Finchale Partnership PDG:

Minutes of the meeting 10/07/18

***Present:*** Fr. Andrew Downie, Graham Donachie, Margaret Doyle, Fr. David Coxon, Fr. Colm Hayden, Fr. Robert Riedling, Fr. Shaun Swales, Pauline Burnside, Jill Cox, Bill Donnelly, Angela McKenna

***Apologies:*** Halina Holman, Justine Smith

***Guest:*** Fiona Standfield

1. **Welcome and introductions:** Graham explained that we had reviewed the agenda, as we have so much to discuss, and that the ‘One Year On’ report on our first year, and the updates from the 6 strands of our development plan, will now be deferred to a separate meeting.

Kristen Peacock has decided to stand down from the PDG, due to her other commitments. Graham thanked her for all her contributions over the last year. Fr. Shaun will confirm the new representative from his parish, and we will need to elect a new Vice-Chair at our next meeting.

1. **Review of action points**

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|  | ***Action point*** | ***Update*** |  |
| **December meeting** |
| 2 | Margaret and Bill to produce a card with a list of the churches, Sunday Mass times and confession times.  | Now for final review – delay due to new parish name of East Durham parishes, and change of Mass times at Durham Martyrs. | **In progress** |
| **February meeting** |
| 9. | Margaret to draft a more detailed summary of the open meeting, together with FAQs (To what extent is the Diocese pushing us to move at their speed? Why can we not have a partnership website? Are we pooling our finances?) for issue after Easter. | Covered in Partnership newsletter | **Closed** |
| **March meeting** |
|  | Fr. Shaun to draft an update on the creation of 1 amalgamated parish in East Durham to be included in all newsletters | To be included in next Partnership newsletter | **Closed** |
| 6. | A small sub-group to be set up to support and keep in touch with our 3 candidates. | Fr. Andrew and Pauline will be on the group. One other person could join the group if anyone wishes to do so. | **Closed** |
| **May meeting** |
| 1. | GDPR: Each parish to confirm the name of their data protection lead to Margaret. | Many have confirmed names to the Diocese, but please also confirm them to Margaret | **In progress** |

1. **Fiona Standfield (Chief Operating Officer, Diocese of Hexham and Newcastle)**

Fiona thanked everyone for the invitation to join our meeting. She has recently taken up the post of Chief Operating Officer of the Diocese, and manages functions such as Finance, HR and Safeguarding.

Fiona said that it is very important to build relationships with parishes and partnerships, and she intends to visit each partnership so that the curia can best understand how they can support us. She is very conscious of the demands the Diocese places on partnerships, and emphasised her wish to listen and learn.

One of Fiona’s first priorities is to spend the summer working on what the Property and Community review process will look like. Given the sensitivity of the subject matter, she intends to test the Diocese’s thinking with the Episcopal Vicars, and to trial the approach in one partnership before rolling out the methodology across the whole Diocese. This means that the process will take a little longer, but hopefully we will do it better.

Fiona referred to our ‘One Year On’ document, and specifically noted the importance of dialogue, and the key role of the PDG. She is willing to come back to a future meeting if we would find it helpful.

1. **One Year On – review of the first 12 months of the partnership**

 *Deferred to a separate meeting*

1. **Launch of the new parish of Bl. Edmund Duke in East Durham**

The parishes of Trimdon, Coxhoe and Sedgefield officially merged on 1 July and became the parish of Bl. Edmund Duke. Much of the administration has been merged for some time and the parish is now moving to one bank account.

**AP1:** Margaret to include an item on the creation of the new parish, and some information about Bl. Edmund Duke in the next newsletter.

1. **Proposal for new parish in West Durham**

Proposal documents have been written by each of the 3 parishes in West Durham, following consultation on the proposal to form one parish. The 3 parishes have been working together for some time and sharing services. e.g. at Easter, and the primary schools are already federated. Amalgamation will streamline administration and provide a strong basis for the future.

There is already a shared identity – the 3 parishes see themselves as a family of parishes and meet together as the St. John Boste pastoral area. But the parishes also have different characters and there are still some concerns to be addressed on sensitive issues such as finance. Experience from Durham Martyrs shows that this is to be expected.

The parishes see more advantages than disadvantages and hope to proceed from early 2019. The PDG confirmed their support, whilst acknowledging that a move to one parish in West Durham does not preclude further change at a later date.

**AP2:** Margaret to confirm the next steps to progress the proposal.

1. **Finance committee**

The committee met for the first time. Fr. Andrew and Fr. Shaun represent the clergy, with the other priests of the partnership ex officio members. All parishes have lay representation (Bl. Edmund Duke parish to be confirmed). Christine Brennan is secretary to the committee.

The purpose of the committee is:

1. Scrutiny of the Partnership budget and accounts
2. Discussion on significant expenditure in parishes (consultative)
3. Proactive discussion on good practice in finance, e.g. looking for efficiencies such as shared purchasing, etc..

John Marsland will act as interim chair, until the committee is established.

1. **Development Plan – progress on the 6 strands**

*Deferred to a separate meeting*

1. **General Data Protection Regulation (GDPR)**

The Diocese will issue guidance on action required to move towards compliance under GDPR. The Information Audit questionnaire has already been completed for the University Chaplaincy (as a department of the curia).

The PDG agreed that the data protection role in a parish can be daunting, and that there are benefits in the reps in our partnership working together.

**AP3:** Fr. Andrew to forward the letter from the Diocese to Margaret. Margaret to review what is expected and contact the data protection leads.

1. **Adoremus**

We have 8 delegates going to the Eucharistic Congress. We expect to share travel arrangements with Washington and Sunderland, and we will look at follow up activity in the partnership after the congress.

1. **Any other business**

The Discipleship Conference: this conference is for everyone involved in partnership development. The PDG agreed that we would extend the invitation to the members of the sub-groups working on the 6 strands of our development plan.

**AP4:** Margaret to email information to the PDG, and PDG to confirm to Margaret whether they are able to attend by 5 September.

**AP5:** Leaders of the 6 strands to pass the information on to the people in their groups, and to confirm to Margaret names of those who are able to attend by 5 September.

Feedback from the Council of Laity: Graham reported back from the recent meeting of the Council. The theme was leadership, and it was a useful opportunity to reflect on how partnerships are developing. Graham was particularly impressed by the contributions from the members of the Youth Council.

**Next meeting:** 28 July 2018 - afternoon for PDG at Ushaw