

MINUTES of the WYAD Board held at 6.30pm on Thursday, 28<sup>th</sup> January, 2016  
at the WYAD Leeds office at St Mary's Street, Leeds LS9 7DP

Present: The Rt Revd Nick Baines, (Chair), The Rt Revd Toby Howarth, The Rt Revd Jonathan Gibbs, The Rt Revd Paul Slater, The Rt Revd Tony Robinson, The Very Revd John Dobson, The Ven Dr Anne Dawtry, The Revd Canon Tony Macpherson, Canon Ann Nicholl, The Revd Canon Simon Cowling, The Revd Canon Paul Ayers, Major Geoffrey Berry, The Revd Martin Macdonald, Canon Simon Baldwin, Mrs Marilyn Banister, Mrs Jane Evans, The Ven Bev Mason, The Ven Paul Hooper and The Ven Peter Townley.

In Attendance: Mr Ashley Ellis, Mrs Debbie Child, Mrs Judith Calvert, Mr Peter Foskett, The Revd Lynn Thorius, The Revd Canon John Carter and Ms Alison Bogle.

1. Opening prayers.

The Bishop of Richmond opened the meeting with prayers.

2. Welcome and Apologies.

The Bishop of Leeds, Chair of the WYAD Board, welcomed Mrs Judith Calvert Diocesan Mission and Pastoral Committee Secretary to the meeting.

Apologies had been received from:

Bishop James Bell

Mr Barry Hambling (who had resigned appointment prior to the meeting for personal reasons).

Confidential item not on the Agenda

Bishop Nick reported to the Board on a matter that may have implications for the diocese.

A previous registrar of the Diocese of Wakefield, who had also been the Chancellor of the diocese of Southwell and Nottingham and a Lay Canon of Wakefield Cathedral, had been arrested following the discovery of funds being missing.

The Diocesan Registrar, Mr Peter Foskett, outlined to the Board that the matter was at an early stage. The Board should be aware that in respect of the historic Wakefield DBF and the DBE, there could be approximately *[redacted]* funds unaccounted for. Further reports would be brought to the Board as the matter progressed. Fidelity insurance was in place, so it was hoped that any diocesan losses and consequential costs could be recovered.

### 3. Introduction from the Bishop of Leeds.

Bishop Nick outlined that the first meeting also covered endings as well as beginnings and that some of the old structures were still reflected in the structure of the Agenda to conclude the business of the old boards and committees. Future meetings would be structured in a different way.

He outlined that the remit of the WYAD Board wasn't to manage - other structures were in place to do this. The Board's role was to form policy to shape the new diocese.

### 4. Structure and responsibilities of the WYAD Board meetings

Members had been circulated with a copy of the governance structure document (WB/16/01/02). The Revd Martin Macdonald and Dean John Dobson gave a presentation on this item.

The Revd Martin Macdonald outlined that the new WYAD Board was one board with many functions. The Trustees were all members of this one body and all trustees for decisions made. It was important that all the Trustees committed to the decisions of the Board so there was cohesion. As a board, the trustees were responsible for strategic policy. The Trustees were not on the Board to do the jobs of officers but to hold them to account. Within the governance structures, the Bishop and lead officers would be setting up advisory groups. Some of these would be perpetual and others would be set up for particular matters. In addition, there were some functions which needed to be delegated by the Board eg to a property committee.

### 5. Declarations of interest

Members were reminded of the need to declare any conflict of interest on matters on the agenda.

None were disclosed.

## DIOCESAN MISSION AND PASTORAL COMMITTEE

It was noted that the suffragan bishops were not members of the Board for the following DMPC matters but all of the Archdeacons were members.

### 6. Appointment of the Vice-Chair of the DMPC.

Bishop Nick advised the Board that The Revd Simon Cowling had agreed to take on this role.

7. Minutes of the meeting of the Bradford, Leeds, Ripon, Huddersfield and Wakefield Episcopal Areas Mission and Pastoral Committees for noting.

The minutes of the historic Bradford MPC, the Leeds and Ripon MPC and the Huddersfield and Wakefield MPC (WB/16/01/03, WB/16/01/04, WB/16/01/05) were for noting only. These committees had now ended and were replaced with the Area MPCs.

Matters arising from the Minutes:

The Revd Paul Ayers asked if there could be a harmonisation of the approach to suspension of the right of presentation of patrons. Bishop Nick reported that work was being done to look at historic suspensions. In addition, he could restrict the right of presentation for one year – which gave time for a decision to be made whether there should be a suspension.

8. Delegation of functions from the Diocesan Mission and Pastoral Committee.

A paper outlining the proposals for delegation of the functions of the Diocesan Mission and Pastoral Committee to the Area Mission and Pastoral Committees and the creation of a Closed Churches Task Group and to approve the appointment (in principle) of a voluntary Diocesan Furnishings Officer(s) had been circulated to the Board. (WB/16/01/06)

Judith Calvert (Secretary to the Diocesan Mission & Pastoral Committee) presented this item. The matters for approval were:

- 1) To delegate all its functions to Area M & P Committees, saving a) exceptions noted in the introduction to the paper and b) functions relating to closing and closed church buildings;

All agreed.

- 2) To delegate its functions relating to closing/closed churches to a new diocesan-wide Closed Churches Task Group;

All agreed.

- 3) To approve the appointment (in principle) of a (voluntary) Diocesan Furnishings Officer(s).

All agreed.

Reporting to the DMPC from the AMPCs – format

The Board was asked to consider a common reporting format from the Area Mission and Pastoral Committees. After some discussion it was agreed that for the first 12 months a report would be produced for the Board together with website access links to the Minutes from each of the Area Mission and Pastoral Committees for the Board members.

## Leeds Episcopal area – Mission and Pastoral Matters

Judith Calvert reported that there wasn't an Area Mission and Pastoral meeting due in the Leeds episcopal area until 27.4.16. There were one or two pastoral matters which would need progressing before that date. The Board's approval was sought for the Mission and Pastoral Secretary to be authorised to progress these matters until the first Leeds AMPC, if there were no adverse comments from the statutory interested parties being consulted.

All agreed.

Mrs Judith Calvert left the meeting.

It was noted that the Archdeacons (with the exception of The Ven Dr Anne Dawtry who is an elected member of the Board) were not members of the WYAD Board for the rest of the items on the Agenda. The suffragan bishops were members.

## LEEDS DIOCESAN BOARD OF FINANCE

### 9. Appointment of the Vice-Chair of the Leeds Diocesan Board of Finance.

Bishop Nick advised the Board that The Revd Martin Macdonald had agreed to take on this role.

### 10. Minutes of the meeting of the Leeds Diocesan Board of Finance on 19<sup>th</sup> November, 2015 for approval.

A copy of the Draft Minutes of the Leeds DBF held on 19<sup>th</sup> November, 2016 (WB/16/01/07) has been circulated to the members. These were for approval. It was noted that the Leeds DBF had done a remarkable job under the chairmanship of Bishop Tom Butler.

#### Matters arising

The Bishop of Richmond asked that it be noted that there had been some contrary views about parish share consultation and that this had not been adequately recorded in the Minutes. The bishop asked that this be minuted.

### 11. Adoption of Conflict of Interest policy.

A copy of a proposed policy (WB/16/01/08) had been circulated to the members. This was for approval. A typographical error in the definitions section, last line the word "of" should be deleted after the word "Board".

The draft policy was agreed subject to the typographical amendment as set out above.

## 12. Parish Share 2015 Update

A copy of the current Parish Share receipts schedules (WB/16/01/09) has been circulated to the WYAD Board members. These were for noting. Ashley Ellis reported to the Board that across the episcopal areas there was an increase in collection of parish share.

## 13. Scheme of delegation to Finance Advisory groups.

A document had been circulated to the Board outlining a scheme of delegation for Finance Advisory groups (WB/16/01/10). This was for information only and supports the Governance model as already explained. Ashley Ellis explained that the Governance document approved by Diocesan Synod envisaged that there will be a number of advisory groups established by a lead officer or bishop who has responsibility for a subject area. Some advisory groups will be permanent and enduring and others will have a limited life to address a specific topic. In relation to Finance, advisory groups will be established to cover parish share, asset management, general finance issues and audit committee.

## 14. Approval of new Diocesan Share Scheme.

Ashley, Archdeacon Anne Dawtry and Canon Simon Baldwin gave a PowerPoint presentation on this item (a copy of which is attached to these minutes WB-16-04-02-01).

Background: the former dioceses were using three different systems of parish share. The review group felt that it was important that all parishes engaged with the new system. 13 consultations were held across the diocese. The review group consulted that National Stewardship adviser who had produced a report for all dioceses across the Church of England. This showed that across the dioceses there was a movement to a resourced based system. The group also consulted the larger churches ie those with an income of over £100k, who contribute a significant amount of the parish share.

Questions of clarification were raised and the following clarifications were given?

- Where clergy had a diocesan role as well as a parish role the diocesan role would be included in the "Additional cost" provision and not allocated to the parishes.
- The 2015 IMD data would be used for the first set of assessments under the new Scheme.
- IMD produced calculations which were statistically weighted towards high density population areas ie there is an assumption of deprivation in these areas rather than rural ones. There is a separate index of rural deprivation but this data isn't available at parish level.
- The 2017 assessments will be the first under the new scheme.

The Board debated the proposals and the following points were made:

- Share assessments linked to clergy in parishes gave parishes a direct link to what they were paying for.

- This proposal links contributions to place and the principle of bearing each other's burdens.
- As the assessments are based on clergy deployment, the result may be in clergy being deployed on a "what the parish thinks it can afford" basis.
- Including the congregation size is a disincentive to growth.
- The principle of mutuality must be emphasised.
- A huge number of parishes will find their assessments increasing by a significant amount – a transitional phase eg three years may address this.
- There would currently be 11% of parishes whose 100% assessment was above their unrestricted income.

It was proposed that the proposals be taken to the next Diocesan Synod for feedback with a view to the finalised proposal being taken to the July 2016 Diocesan Synod for approval. In the meantime, the Board members would let Ashley and the review group have any comments and queries as it prepared the proposal for Synod in March 2016.

All agreed.

#### BISHOP'S COUNCIL AND STANDING COMMITTEE

15. Minutes of the meeting of the Bishop's Council held on 18<sup>th</sup> June, 2015 for approval.

Minutes of the meeting of the last Bishop's Council meeting held on 18<sup>th</sup> June, 2015 (WB/16/01/12) had been circulated to the WYAD Board members. These were for approval.

All Agreed

16. Ratification of the appointments to the Diocesan Advisory Committee for the Care of Churches.

The proposal for the appointment of the members of the Diocesan Advisory Committee for the Care of Churches (WB/16/01/13) had been circulated prior to the meeting. 14 out of 17 WYAD Board members approved the proposal by email. The DAC needed to meet on 26<sup>th</sup> January, 2016 and met with the proviso that any decisions were subject to the approval of the DAC membership at this WYAD Board meeting.

The Board discussed the proposal to ratify. A member of the Board indicated that Board decisions shouldn't be done by email as they precluded discussion. It was explained that matters wouldn't usually be done by email although sometimes timing may be an issue. A member indicated that he felt that there should be more parish clergy on the DAC.

After the discussion the ratification was agreed.

17. Approval of items for the next Diocesan Synod agenda.

A list of proposed substantive items for the next Diocesan Synod meeting has been circulated to the WYAD Board (WB/16/01/14). This was for discussion. An additional item will be a motion for the Diocese to register as a Fair Trade diocese. The four current nominees to go to Diocesan Synod for ratification were The Revd Martin Macdonald, Canon Simon Baldwin, Mrs Marilyn Banister and Mrs Jane Evans.

18. Approval of Diocesan Quinquennial Inspection Policy

A copy of a proposed policy had been circulated to the members (WB/16/01/15 – 1 and WB/16/01/15 – 2 and Appendix 2a CBC QIR pro forma and Appendix 2 b CBC Guidance note). These were for approval. If approved they would go to the Diocesan Synod for final approval.

The only comments were in respect of typographical errors: 6 b) – photo can only be included in report; 14 c) should refer to 11 not 10; the second sentence of 14 d) should read "...and are to be part-funded"; and 18 should refer to the WYAD Board not the Bishop's Council.

It was proposed that subject to the amendments above the proposed policy be submitted to Diocesan Synod for approval.

All agreed.

19. Venues for Diocesan Synod.

The Diocesan Synod meeting for 12<sup>th</sup> March, 2016 was booked to be held at St Aidan's School, Harrogate. The Board was asked to consider whether future Synod meetings needed to be held at different venues throughout the diocese or perhaps at two or three rotated venues?

After discussion it was proposed that Ashley Ellis and Debbie Child would identify other venues and once this had been done bring the matter back to the Board. In the meantime, St Aidan's School would be used as this seemed to be generally a good venue.

All agreed.

20. Any other business

Timings of WYAD Board meetings

Some members had asked if the WYAD Board meetings could be held during office hours. The Board was asked to consider this request.

After discussion it was proposed that the WYAD Board meetings be held at 6pm for 6.30pm with food provided with the meeting to begin at 6.30pm.

21. Close