

# THIRD ORDER



*news*

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Issue 57

March 2016

## **SUMMARY POINTS FROM PROVINCIAL CHAPTER – 11-13 FEBRUARY 2016**

We were joined by the Minister General Ken Norian and two invited Area Ministers, Angela Tuck from Guildford and Jenny Cheesbrough from Scotland.

The Link Tertiaries met on the Thursday afternoon to discuss their reports and to bring a résumé to the full Chapter, which met together at evening prayer before dinner and then our first full session.

The main item to come before Chapter from the Link Tertiaries was the issue of local group and area boundaries. Because many of us move around the best groupings and geographical areas can change dramatically, and it was decided that the best way to solve this is to leave it to Area Teams within a Cluster, and perhaps to look across Cluster boundaries as well. The naming of Local Groups and even Areas is as always a decision best made by those who are there.

We also looked at feedback from Area Ministers annual reports to identify common issues with a view to helping them to work through them.

Friday morning after Morning Prayer (and breakfast) saw the ratification of names for Profession of which there were eighteen across the UK and two from Sweden. This is always a joyful time in Chapter and we follow this session with prayer for those being Professed.

Then the agonising issue of those who wish to be released from vows of which there were 10. This is not decided upon lightly, but if the Area Team has done their work well we generally agree with them.

Sometimes we ask that the Tertiary is perhaps given Leave of Absence so that there is a time of reflection, or the Area Team will ask for this.

There is some confusion about the Area Team Handbook (a red A4 folder) with some members of Area Teams saying that they didn't know one existed. It has lots of very useful information about what is expected of Area officers and lots more. It is about to be rewritten and some extra sections added including one about disability, but it is also available on the TSSF website. Chapter would appreciate any feedback, improvements or corrections about the Area Team Handbook as we look to update it.

A group has been set up to work on an 'Induction Pack' to help with the handover between office holders at Area and Chapter level.

A working group is also being set up to develop an Assisi booklet on 'Ageing', as it is very apparent that many of our members struggle with their rule as they get older.

Some Areas have indicated that they want to be more active in doing practical things, and it was agreed that this could be a very good way of displaying our Franciscan principles, but to make sure that it was clear that it was only a local initiative.

A paper entitled 'Becoming a Novice Guardian' has been produced and was presented to Chapter for ratification. This was agreed and those of you who have perhaps been asked to be Novice Guardians will see this paper shortly.

On Friday evening we spent some time in discussion about how to manage large projects. This was chaired by our Minister General and was a very useful exercise for all of us on Chapter.

Saturday morning was time for Financial matters, looking at the past year and looking forward to budgets for next year.

There are to be meetings of Area Treasurers to discuss common problems and to find the best way forward on a number of issues.

Br Johannes, a friar from Belgium who was living with SSF for a while has contacted our Minister Provincial about setting up a 'temporary' Franciscan house in the 'Jungle' in Calais. Two First Order brothers are going to visit the 'Jungle' to see how they can help. (See recent photo on Facebook) A Tertiary from the Guildford Area will be visiting with the Diocese and when we get some feedback we will send some financial assistance for a specific project up to an agreed amount.

We developed Chapter's Annual Review to the Province, and we spent some time talking about 'Forming Franciscan Community' which is what the Order is about.

We heard back from the General Chapter Planning group with details about how it was progressing and ratified the appointment of the Very Reverend Nicholas Henshall, Dean of Chelmsford as the facilitator for the convocation.

Our last item was a discussion about Safeguarding which we all have to take very seriously these days. Our Safeguarding Lead Officer has made links with Chelmsford Diocese (our Provincial Bishop, Stephen Cottrell is Bishop of Chelmsford) and we agreed on a paper presented to us about safeguarding procedures and the role of a Safeguarding Officer for the Province. We hope to advertise for, and appoint a safeguarding officer in the near future.

Following a final Eucharist and lunch we departed to all points of the compass and home.

*Chris Jenkins*

## **ELECTION TO PROFESSION**

The election to Profession by their Areas of 5 Novices was ratified by TSSF Provincial Chapter after prayerful consideration in October 2015.

Kevin Terry	Sussex
Gill Simms	Mercia
Rev. Megan Daffern	Oxford
Rev. Paul Burkitt	Yorks. North & East
Paul Atkins	Ireland

The election to Profession by their Areas of 20 Novices was ratified by TSSF Provincial Chapter after prayerful consideration in February 2016.

Barbara Read	London & Essex South
Pordou Osanna	London & Essex South
Rebecca Abbott	London West
Colin Cox	Sussex
Dr Richard Mann	Wessex
Ben Davies	Blackmore Vale
Eric Austen	Blackmore Vale
John Deaken	West Midlands
Glenys Lucas	West Midlands
Rev Philip Averay	Severn
Rev Anne Faulkner	Severn
Christopher McLeod	Oxford
David Spencer	Oxford
Sharon Andrews	Nottinghamshire
Susan Blake	Lincoln
Michael Thompson	Durham
Leon Rogers	Durham
Dorothea Skelton-Foord	Durham
Catarina Olson	Sweden
Oystein Bakkevig	Sweden

**Provincial Annual Review 2015/16**  
**Third Order of the Society of St Francis**  
**(European Province)**

This is the first-ever annual review of the Province. We ask the Area Ministers and their teams to report yearly to Chapter, so it seems only right that Chapter should say what we have been doing and how we have responded to what you have told us. Please let us know how you find it. If you would like to follow anything up, do contact your Link Tertiary.

To promote inclusivity and openness, we now invite one or two 'guest Area Ministers' to share in Chapter meetings which has proved to be enormously valuable to both Chapter and visitors alike – if your Area would like an invitation, please let your Link Tertiary know.

**Review of life around the Province**

Areas have indicated that they would like clarification on what form the Area Minister's report to their Link Tertiaries should take. Soundings are being taken and guidance will be given after June's Chapter, possibly including some 'core questions' to help standardise reports. AFGs, who are well placed to assess the value of the annual report format, will forward their reports to PFG.

Local group sizes and Area boundaries were causes for concern in some Clusters. After discussion, it was decided that Area Teams were best placed to judge whether it was better for neighbouring Areas and small groups within a Cluster to adjust their boundaries, so as to balance (or even absorb) small groups, and make travelling to meetings easier, as well as providing more tertiaries in a group to undertake team roles. Chapter wants to encourage Area Teams, where appropriate, to use their authority to manage their own affairs.

It was clear that some Area Teams are not aware of the content of the Area Team Handbook (ATH), or its content has been forgotten. Copies should be passed on to incoming Area Team Members. The ATH is available on the TSSF Web-site and in the process of being updated. Guidance has been developed to address problems which are common to Areas (such as absent tertiaries). It explains how to use existing policy, such as the 'four marks of profession'; these will be

added to the ATH. You are invited to suggest improvements to the ATH as it is being revised.

A welcome/induction pack is to be compiled for new Area Team members and also for Chapter members, to help them understand better their role, and also assist in succession planning of one team member to another.

A leaflet on disability will go into the ATH shortly. The Novice training material produced last year by the Provincial Novice Guardian and the Formation Team, 'Guidance to Novice Guardians' was added to by a paper entitled 'Becoming a Novice Guardian' which was approved at the February 2016 Chapter. It is hoped that the new material for Postulants, produced last year, together with the guidance for NGs will help aspirants and postulants to discern their Franciscan vocation. All this new material will be reviewed at the end of the year.

Comment has been received on the large amount of information provided by Chapter. This is recognised as a challenge and so steps are being considered to prioritise information that is provided. This might take the form of a 'traffic light system', such as identifying those things that tertiaries must do; things they need to know and, lastly, things they may be interested in.

The new film *Finding Saint Francis* had its premier showing in London in November 2015 at the National film Theatre. It is accompanied by a booklet of stories and reflections, available as a free 'download' and could be used for Lent groups or formation training. DVDs can be obtained on a sale or return basis for Area Days.

**Report of Chapter for 2015**

In this section we report on how Provincial Chapter has been seeking to address the issues which Areas raised over the last year, or which were identified as being common across several Areas.

Several Areas reported difficulties finding office holders last year, and asked for training for those who were in post, particularly local group convenors. November's 'Forming Franciscan Communities' day in London was organised to begin meeting these needs. Similar events are now being planned in other

Areas. In the past Novice material did not alert them to the commitments involved in profession. The Provincial Novice Guardian with the Formation team therefore developed notes for aspirants and postulants, and the guidance for Novice Guardians was updated and simplified.

Some areas also reported a shortage of Spiritual Directors, so a second introductory weekend on accompaniment was held at Alnmouth in September.

Areas clearly recognise the blessing our older members bring, but can find it a challenge to keep in touch with those who are infirm. We plan to publish an Assisi booklet exploring the gifts and challenges of age, for individuals and the wider Order. It is said that our membership is ageing, but currently we have no details because we do not have information on our Tertiaries' ages. Chapter is seeking to build an age profile (using anonymous data) so that we can plan for change.

At the other end of the spectrum, some Areas have commented on the relatively small number of younger Tertiaries. Are we offering what younger adults need? An inter-provincial working group, including some of our own younger Tertiaries, is going to explore such questions. Chapter will also consider, with an open mind, the suggestion that people who are interested in the Order but not (yet) seeking the full commitment of profession, could become 'companions' or 'associates'.

During the year a number of Areas have had to address difficult safeguarding cases. There have been convictions of Tertiaries for sexual offences, though none involving the Order. These have been worrying and upsetting. We have now agreed that we can call on expert advice from Chelmsford Diocese's safeguarding team. We also aim to identify and recruit specialist help in the Province and we plan to develop support procedures which Areas can call on.

### Emerging priorities for Chapter

Plans have been made for the 2017 General Chapter convocation and announced on the website and in a letter to Area Ministers. We look forward to listening to your hopes for the Order and where God may be calling us. Meanwhile in response to the matters Areas

raised most recently, and other issues on its plate, during 2016/17 Chapter will seek to:

- Develop a welcome and induction package for new Area Team members and Provincial Chapter post-holders;
- Raise awareness of the information available to help Area teams, including the Area Team Handbook and content.
- Produce the Assisi booklet on Ageing.
- Encourage Areas to participate in their 'formation', recognising discretion and creativity at their own Area level.
- Develop communications between Area Treasurers, the Provincial Treasurer and the Finance sub- Group to assist with and standardise financial management methods across the Province.

### Financial summary

Some very positive developments for TSSF finances have been made this last year. A review of our finance arrangements completed in early 2015 and priorities were agreed to improve our ways of doing business in the Province. It was decided to form a 'Finance Sub-Group', to support the Provincial Treasurer, and a new accounting software system was also selected, acquired, and set up. This allows better reporting and analysis, as well as allowing us to process our own Gift Aid claims to HMRC, which saves the Province money. The finance team have also set about developing our assistance to Area Treasurers and increasing our Gift Aid recovery. This will be helped by consulting Area Treasurers and we hope to convene two meetings, one in the North and one South, in the spring of 2016. This will help us manage our funds to support the Order and tertiaries can help by reviewing their individual giving and also Gift Aiding individual contributions where possible.

### Statistical summary

TSSF	Professed	Noviced	Postulants	Total
2014	1837	103	43	1940
2015	1799	112	46	1911

## During 2015:

Noviced	66
Elections to Profession	45
Releases	21
Withdrawals	6
Deaths notified	43

**Elections to Chapter - 2015** (percentage voted)

**Provincial Treasurer** 19% eligible votes cast

**Link; Central South Eng.** 36%. (55% extra time)

**Link E. Midlands & Yorks.** one Nomination.

You are encouraged to respond via your LT with any thoughts on what you have read, or any suggestions to improve the form of this report.

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## FUTURE CHAPTER DATES

<b><u>2016</u></b>	16-18 June
	14-16 October

## WORKING WITH 'WORDPRESS' ON THE TSSF WEBSITE

The web team would welcome some help on the TSSF website from someone who is used to working with 'Wordpress'.

For further information please contact Chris Jenkins [webmaster@tssf.org.uk](mailto:webmaster@tssf.org.uk)

## INTERCESSIONS COMPILER

Would you like to be involved in preparing the TSSF Intercessions booklet which is sent to all tertiaries twice a year? The changes would normally be sent to you by the Membership Secretary although sometimes you might be advised directly. Microsoft Word is used to maintain the booklet so familiarity with this would be an advantage. Expressions of interest please to Chris Jenkins, Provincial Communications Coordinator whose contact details are on the last page.

### Copy date for forthcoming issues

**TON 58: 23 June 2016**  
**PLEASE NOTE DATE CHANGE**

**TON 59: 29 October 2016**

## WORKING WITH 'PUBLISHER' ON LITTLE PORTION

The editor of *Little Portion* requires help from someone who could transfer prepared editorial copy into 'Publisher' ready for the printer.

For further information please contact Chris Jenkins [comms@tssf.org.uk](mailto:comms@tssf.org.uk)

## TSSF STUDY AND PRAYER ENABLING GROUP EVENTS IN 2016

### **Freeland Study & Prayer Weekend: Friday 27 to Sunday 29 May 2016**

*(Old Parsonage guest house of the Community of St Clare, Freeland, Oxfordshire: arrivals late afternoon Friday, departures after lunch on Sunday).*

The theme will be **Music, Joy & Humility**. For more information, or to enquire about a place, please email [studyprayer@tssf.org.uk](mailto:studyprayer@tssf.org.uk) putting 'Freeland 2016' in the subject line.

### **Alnmouth Study & Prayer Week: Monday 3 to Friday 7 October 2016**

*(Friary of St Francis, Alnmouth, near Alnwick, Northumberland: arrivals 4pm Monday, departures after breakfast 10am Friday).*

The theme will be **The Aims: Yesterday, Today & Tomorrow**. We hope this theme gives wide scope for contributions, which may be presented in any form – written papers (these form the basis of discussion rather than being delivered in an academic fashion), guided reflections, creative activities, listening, music, images . . . The brief is that each participant has roughly one hour during which to assist the group explore the theme together in the prayerful surroundings of the Friary where we share in the life and worship of the First Order Brothers.

For more information, or to enquire about a place, please email: [studyprayer@tssf.org.uk](mailto:studyprayer@tssf.org.uk) putting 'Alnmouth 2016' in the subject line.

For both Freeland and Alnmouth, we particularly welcome applications from those who have not attended one of these events previously, or who are returning for a second time.

## **PACIFIC BOOKLETS**

At the recent Ministers' meeting we agreed to give our wholehearted support to an initiative from the Pacific Province, (formerly New Zealand) to produce two booklets in plain English, intended for those whose first language is not English. One is a re-telling of stories about Francis and the other is a very attractive booklet with the Principles in their usual form and also in a simpler form, with a suitable prayer and the collect for the day. We have 100 copies of each, some of which are already with Link Tertiaries and others in order to publicise them, but they are available to order from Third Order Distribution at a cost of £3.50 each + P & P. The whole purpose is to sell as many as possible so that copies can be given to Tertiaries in PNG and the Solomon Islands. I do hope that you will find them both attractive and useful.

*Averil Swanton*

## **BOOK REVIEWS**

**The Principles in Plain English  
with The Community Obedience**  
(Province of The Pacific 2015)

**The Francis Stories**  
(Province of The Pacific 2014)

The Principles book is an excellent way of saying the Community Obedience, either on its own or in the context of Morning or Evening Prayer. It is well set out, with the format of the Community Obedience at the beginning, and the daily collects following. Each collect is produced in its original form, with an alternative plain English version beneath. The Principles follow the same idea, but with a specific Thought for the Day for each one, though these Thoughts could be considered as plain English alternatives. A prayer concludes each section, either a new prayer or one taken from another source, and you can either use this prayer to conclude the Intercessions or continue Intercessions after it. It's up to you, so there is some versatility here which is to be commended. The book is beautifully produced; it has a brown cover with a cut out Tau cross, through which you can

see a second cover which has a lighter brown wooden design. Rose Christie-French tssf wrote the Thoughts of the Day and six of the prayers following them. It is not indicated, however, whether she re-wrote the collects in their plain English format, so one can only assume she did so.

The book of the Francis Stories contains twenty-one very short chapters, mostly from the Little Flowers, and writings on the lives of both Francis and Clare. Again these are written in plain English, and this is especially useful for those with learning difficulties. It is charming without being childish. Some chapters conclude with a prayer. The version of the Canticle of the Creatures in Chapter 18 is simplicity itself and I daresay could be used in the Third Order Office. There is also a list of important dates concerning the lives of Francis and Clare at the back of the book, which serves as a useful reference point.

Credit again should go to Rose Christie-French tssf who set about the task of re-telling the stories and also John Ngalihesi, a teenager from the Solomon Islands who drew the delightful illustrations throughout. Both books are available from Third Order Distribution, price £3.50 each. The aim is to raise sufficient funds so that copies can be given away free of charge to tertiaries in the Solomon Islands.

*Peter Thompson tssf  
Link Tertiary – Central South England and the  
Channel Islands Cluster*

## **FRANCISCAN RETREAT CONDUCTOR**

Is your group looking for a Franciscan Retreat Conductor? If so please contact me for further discussion. I am an experienced leader of retreats and am willing to travel to most places in England and Wales.

The Reverend David Norwood TSSF,  
tel: 01267 267125,  
email: norwood794@btinternet.com

## POSTCARDS FOR REFLECTION

Some of Anne Spalding's photographs, first seen in the TSSF Contemplatives Newsletter, will shortly be available as postcards, thanks to the encouragement of the Minister Provincial. The pictures (see below) are of sea, desert, reeds, a ruin, and plants, and the cards are intended to be used as a focus for meditation... or to send a note to a friend. They come in packs of six, one of each photograph, and are available from Third Order distribution for £3 incl P&P.



## NOVICE NOTES FOR SALE

Third Order Distribution has a number of copies of the Novice Notes which are now redundant because they are mostly accessed from the website. If you would like a copy to refresh your knowledge of when you joined the Order please contact

Third Order Distribution,  
The Old Parsonage, 168 Wroslyn Road,  
Freeland, Witney, OX29 8AQ,  
or Email: [distribution@tssf.org.uk](mailto:distribution@tssf.org.uk)

## TSSF RETREATS AND OTHER EVENTS

### RETREATS AT THE OLD PARSONAGE, FREELAND

**Date: Friday 24 – Monday 27 June 2016**

*Silent Retreat: "Encountering the Divine"*

**Conductor:** Revd Peter Boulton-Lea

**Cost:** £145 including conductor's expenses

**Date: Monday 18 – Friday 22 or Saturday 23 July 2016**

*Individually Guided Retreat*

**Conductor:** Sister Carolin Clare, OSC

**Cost:** Cost: £160 (4 days) /£200 (5 days), plus conductor's expenses

**Date: Friday 14 – Monday 17 October 2016**

*Silent Retreat*

**Conductor:** Father Michael Campling, TSSF

**Cost:** £145 including conductor's expenses

*Bookings: Lesley Sutton,*

*12 Hill Top Road, Oxford, OX4 1PB*

*T: 01865 248847*

*E: [oxfordretreat@yahoo.co.uk](mailto:oxfordretreat@yahoo.co.uk)*

### IRELAND ANNUAL RETREAT 2016 (Silent Retreat)

**Dates: Friday 20 – Sunday 22 May 2016**  
(dinner Friday – lunch Sunday)

**Venue:** Manresa, Jesuit Centre of Spirituality,  
426 Clontarf Road, Dollymount, Dublin 3,  
Irish Republic.

**Conductor:** *The Right Reverend Richard Henderson*

**Cost:** £130/€175 including conductor's expenses

A deposit of £25 / €30 is requested on booking

*(Please send cheques, in sterling if possible, payable to Shelagh Norton)*

*To Mrs Shelagh Norton, Ard na Cree,  
Church Hill, Wicklow, Co Wicklow, Ireland*

*Tel: +40462648*

*e-mail: [shelagh.norton@gmail.com](mailto:shelagh.norton@gmail.com)*

### MERSEY VALLEY AREA RETREAT 2016 'COME PRAY WITH US' (Silent Retreat)

**Date: Monday 6 – Thursday 9 June 2016**

**Venue:** At The Monastery of Our Lady of Hynning, Warton, Carnforth, Lancashire, LA5 9SE 01524 732684

**Cost:** £130 £20 non refundable deposit on booking

*This will be a silent retreat with a daily Eucharist and a time of corporate silent meditation.*

*It will be led by members of the Mersey Valley Area with opportunity to experience different ways of praying using silence.*

*There will also be opportunity to have one to one conversation with Tertiaries who are experienced in Spiritual accompaniment.*

For more information and booking please contact Rev Felicity Shaw

01204 696851 [revfmshaw@btinternet.com](mailto:revfmshaw@btinternet.com)

## **ART WORKSHOP PILGRIMAGE TO ASSISI**

**Date: Monday 4 – Tuesday 13 July 2016**

*Join an Art workshop pilgrimage to Assisi, led by the Revd John and Mrs Rita Bennett, joined by invited guest artists and speaker.*

*No previous expertise is needed. Try your hand at painting, sketching, creative writing and singing. Discover the difference St Francis made to spirituality and art.*

*Flight from UK to Pisa-coach to Assisi. Meals and accommodation at the Elizabeth of Hungary Convent, on the Piazza Vescovado, by the Bishops Palace, Assisi.*

*To enquire or book, contact Christians Aware, 2 Saxby Street, Leicester LE2 0ND  
Tel: 0116 254 0770  
email: barbarabutler@christiansaware.co.uk  
or Resident Anglican priest (for the period July - Sept 2016 ) Revd John Bennett TSSF  
email: brj.linton@virgin.net*

## **BERKSHIRE AREA RETREAT 'FRANCISCAN INSIGHTS INTO THE INCARNATION'**

**Dates: Friday 8 July – Sunday 10 July 2016**

**Venue: The Community of St Mary the Virgin, Wantage**

*Conductor: Sister Sue CSF*

*Cost: £100 + conductor's expenses*

*There is a ground floor en-suite bedroom for those with special needs. There is a lift but it must be pointed out that the meeting rooms are upstairs where there are various steps to negotiate. It is therefore not suitable for anyone who finds steps and stairs difficult.*

*Please e-mail Hazel Berry: hazelberry@btinternet.com to check there are still places and mention any special dietary requirements.*

## **TSSF CAMBRIDGE AREA RETREAT**

**Dates: Friday 8 July – Sunday 10 July 2016**

**Venue: The Retreat House, Pleshey, Essex**

*Conductor : Brother Malcolm*

*Cost : £146 plus some expenses.*

*Contact for booking: Judy Nightingale  
01223 891806 nightingale41@greenbee.net  
11 Mill Lane, Linton, Cambridge CB21 4JY*

*A deposit of £40 is requested on booking.*

## **WALES AREA ANNUAL RETREAT 2016 'IN THE DARKNESS THERE IS LIGHT'**

**Dates: Thursday 15 – Sunday 18  
September 2016.**

**Venue: St. Non's Retreat House,  
St. Davids, Pembrokeshire.**

*A Contemplative Retreat led by Brother Nicholas of Glasshampton*

*Organised by Wales Area in a coastal setting, the cost is £160 full board, inclusive of conductor's accommodation.*

*Contact ginamary111@yahoo.co.uk or  
phone 01348 873599*

## **SUPPORTING THE FILM: "FINDING SAINT FRANCIS"**

*"Finding Saint Francis" is now being seen and sold, and we're getting positive reactions from tertiaries and others. Nonetheless while our review in the Church Times on 1st January was very positive, we really need your help to get the film more widely noticed.*

*So very soon we'll be contacting individuals who've welcomed the film, to ask if they'd like to become "Friends Of Little Portion Films". The Friends' role can be very light: encouraging others to see the film, or to show it locally, maybe asking your local cathedral gift shop to stock it, etc. Really, whatever we and you as Friends can think of....*

*If you're interested in becoming a "Friend of Little Portion Films" do contact John Wiltshire (email: katherine.wiltshire1@ntlworld.com; mobile 07717 547672)*

*If you'd like to know more about the film, or to purchase the DVD, go to findingsaintfrancis.com*



## **WHO TO SEND THINGS TO:**

### ***Changes in address, telephone number, e-mail address, TSSF Office held***

Mollie Kingham, Membership Secretary,  
12 Buckingham Gardens,  
West Molesey, KT8 1TH.  
T: 020 8979 8053 E: [memsec@tssf.org.uk](mailto:memsec@tssf.org.uk)  
E-mail copy to Chris Jenkins (PCC),  
E: [comms@tssf.org.uk](mailto:comms@tssf.org.uk)

### ***Information for Little Portion***

Verena Tschudin, Editor, Little Portion  
26 Cathcart Road, London SW10 9NN  
T: 020 7351 1263.  
E: [editor@tssf.org.uk](mailto:editor@tssf.org.uk)

### ***Contributions for TON***

Sue Charles, Editor, 109 Tarnwood Park,  
Eltham, London, SE9 5PE  
T: 0208 850 0189 E: [ton@tssf.org.uk](mailto:ton@tssf.org.uk)

### ***All other matters to do with communication***

Chris Jenkins,  
Provincial Communications Coordinator,  
26 North Road, Wells, Somerset, BA5 2TL  
T: 07860 712354 E: [comms@tssf.org.uk](mailto:comms@tssf.org.uk)

### ***Contributions, TSSF expense claims and letters about finance***

John Lovatt, Provincial Treasurer,  
Lower Stonehouse Farm, Brown Edge,  
Stoke on Trent, ST6 8TF,  
T: 01782 503090  
E: [treasurer@tssf.org.uk](mailto:treasurer@tssf.org.uk)

### ***Enquirers interested in joining the Order***

Peter Dixon, Provincial Novice Guardian  
Dove House, 4 New Road,  
Uttoxeter, ST14 7DB  
T: 01889 569722  
E: [novguard@tssf.org.uk](mailto:novguard@tssf.org.uk)

### ***All other enquiries about the Order***

Averil E Swanton, Minister Provincial  
11 The Grange, Fleming Way,  
Exeter, EX2 4SB.  
T: 01392 430355  
E: [ministertssf@tssf.org.uk](mailto:ministertssf@tssf.org.uk)

### ***Disability Advisor Team (alternative formats, access, support)***

Margaret Armstrong, Cridlands Barn,  
Brompton Ralph, Taunton, TA4 2RU  
T: 01984 623918  
E: [disabilityadvisor@tssf.org.uk](mailto:disabilityadvisor@tssf.org.uk)

### ***Training and Development:***

**Paul Bodenham,**  
Provincial Formation Guardian  
Tel: 01949 861516  
email: [formation@tssf.org.uk](mailto:formation@tssf.org.uk)

### ***Contact Details for TSSF Networks:***

Study and Prayer:  
[studyprayer@tssf.org.uk](mailto:studyprayer@tssf.org.uk)

Contemplatives:  
[contemplatives@tssf.org.uk](mailto:contemplatives@tssf.org.uk)

Justice Peace Integrity of Creation:  
[jplic@tssf.org.uk](mailto:jplic@tssf.org.uk)

### ***Third Order Resource Material***

Third Order Distribution,  
The Old Parsonage, 168 Wroslyn Road,  
Freeland, Witney, OX29 8AQ.

E: [distribution@tssf.org.uk](mailto:distribution@tssf.org.uk)

Much material is available on the TSSF website and can be downloaded. Paper copies are kept at Third Order Distribution where you may send your requests and make arrangements for payment.

One new item for sale is the biography of Dorothy Swayne, lay founder of TSSF.

This booklet, costs £6, which includes a discussion paper and P&P.

### ***Website comments and enquiries***

E: [webmaster@tssf.org.uk](mailto:webmaster@tssf.org.uk)

It may also be of interest, for those who are young or wise in the ways of the Internet, to report that TSSF is establishing presences on Facebook and Twitter. For more information go to the website, given below.

*All opinions expressed in this publication are those of the authors and contributors and not necessarily those of the European Province of the Third Order, Society of Saint Francis.*