in January 2014 a review will begin of some of the Rector's work in order to find and encourage members of the congregation to carry this forward wherever possible. [\[The Rector's Incumbency was extended by the Bishop to September 2015\]](#)

The MAP, together with a new Charge Profile, will be used to demonstrate to possible candidates for the incumbency that St Mary's is thriving and wishes to move forward spiritually and in mission and outreach under the continuing guidance of the Holy Spirit.

## Prayer

Gracious Spirit, Holy Wisdom

Guard and guide us

Help us to live in faith,  
hope and trust

To listen, to act and to  
Glorify God's Holy Name  
Through Christ our Lord  
Amen

Approved by the Vestry:  
4 April 2013

Congregational Launch with Bishop:  
14 April 2013



Vestry Chair (Rector).....*De Haan*.....

Lay Representative ..*J. A. Reijnen*.....

Vestry Review: Six-monthly  
Congregational Review: Summer 2016



# MISSION ACTION PLAN

Reviewed  
January - February 2014  
&  
Revised April 2015

Mark 5 created May 2015

## CANON 62

The Rector was due to retire at the end of January 2015.

Following a request from Vestry  
the Bishop gave permission for her  
to continue for a further period of time and  
is now due to retire 10th September 2015.

