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Diocese of Leeds – Leeds Board

Minutes of the Leeds Board held on 11 July 2019 at Church House, 17/19 York Place, Leeds LS1 2EX.

Present:

The Rt Revd Nick Baines (Chair), Mr Matthew Ambler, The Ven Paul Ayers, Mrs Marilyn Banister, Ms Kay Brown, The Very Revd John Dobson, Canon Mrs Jane Evans, The Rt Revd Jonathan Gibbs, The Ven Jonathan Gough, The Rt Revd Toby Howarth, The Ven Andy Jolley, Mr Andrew Maude, Canon Mrs Ann Nicholl, The Rt Revd Paul Slater, Mr Irving Warnett and The Revd Nigel Wright.

In Attendance:

Mrs Debbie Child, Mrs Judith Calvert, (part of the meeting) Mr Peter Foskett, The Revd Canon Andrew Norman and Mr Geoff Park.

Item Number	Minute	Action point	Return to Leeds Board?
1	Opening Prayers. The Revd Canon Kathryn Fitzsimons led the opening prayers.		
2	Welcome and Apologies. The Bishop of Leeds welcomed The Revd Kathryn Fitzsimons (Her first Leeds Board meeting since the ratification of her nomination as a Leeds Board trustee by the Diocesan Synod) and Lisa McIntyre,		

	<p>Secretary to the DAC.</p> <p>Apologies had been received from The Rt Revd Dr Helen-Ann Hartley, The Revd Canon Sam Corley, Mrs Jane Wardman, Canon Simon Baldwin, Ms Alison Bogle and Mr Chris Tate.</p> <p>Apologies for the Diocesan Mission and Pastoral section of the meeting had been given by The Ven Dr Anne Dawtry.</p>		
3	<p>Declarations of conflicts interest.</p> <p>Members were reminded to declare any conflicts of interest concerning any items on the Agenda.</p> <p>No conflicts of interest were disclosed.</p>		
4	<p>Minutes of the Leeds Board held on 2 May 2019 LB19 07 02</p> <p>The draft Minutes of the Leeds Board held on 2 May 2019 had been circulated and were for approval.</p> <p>Approved unanimously.</p>	DC to add signed 02.5.19 minutes to Minutes book	
5	<p>Matters arising from the Minutes of the meeting on 2 May 2019.</p> <p>There were no matters arising from the Minutes of the 2 May 2019 Leeds Board meeting.</p> <p>There were no items in the Minutes from the 2 May 2019 Leeds Board which were to be kept confidential/redacted from publication.</p>		
	<p><i>The Area Bishops were not members of the Diocesan Mission and Pastoral Committee for items 6 and 7 on the Leeds Board agenda.</i></p>		
6	<p>Minutes of the meeting of the Episcopal Areas Mission and Pastoral Committees for noting.</p> <p>LB19 07 03, LB 19 07 03 01 and LB19 07 03 02</p>		

	<p>Huddersfield, Leeds and Ripon AMPCs minutes had been made available on the Leeds Board members' on the diocesan website page.</p> <p>Judith Calvert, Diocesan Mission and Pastoral Committee Secretary spoke to this item. The minutes were for noting only. No questions were raised on the AMPC minutes.</p>		
7	<p>Diocesan Mission and Pastoral report LB19 07 04</p> <p>Members had been circulated with a report from Judith Calvert. Judith spoke to her report and highlighted there were current and potential processes for thirteen closed churches in the diocese. She reminded the Board members that the DBF was responsible for the maintenance of closed churches.</p> <p>Members of the Church Commissioners' Mission and Pastoral team had recently visited the diocese. Board members gave positive feedback about the Commissioners' visit to their parishes/deaneries.</p> <p>It was noted that Judith would be leaving her role in the autumn and she was thanked for all she had done as Secretary to the Diocesan Mission and Pastoral Committee. Judith confirmed she was hoping to be attend the September Board meeting.</p>		
	<p><i>The DMPC business ended and the Area Bishops re-joined the meeting again as Members of the Leeds Board. Judith Calvert left the meeting.</i></p>		
8	<p>Reader Review LB19 07 05.</p> <p>A copy of the Central Reader Council ("CRC") review document had been circulated to the Board members. The Revd Canon Andrew Norman gave a PowerPoint presentation on the current diocesan Reader ministry review. The diocesan review will include consideration of the CRC report, online surveys, focus groups, engagement with diocesan bodies and oversight by a steering group. The Board members discussed the following questions in four small groups and recorded their feedback to hand to the Reader review group:</p> <ul style="list-style-type: none"> • What have we most appreciated about Reader ministry so far? • How appropriate is the CRC vision to our own context? 		

	<ul style="list-style-type: none"> • What is our dream for Reader ministry? • In a plenary session, the small groups reported key items from their discussions. These included: • Equipping the whole people of God should include different forms of lay ministry, including those with non-academic training to encourage a diverse range of Readers. • Current Readers made a range of contributions for example, during interregna, to leadership teams and in their Monday to Saturday contexts. Reader ministry should be re-imagined to encourage a broad contribution • It would be of beneficial if there were more younger Readers • Readers bring a voice from the workplace and diversity, though the Reader cohort needed to be more diverse. • A vision for Reader ministry was needed to focus recruitment. • What does lay ministry mean in the current context? 		
<p>9</p>	<p>Finance Report and Parish Share report 2018 LB19 07 06, LB19 07 06 01, LB19 07 06 02 and LB19 07 06 03.</p> <p>The members had been circulated with a Finance Report and Parish Share report to 31.5.19, FAIC Minutes of 29.4.19 and Audit Committee Minutes of 03.04.19. Geoff Park (GP) spoke to the Finance Report. To the end of May 2019, the LDBF ran an operating surplus, (before reserves transfers of £290k) £871k ahead of budget. The unrestricted cash deficit was £60k after pension deficit payments. The surplus was a result of lower expenditure. However, as clergy vacancies were filled the expenditure would be closer to the budgeted amount. Parish share payments were £150k lower than budget.</p> <p>FAIC had begun work on the draft 2020 Budget. A 2019-2024 sustainability plan being brought to the September Board meeting. Key initial features for the 2020 draft Budget were:</p> <ul style="list-style-type: none"> • A reduction of national church funding receipts in 2020. 	<p>GP and IW to bring revised draft Budget 2020 to 23.9.19 meeting.</p>	<p>23.9.19</p>

	<ul style="list-style-type: none"> • Likely operating deficit before transfer of reserves of £1m. • Two key assumptions in budget <ul style="list-style-type: none"> ○ 2% base increase in parish share and ○ 1% increase in clergy stipends with staff salaries aligned to this. <p>The Board members sought clarification and offered comments as follow:</p> <ul style="list-style-type: none"> • Increase in stipends – GP clarified that the desire was for the diocese to remain a “good payer” ie staying in the top third of dioceses in country and the top payer in North. • Was 2% increase in parish share realistic or welcome? GP commented that there are inflationary pressures, which makes 2% not an unrealistic ask. • It was noted that there was a direct link between parish share receipts and the levels of support for parishes, (central posts)and clergy deployment (clergy in parishes). • The diocesan Strategy focusses on attracting more people to come to faith. However, the diocese needs to increase income to stand still. It should be noted that the parish share is currently not sufficient to pay for the clergy in post (ie it does not pay for anything else). • There needed to be clear communication of giving being an important feature of discipleship. • It was noted that the places where giving is highest compared with personal income is in poorest areas. • The challenges will be an opportunity to look at new models of ministry and the equipping of the whole people of God. • GP commented that good progress had been made with regard to the reduction of the deficit. <p>Audit Committee</p> <p>GP reported that the Audit committee was concerned that its membership was not diverse. Board members were asked to let GP know recommendations of anyone who would be able to serve on the Audit Committee as an independent female member.</p> <p>Audit Tender</p>	<p>Leeds Board members to contact GP with recommendations.</p>	
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	<p>GP confirmed that an audit services tender process was in hand. Interviews would take place on 23 July. Five firms had indicated they would take part.</p>		
<p>10</p>	<p>Safeguarding update LB19 07 07.</p> <p>Members have been circulated with a Safeguarding report. Debbie highlighted that the Past Case Review 2 (PCR2) would involve every parish and cathedral in a comprehensive review of all clergy and Reader files by an independent person. The diocesan bishop is required to ask every parish to research if there are/have been any safeguarding issues in their parish which they feel might not have been dealt with "properly". PCR2 will have a significant impact on the workload of the DSAs. There will be some financial assistance for the work of the independent reviewer. The timescale for the work is 18 months, so that by the end of 2020 the CofE will have entirely reviewed past cases and set a base line from which all future cases will be undertaken.</p> <p>Board members asked questions and Debbie clarified that if parishes were in interregnum they should discuss the review with their Area Dean. Parishes will need to review their local records themselves.</p> <p>Bishop Nick reminded the Board members that the IICSA hearings were current.</p>		
<p>11</p>	<p>Appointment of members to the Diocesan Advisory Committee for the Care of Churches ("DAC") LB19 07 08.</p> <p>Members had been circulated with a paper from Lisa McIntyre, Secretary to the DAC, with proposals for the appointment by the Bishops Council of members of the DAC for the next six years term. These were to be:</p> <ul style="list-style-type: none"> Two members who are elected members of Diocesan Synod One member following consultation with English Heritage One member following consultation with relevant associations of local authorities One member following consultation with the Joint Committee of the National Amenity Societies, and 		<p>New DAC appointments to be an agenda item after 1 August 2024 and not later than July 14 2025.</p>

	<p>Nine members with the experience required as set out in the paper from the DAC Secretary.</p> <p>With the Chair’s permission, The Ven Peter Townley, Interim Chair of the DAC, spoke to this item and hoped that Board members would feel able to make the recommended appointments set out in the circulated paper. Invited by the Chair to speak, Lisa McIntyre gave an overview of the process to seek DAC members. There had been a positive response following the DAC presentation at the June Diocesan Synod, though it would be good to have more diversity on the DAC. A comment was made on their being two male appointees but both candidates were appointed for their skills.</p> <p>The Chair proposed: <i>“That the Bishop’s Council (Leeds Board) appoint the persons recommended in Section IV of LB19 07 08 to be members of the Diocesan Advisory Council for the Care of Churches with effect from 15 July 2019.”</i></p> <p>The proposal was agreed unanimously.</p>		
<p>12</p>	<p>Draft Diocesan Synod Agenda 19.10.19 for approval LB19 07 09.</p> <p>Members had been circulated with a draft agenda for the 19 October 2019 Diocesan Synod this for approval.</p> <p>Debbie reported that agenda items for future Synods had been discussed by the members of the Diocesan Synod Agenda sub-committee who had proposed that a goal from the diocesan Strategy would be highlighted at each Synod. For the October 2019 Synod Goal 5 “Growing Young People as Christians” would be the focussed goal with the Children, Youth and Families team giving a presentation and leading the opening worship. It was also proposed that a brief “taster” presentation for an item at the subsequent Synod would be given at each Synod. (One of these had been given at the June Synod in readiness for the Children, Youth and Families presentation at the October Synod). At the next Synod, Bishop Toby would give a brief introductory presentation on “Mission of the Church in Contemporary Society: Transforming Communities” in readiness for the March Synod.</p>		

	<p>Also at the October Synod, it was proposed there would be a pre-launch presentation on the Parish Giving Scheme and a presentation about the Reader ministry review. The Safeguarding annual report was being brought to the Synod as this was required by the national Practice Guidance</p> <p>Following a brief discussion, the members approved the draft Agenda.</p> <p>Extra item – Diocesan Strategy summary document – new draft</p> <p>A mock-up of a Diocesan Strategy summary document for use by parishes had been tabled. Debbie asked members to let her have any comments/feedback before the end of July.</p>	Board members to send DC comments/feedback.	By 31 July 2019.
13	<p>Election of a Lay member to the Board of Patronage LB19 07 10.</p> <p>Members had been circulated with a document outlining the proposal for the filling of a lay casual vacancy on the Diocesan Board of Patronage. Lay members of the Bishop’s Council were the electorate for the election. The current Board of Patronage six years term runs to 31st December 2021. There were currently three vacancies for lay members.</p> <p>Mr Matthew Ambler spoke to and proposed the election to the Board of Patronage of Mr John Ferrett who had volunteered and was the only volunteer.</p> <p>All the Lay members of the Bishop’s Council present voted for the election of Mr John Ferrett to one of the lay casual vacancy seats on the Board of Patronage.</p> <p>The Board members commented that it would be good to have more diversity of representation on the Board of Patronage. It was noted that there had been a good response to the appointment process for the DAC and members were encouraged to approach people (including those who had been unsuccessful in the DAC appointments) to consider being elected to the vacancies on the Board of Patronage.</p>	Board members to encourage volunteers to the Board of Patronage.	
14	Marton cum Grafton CofE VA primary school - Trust Modification Order LB19 07 11, LB19 07 11 01.		

	<p>Members had been circulated with a Trust Modification Order for Marton cum Grafton CofE primary school and a note from Mr Richard Noake, Diocesan Director of Education of the background to this item. McG school was becoming an academy and converting to the Elevate (Church Majority) MAT. The Leeds Board’s (Leeds DBF) approval was sought to the TMO for a parcel of land held on trust for use as a VA school to be held on trust for use as an Academy.</p> <p>DC reported that the matter was before the Board in its role as custodian trustees. The Board members discussed the proposal. A query was raised about the effect of the TMO on capital or interest as academies were separate independent companies, was the land being given away? Peter Foskett clarified that the land would be held in trust and so was not being given away. The TMO was a standard feature of the academy system. If there were an unpicking of the academy this would need to be addressed but currently, the TMO was to ensure the academy could use the land but it would pervert to the DBF /school should it cease to be an academy. A query was raised whether the succession of the Leeds DBF to the Ripon and Leeds DBF needed to be recited in the TMO. Peter Foskett commented that as the succession was included in the Dioceses Scheme it was not recited.</p> <p>The Chair proposed the TMO be approved. The proposal was agreed unanimously.</p>		
15	<p>Any other business.</p> <p>There was no other business.</p>		
16	<p>Close.</p> <p>The Bishop of Leeds closed the meeting with the Grace.</p>		

Signed:.....

Date: