

LEEDS DIOCESAN BOARD OF FINANCE

COMPANY NUMBER: 8823593

MINUTES OF A BOARD MEETING OF LEEDS DIOCESAN BOARD OF FINANCE

Held on 9.30am on 23rd March, 2015 at Kadugli House, Elmsley Street, Steeton, Keighley BD20 6SE

Present: The Rt Revd Dr Tom Butler (Chair), The Rt Revd Nick Baines, The Rt Revd James Bell, The Rt Revd Tony Robinson, The Ven Paul Slater, Mrs Debbie Child, Mr Ashley Ellis, Mr Simon Baldwin, Mr Raymond Edwards, The Revd Martin Macdonald, Mrs Angela Byram and Mrs Marilyn Banister.

1 Introduction and welcome

The Chair opened the meeting with prayer and welcomed Mrs Angela Byram to the meeting.

2 Apologies

Mrs Ann Nichol

3 Declarations of interest

There were no declarations of interest.

4 Minutes of the meeting of the Board held on 15th January, 2015

Minutes of the meeting held on the 15th January, 2015 were approved with no amendments.

5 Matters arising (not already on the Agenda)

5.1 Bedale allotments

A plan and explanatory paper from Michael Lindley was tabled.

After discussion it was proposed that approval be given to the proposal set out in Michael Lindley's "Bedale allotments (007015) – update paper.

All Agreed.

5.2 Appointment of legal adviser to the Company

Ashley Ellis reported that Peter Foskett had produced a fees proposal paper and Ashley was to meet with him to discuss this.

5.3 Audit update

The auditors were currently carrying out the audit.

A statement of financial activities for the 8 months ending 30 December 2014 together with a Balance Sheet as at 20 April 2014 were tabled. Ashley Ellis explained that this was for information only and there would be future adjustments as the audit progressed.

It was agreed that the non-officer members of the Finance Reference group plus Ashley Ellis would act as the audit committee for the audit.

CONFIDENTIAL

- 6** **Items in Minutes of 15th January, 2015 to remain confidential in the online publication**
The Board discussed and agreed which items were to remain confidential on the online publication.

7 **Parish Share Report**

The Parish Share report to the end of February 2015 had been circulated. Ashley Ellis reported that there had been a reduction in the parish share receipts: £71k less than the previous year at the same stage. It was reported that Leeds Minster had made a commitment to make a one off payment of £310k against its historic non-payment of parish share.

8 **Parish Share Scheme Review update**

Ashley Ellis reported that a questionnaire had been circulated to every parish and a listening exercise with those parishes that were the higher assessed parishes for share had been carried out. Four meetings across the diocese had been held with about 50 parishes represented. The Parish Share policy review group would be meeting to review the responses. A proposal for a new parish share system would be developed over the summer to be used in deanery consultation in the autumn. This would also be discussed with senior staff, Bishop's Council and then put forward for approval at the March, 2016 Diocesan Synod.

9 **Job Descriptions of Joint Diocesan Secretaries**

Raymond Edwards gave an update on the progress of the Job Descriptions for the Joint Diocesan Secretaries. A copy of the job description of the Joint Diocesan Secretaries had been circulated to the Board. This had been reported to Diocesan Synod.

CONFIDENTIAL DISCUSSION

"Discussion was held over both episcopal support and further admin support in diocese."

10 **Diocesan Synod Review**

Bishop Tom gave a review of the matters addressed at Diocesan Synod on 21st March, 2015. The governance paper had been largely accepted and this would have the greatest effect on the Board as it would become a new type of body as well as the Leeds DBF.

Thanks were expressed to the Governance Team for all their work on the governance proposals.

11 *Confidential item redacted*

12 **Any other business**

Matter before the Leeds DBF as the Diocesan Board of Patronage - Lupset and Thornes proposed uniting of benefices

A copy of a draft Pastoral Scheme proposing the uniting of the benefices of Lupset and Christ Church, Thornes in the Wakefield episcopal area had been tabled. This was for the Board's approval in its role as Diocesan Board of Patronage, Patron of the benefice of Christ Church, Thornes.

All agreed approval.

The meeting closed with the saying of the Grace.

CONFIDENTIAL

13 Date of the next 2015 meetings:

Wednesday 10 June, 2015

(9.30am – Leeds office)

Monday 7 September, 2015

(2pm – Wakefield office)

Thursday 19 November, 2015

(9.30am – Hollin House)