

**LEEDS DIOCESAN BOARD OF FINANCE****COMPANY NUMBER: 8823593****MINUTES OF A BOARD MEETING OF LEEDS DIOCESAN BOARD OF FINANCE****Held on Thursday, 19th November, 2015 at Hollin House, Weetwood Avenue, Leeds LS16 5NG**

**Present:** The Rt Revd Dr Tom Butler (Chair), The Rt Revd Nick Baines, The Rt Revd James Bell, The Rt Revd Paul Slater, Mrs Debbie Child, Mr Ashley Ellis, Mr Simon Baldwin, Mr Raymond Edwards and Mrs Ann Nichol.

**1. Introduction and welcome**

The Chair opened the meeting with prayer.

**2. Apologies**

The Rt Revd Tony Robinson  
The Revd Martin Macdonald  
Mrs Angela Byram  
Mrs Marilyn Banister

**3. Declarations of interest**

There were no declarations of interest.

**4. Minutes of the meeting of the Board held on 7<sup>th</sup> September, 2015**

The minutes of the meeting held on 10th June, 2015 were approved with no amendments.

**5. Matters arising (not already on the Agenda)**

There were no matters arising.

**6. Items in Minutes of 7th September, 2015 to remain confidential in the online publication**

*The Board discussed and approved items to remain confidential in the online publication.*

**7. Finance update (Parish Share report and Outturn)**

The Parish share reports for September and October 2015 had been circulated. Ashley Ellis reported that the October report has been generated by the new accounting system which was now a unified system. The Parish Share receipts at the end of October, 2015 were 65% of the total request. At the same point in 2014 it was 63.5%. This was encouraging – though it was noted that historically, the highest proportion of the share payments were made in November and December each year.

**Outturn**

An outturn report had been circulated to the members. It showed a forecast deficit of £810k compared to the original budget deficit of £773k. The forecast shortfall in parish share collection had been largely offset by savings in ministry due to the number of vacancies. Other savings had been made in the management and administration.

**8. Parish Share Scheme review**

Ashley reported that the 13 consultation meetings were nearly completed. The consultation had gone well and the Parish Share Review group had recently met and agreed that the principle of a resource based scheme adjusted for deprivation seemed from the consultation meetings to be the correct approach. Discussion had also been had with

Canon Robin Gamble, the Bishop's Advisor for Church Growth, who had indicated that he was supportive of the proposals as they would encourage parishes to grow and use their resources for mission. The final proposals, taking on board views expressed during the consultations would be brought to the Board meeting in January. It had been noted that there were issues around rural deprivation attendance and parish income and this would be considered further by the Review Group.

#### 9. Finance Department Review

Ashley reported that the review of the restructuring of the Finance Department would be completed in the next couple of weeks. The review group was being chaired by The Revd Martin Macdonald.

#### 10. Amendment to Articles of Association update

Ashley reported that the resolution to amend the Articles of Association to reflect the new diocesan governance structure had now been passed and would come in to effect on 28<sup>th</sup> January, 2016.

Raymond Edwards asked that it be minuted that during the resolution process, Marilyn Banister had expressed reservations about the balance of clergy v laity on the WYAD Board as there was now a clergy majority by one member of the clergy. He had agreed to the resolution but wanted it minuted that there was now a majority of one clergy person.

#### 11. Transformation Update

A copy of the current Transformation update paper had been circulated to the Board. Debbie Child and Ashley Ellis answered questions on the update. The following additional information/observations were made:

- Once all the review reports had been completed and considered, proposals would be drawn up for consideration. It was hoped this would be by Spring 2016;
- Where some reports had already been completed, where they asked for additional resources this needed to be considered in a full diocesan context before proposals could be finalised;
- A staff day was held led by an external facilitator and had gone very well. Staff were asked to look at current situation, what they wanted to discard and what they wanted to take forward and what in the future they wanted to see. The information from the day is being collated and the three main issues will be taken forward through forums.

#### 12. Elections/Nominations for WYAD Board

Ashley reported that now the Articles of Association had been amended, elections would take place to populate the new Board structure. In addition, there were elections to be held for the Board of Patronage and Property Subcommittee. The property sub-committee was being populated in accordance with the current temporary constitution. The Area Mission and Pastoral Committee elections would populate the AMPCs but the WYAD Board at its meeting in January 2016 would need to delegate its functions (in so far as permitted by the Mission and Pastoral Measure) to the Area Mission and Pastoral Committees. The new WYAD Board also needs to approve the new DAC members' appointments. The first new DAC meeting is on 26th January, 2016 prior to the new WYAD Board so the WYAD Board will be circulated beforehand to approve the members.

#### 13. Diocesan Office Project group update

Debbie and Ashley reported that a Project board had been established and was meeting on a regular basis. The Chair was Dean John Dobson. The timescale for the move is June 2016.

#### 14. Any other business

#### Appointment of Diocesan Surveyor

Ashley reported that under the Repair of Benefices Measure the Board needed to appoint a Diocesan Surveyor. This appointment was temporary pending the outcome of the review of the property structure. It was proposed that Michael Lindley be appointed the Diocesan Surveyor.

All agreed.

Bishop Nick thanked the Board for all its work and achievements and to Debbie and Ashley for their work. Bishop Tom was thanked for his experience and wisdom as Chair of the Board. Bishop Tom said it had been a privilege and opportunity to do something quite new.

#### 15. Date of the next meetings:

##### **2016 WYAD BOARD**

28<sup>th</sup> January, 2016 (WYAD Leeds office, St Mary, Street, Leeds)

12<sup>th</sup> April, 2016 (pm - tba)

15<sup>th</sup> June, 2016 (pm - tba)

22<sup>nd</sup> September, 2016 (pm - tba)

16<sup>th</sup> November, 2016 (pm – tba)