



## Planning Group Agenda

### Fourth Planning Group Meeting

- 1 **Opening prayer.**
- 2 **Feedback** from PCC and modification of draft case statement.  
*Reactions from individuals can be very defensive when talking about money – do not be despondent if it has not gone well.*
- 3 **Review of any consultation discussions on the case statement.**
- 4 **Communication:**
  - a) Presentation of draft letters.
  - b) Review of the draft brochure.
  - c) Review of the response forms.
  - d) Magazine articles and newsletters agreed/arranged.
- 5 **Programme design:**  
*Each member outlines progress and issues from their section.*
  - **Preaching and teaching:**  
Update on the preaching programme including arrangements for presentations, visiting speakers and all age material. Special reference should be made to arrangements for children and young people.
  - **Prayer:**  
Review patterns of prayer for the programme; distribute prayer resources for Planning Group and PCC/DCC such as prayer cards, bookmarks, etc.
  - **Interaction:**
    - a) If using parish visiting; potential visitors approached and training arranged. Lists and packs for visitors to be compiled.
    - b) If using existing small groups; check arrangements for existing group leaders to be briefed in regard to materials and case statements. If establishing new groups, arrange for briefing and invitations.
    - c) Review arrangements for any social events.
  - **Leadership:**  
Ensure that a discussion of the Leadership paper is tabled on the PCC/DCC agenda at the meeting *prior to the launch of the programme*. (A decision will need to be made about an early PCC/DCC response to the programme, if not already made during the dedicated PCC/DCC meeting.)
- 6 **Go through the planning checklist.**
- 7 **Confirm date, time and venue of next meeting.**
- 8 **Closing prayer**