

# HEREFORD DIOCESAN BOARD OF FINANCE EXECUTIVE COMMITTEE

Précis Extracts from Minutes of Meeting held 22 March 2011

## **Draft Management Accounts for the Year Ended 31 Dec 10**

National parish share figures for 2010 show an average of 94% Share received, ranging from 80% to 98%. Hereford's receipts are +98%; whilst this is excellent, it was also noted that it is a high percentage from a low overall giving rate. DBF Chairman to write and thank Parish Treasurers.

## **DBF Vice Chairman**

Jane Rogers wished to stand down as Vice Chairman of the DBF. In accordance with the DBF Articles of Association, DBFX appointed Mr John Cox to fill this casual vacancy for the period up to the next election.

## **Shortened Procedures**

Following the removal of subcommittees and the introduction of streamlined Shortened Procedure for Glebe and Parsonage matters, the effectiveness of the new arrangement was reviewed.

The procedure appears to be working well, although finalisation of the Standing Orders is still awaited.

DBFX to review Shortened Procedure again after one year.

## **Finance Forum**

DBFX considered a Paper prepared to communicate financial matters to parishes and deaneries. The paper shows that Parish Share does not cover parochial ministry. It was noted that for every £1 given in Parish Share, parishes receive £1.07 back in ministry and support.

A revised document would be produced taking comments/observations into account; to be discussed by the Stewardship Group. For eventual distribution to Parish Treasurers.

## **S<sup>t</sup> Barnabas Church, Hereford**

The Archdeacon of Hereford has had discussions with interested parties regarding the potential for use of St Barnabas. There remains a desire to use the building as a base for mission, particularly to the young people of Hereford.

The parish of St Peter w St James & St Owen now does not wish to take on responsibility for the building consequently the building remains the responsibility of the DBF.

DBFX approved the formation of a management committee that would manage operation of the building and provide line management for the employed staff and report to DBFX at 6 monthly intervals. Day to day operation would remain the responsibility of the current administrator under the direction of Revd Andy Clark.

## **S<sup>t</sup> Francis Church, Hereford**

A potential mixed development of the St Francis site had been identified, whereby a number of affordable housing units could be built, in addition to a community hub, within a planned redevelopment of the area.

Expressions of interest had been received and options are being explored.

## **ITEM 12 – Education Professional Services**

The Government are introducing significant changes in the way schools may be managed that, in many cases, will transfer responsibility for many matters from the local authority to the school. While schools will gain greater freedom to manage their own affairs, they will also gain greater responsibilities, and will lose the support that local authorities have previously provided.

Local authorities will still be able to provide services but schools will be free to opt in or out as they wish. This may mean that local authorities will lose income, with the consequent effect of either reducing staff and thereby the ability to support schools or increasing charges to the schools that remain with the authority.

Given this scenario a possible solution for our 83 church schools is for the Diocese to provide accountancy, company secretary, human resources, building and advisory services by means of a service level agreement. Fees would be charged to fund an accountant, a property officer, an accounts assistant a part time HR officer and an administrator.

There had been no formal request or suggestion that such services be provided but it was foreseen that, in time, they may well be needed. DBFX noted that some dioceses already successfully provide these services for their schools and Hereford already has its own SIAS Inspectors.

+AP and +AM both expressed their support for this change. DBFX considered and approved the principle of the Diocese providing administrative services to church schools.

### **Insurance Cover**

Following the introduction of Common Tenure, with the potential for the DBF to be cited as respondent in any tribunal the DBFX felt it prudent to consider taking the Employment Practices Legal Protection.

Full details and cost of this policy to be obtained and discussed at the next meeting.

### **Glebe Commercial Agent – Management Contract**

DBFX approved the re-appointment of Smiths Gore as Glebe Agents

### **Kairos Partnership Ltd**

Funding was received from REACH Partnership, the funder for Kairos, to cover the time spent by the Finance Secretary in acting as Company Secretary etc. Kairos has no funds at all and requested DBFX to allow this sum to remain with Kairos as working capital, instead of being credited to the DBF. DBFX so approved.

### **Brockhampton Chapel**

Pastoral and practical discussions continue regarding options for the future of this building

### **Ministerial Reviews**

Additional funding was requested to ensure that there is provision to meet the costs of implementing the new MDR Scheme in 2011. It was noted that once the team of Reviewers had been trained, there would only be a need to train replacements, so ongoing cost will be less. DBFX recognised the need to properly fund the MDR work and approved an additional £3,700 in the current year.

### **Cremation Fees**

DBFX discussed the problem of cremation fees not being paid to the Diocese as they should, and the consequent loss of income. Archdeacons to discuss the issue with their Rural Deans.