



**Standing Committee of the  
Diocese of Waikato and Taranaki**

**Minutes**

of a meeting held on 19 April 2018 by video conference

**Present:**

**Bishop and**

**Chairperson**

The Most Reverend Philip Richardson

**Vicar General**

The Venerable Trevor Harrison

**Clergy**

The Venerable Malcolm French

The Reverend Canon Pat Scaife

The Reverend Chee Yong

The Reverend Dr Jikheli Singh

The Reverend Julian Perkins

**Laity**

Canon Dr Bryan Bang

Mrs Sue MacLean

Mr Alan Tanner

Canon Robin Brockie

Ms Mary Bourke

**Diocesan Registrar-Manager**

Mr Simon Cayley

**In Attendance**

Mrs Pip Harrison, Minutes secretary

Mrs Elizabeth Bang, Chair WDTB

**Trust Management**

Ms Anne Edwards until 7.25 pm.

The meeting opened at 6 pm. The Most Reverend Philip Richardson welcomed members of Standing Committee.

**Opening Prayer:** The Venerable Malcolm French

**Bible study:** The Venerable Trevor Harrison - John 10:14-16 with reflections on the good shepherd including a poem by Joy Cowley.

**Apologies:** None.

**Confirmation of Previous Minutes:**

**Motion:** That the Minutes of the meeting of 10 February 2018, with the addition of a list of those present, be approved as a true and correct record.

**Tanner/French**  
**Carried**

**Finance**

Ms Anne Edwards presented the Finance Report on the Standing Committee Accounts and commented that spending was within budget. The January Synod session had put the meetings budget in deficit but this should balance by later in the year. She commented that the amount of rent paid to the Trust Board for Charlotte Brown House should be reviewed. Cashflow was adequate and creditors were being paid on time. A query about missed payments from South Taranaki was



answered by the Venerable Trevor Harrison; planning for the payments was in place and the first was underway. The Bishop reported that a meeting to discuss MITT's debt had been arranged. Aged debtors overall showed \$75,474 had been outstanding for longer than three months and these amounts needed to be paid to keep the cashflow healthy. Mr Allan Tanner asked whether the cashflow balance was not lower than it should be. Ms Edwards said it would be kept under review but projected income meant it was reasonable at present.

Ms Anne Edwards left the meeting.

#### **Matters Arising from the Minutes**

- **Property Terrier** – Canon Bryan Bang said this was in progress.
- **Guidelines and flow chart about the selling of Diocesan property** – in Manager's report below, as was
- **Clergy Housing**.
- **Heat pumps for Te Kuiti** – Mr Simon Cayley reported that one quote had come in and one more was pending.
- **Trusts in Parishes** – this issue was being addressed by the Chancellor. Pending.

#### **Correspondence**

- **Inward:**

- Waikato Cathedral – request for AGM date in May.
- Piopio Aria Mokau – request for AGM date in May.

#### **SC.616: Request for AGM Dates in May**

That these requests be approved.

The Chair  
Carried

- Taranaki Ecumenical Chaplaincy Committee - request for funds. Mr Simon Cayley reported that the request was for an increase to the annual contribution because there had been no increase for some years. The Most Reverend Philip Richardson said Standing Committee had last year corrected a previous oversight (reversal of a new rate after only one year) but this was still to an old amount. He said that this contribution was usually decided by Synod. It was decided that the figures in their letter would be clarified and the matter brought to the next meeting.
- Email from Parish of Te Aroha as to the appropriateness of using the tower as a Wifi centre. There would be no advertising around it. The Venerable Malcolm French was asked to assess the proposal with the Bishop and to sign off on a faculty for it if acceptable.

- **Outward:**

- Letters to Parish of Otorohanga re the appointment of Commissioners.
- Letters to Audit and Finance Subcommittee members re their appointment.
- Letters to the Parish of Waitara re the use of interest for the Waitara Anglican Mission.
- Letters to parish re Audit fees – Te Kauwhata and Matamata.



**Motion:** from the Chair, that the inward correspondence be received and the outward approved.

**Carried**

**Items for Discussion:**

- **Trustee Declarations**

A conflict of interest for those in receipt of a stipend was declared for that agenda item.

- **Health and Safety**

Mr Simon Cayley reported that the fire regulations had been sent out. He had researched a Test and Tagging Workshop for electrical equipment and is looking at someone training to do this for the diocese to save individual fees to parishes.

- **Update on Parish Review Process**

The Venerable Malcolm French reported that he'd met with the vestry of Ngāruawahia to promote the Mission Action Plan as the next step rather than trying to replace reserve funds. He had also spoken to the other two parishes under review and with Huntly and Mangakino. He has also sent out more widely stewardship resources, which had proved successful in his own parish. Archbishop Philip said he hoped the Mission Action Plans and stewardship would be a topic for the next Synod.

- **Manager's Report**

Mr Simon Cayley spoke to his report, tabling the 'For Information' section.

He asked for Standing Committee's endorsement of Sue Burns, Lance and Julia Pilbrow, Peter Sampson, Mai Lander, Stephen Black, Simon Cayley and Bishop Philip as members of the new MMRS. MMRS would focus on new initiatives and opportunities only, with other matters previously in the sub-committee's brief to be handled by Bishop's Staff and Diocesan Staff. The Bishop suggested Standing Committee needed to discuss this new structure, as a change to the statute might be needed in due course. Canon Bryan Bang said it would be necessary to have Minutes, motions and accountability to Standing Committee or it would be an advisory group only. Mrs Susan McLean said a paper trail was particularly important round work with safety issues. Mrs Elizabeth Bang suggested that Action Minutes be kept to record progress. Standing Committee was happy to see this group as a work in progress and for the Bishop to appoint its members.

- **Property – Lot 2**

Mr Simon Cayley reported that the situation was fluid and he would report on outcomes at a future meeting. In answer to a query, he agreed that tightening documentation and filling gaps in it was a priority.

- **Housing Allowance and Maintenance**

Other dioceses took a variety of approaches as to whether this was diocesan or parish business. After some discussion, it was agreed that direction from the diocese was preferred. A comment was made that a regular review of housing allowances, was necessary where applicable. Mr Cayley said he would do further research and bring suggested processes back to Standing Committee.

- **BAF Report for the First Quarter**

Tabled for information.

- **Audit and Finance Committee (formerly MRS)**



Mr Robin Brockie reported that he, Mr Allan Tanner, Ms Chrys Thomson, Canon Gerald Bayley and Mrs Anne Gillespie formed the committee. He outlined the agenda of an upcoming meeting, which would cover various accounts and TML, though would not cover the Bishopric accounts. He would report back at the next Standing Committee. Audit fees distribution to be considered.

- **Grants in Aid**

- **Manaiā** – Mr Simon Cayley reported that the parish's request had been endorsed by the regional council, even though it hasn't been presented by the council, as process required it to be. Queries were made about the 40% reduction in budgeted income and the retention of approximately a third of their budgeted expenditure in the bank. Mr Cayley said it appeared to be worry around upcoming and unknown building costs that was driving the application. It was agreed that the grants in aid applications from both parishes be tabled, awaiting evaluation by the regional council and a fuller proposal by them if considered necessary. Diocesan staff would be available to provide assistance.
- **Opunake** – as above.

- **Increase in Water Consumption at Charlotte Brown House**

Mr Cayley reported that this proved to be caused by the watering of the community garden during the dry weather. This was an example of a responsibility not spelled out in documentation.

- **Provision of Administrative Services to the Trust Boards**

Canon Bryan Bang reported that practice has been varied as to how much the two Trust Boards paid the diocese for administrative services and, since working together, the WDTB had been paying for all the services. It was agreed that the two Chairs would work this out equitably.

- **Power Tender for All Churches**

Mr Cayley reported that an offer, arranged by Mr Michael Hughes, had been circulated to ministry units, who needed to respond, if they wished to take it up. He had looked into the matter before passing the offer on. He asked if this approach was suitable, or would this sort of offer more properly come to Standing Committee first. It was agreed that his handling of the issue was acceptable.

- **Youth Hostel Association Fund**

Mr Cayley said he was approaching the Trust Board about money held in this fund, to see if some could be released for use for a youth worker's vehicle. Canon Bryan Bang said he thought it probably would not be possible but it would be considered at the Trust Board. However, the suggestion was that capital from this fund could be transferred to the capital of the Diocesan Car Fund of which the amount would represent the value of the car used by the Waikato Youth worker. If the position were disestablished, the capital would be returned to the YHA funds.

- **Stipend Review**

**SC.617: Annual Clergy Stipend Increase**



That 2% increase to clergy stipends be approved.

Bang/Brockie  
Carried

- **Minutes from Synod 2017**

**SC.618: 2017 Synod Minutes**

That the Minutes of Synod 2017 be approved as true and accurate.

Brockie/McLean  
Carried

- **UCANZ**

The Reverend Chee Yong reported that at a meeting of the UCANZ, changes to the method of contributing had been suggested that could be financially crippling. The Archbishop confirmed that the partner churches had not been consulted before the suggestion was taken to regional level and there was concern at senior levels of several denominations. UCANZ Senior denominational leadership had been consulted (General Secretary) but there is confusion and concern.

**The meeting closed at 7.40 pm with the grace.**

**Date of next meeting:** 10.30 am, 23 June 2018, Te Kuiti.