

THE CHURCH OF SCOTLAND MISSION AND DISCIPLESHIP COUNCIL

21 June 2010

MINUTE

In the absence of the Convener and Council Secretary for the morning session of the meeting, the Vice-Convener, Rev David Cameron, offered a welcome to all members to this meeting of the Council which took place in the Orocco Pier Hotel, South Queensferry.

A list of Council members present and apologies received is attached to the Minute as Appendix I.

The Vice-Convener constituted the meeting with worship and prayer.

389. DECLARATION OF INTEREST

The Council Secretary had advised that in future this item should appear in all agenda to allow members of Council the opportunity to declare, if appropriate, any direct interest they might have in any item of business. This interest would be recorded and the Council understood that it would not be appropriate in such circumstances for a Council member who has declared an interest in a particular agenda item to take part in the discussion of that item. **Action: Council Secretary/Administration Manager**

390. MINUTE:

The Minute of the meeting of the Council held on 12 May 2010 was considered and approved.

391. GOVERNANCE:

The Council noted the circulated Governance Paper, indicating that structural change has a consequent affect on operational matters, and agreed the following:

1. All final policy decisions will be taken by the Council and staff will develop policy in collaboration with relevant Council members.
2. An Executive will be formed consisting of the Convener, Vice-Conveners, Council Secretary and Senior Staff as required. This group will meet between Council meetings.
3. The full Council will meet twice per year overnight in June and January, and at least twice for full day meetings, with overnight accommodation offered to those travelling from a distance. Council members are encouraged to discuss their requirements with the Administration Manager well in advance of any meeting. **Action: Council**
4. When arranging dates for meetings, consideration will be taken of key requirements in the church year, ie budget setting, General Assembly reporting, etc. **Action: Convener/Council Secretary**
5. In addressing an issue raised by the Consultants, during the review, the whole staff team will be in attendance on the first days of the overnight meetings to help with building good and effective relationships.
6. Three further publishing-experienced members will be appointed to the Council, as agreed by the General Assembly, and will form a Resources Group to oversee and develop with staff members of Life and Work and Saint Andrew Press. Council members were asked to consider names of those appropriate for these appointments and pass this information to the Administration Manager. **Action: Council**
7. The Rural Strategy Group will continue and be convened by a Council member, with membership drawn from the wider church.
8. The three other areas will have a Vice Convener and ordinary Council member attached, working with the respective Team Leaders and other individuals related to the particular area of work, but who are not necessarily members of Council. The membership of the Scottish Storytelling Centre Executive will be considered as part of the current review of that area. One Vice-Convener will also be appointed as Deputy Convener to work with the Convener and Council to develop and facilitate the work of the Council.
9. The involvement of most Council members will be to attend Council meetings and perhaps represent the Council on another body as necessary.
10. The wide range of skills of Council members will be considered and passed to the Team Leaders for engagement in short life project groups as required. A register of this involvement will be kept to maintain a fair balance.

11. The online information centre will be developed and used between meetings in the event of decisions being required and additional Council meetings may be called in extreme circumstances. Podcasting will also be used to inform the Council of detail between meetings.
12. All project details will be worked through in their respective groups and these will be brought to the Council, and will be costed for a final decision on whether they go ahead or not. Further information on this will be brought to the August meeting.
13. The Senior Staff Team will meet every Wednesday morning to allow ongoing discussion, co-ordination, collaboration and operational control. The Convener will attend these meetings occasionally.
14. Council members understood they are expected to apply to their duties the same standards as are required of charity trustees.
15. All work will be core to the Council's statement of purpose, with all being gauged against the four key criteria points: congregational resourcing, outreach, leadership development and re-imagining.
16. Capacity to bring in new work and 'blue sky' thinking will be created.

392. STAFFING: Restricted

393. MEMBERSHIP:

(a) Welcome to new members:

Rev Gary Caldwell, Mrs Pam Mitchell, Rev Mairi Lovett and Rev Dan Carmichael, who had been appointed to the Council at the recent General Assembly, were all welcome to the Council. Mr Chris Plews, co-opted member, was unable to attend at this time.

New and existing members of the Council were urged to register with the Online Information Centre, if they had not already done so, and would find all information available there.

(b) Guidance paper:

The guidance paper from the Principal Clerk's office was issued to all members for information.

(c) Vacancies in membership:

The Council noted that the membership had been increased by a further three members with knowledge of the publishing area. All were urged to consider any suitable persons and pass those names to the Council Secretary. **Action: Council**

The Council also agreed to contact members who had not been able to attend meetings for some considerable time to invite them to review their membership. **Action: Convener**

(d) Faith in Scotland Community Action Fund (FISCAF):

The Council noted with sadness the recent death of Rev Irene Bristow, who was a member of the Council as a representative of the above Fund.

394. POLICY:

(a) 2010 General Assembly:

(i) Collated Council Deliverance

The Council considered and agreed the Deliverance paper from the General Assembly which had been placed into the areas responsible for their undertaking; these will now be distributed to be taken forward, where appropriate working collaboratively with other Councils of the church. As the Rural Church Conference has been postponed to October 2011, this Deliverance will be removed.

The Council noted that a request had been made to the Special Commission for item FE4 to be removed as the work has already been done and accepted by the Ministries Council, but this had been refused.

(ii) Reflections

The Council expressed its support and appreciation of the Convener's speech at the General Assembly, and he was commended on his handling of the contentious issues. The Convener gave the Council a brief resume of the discussions and meetings that had taken place over those issues.

(b) Future work of the Council: Restricted

395. FINANCE:**(a) Management Accounts**

The Finance Manager presented the Management Accounts for April 2010. The Council noted that £350K is available to fund all of the work of the Council, not including the Scottish Storytelling Centre, and understood that all work decisions made must include financial consideration and appropriateness. The Finance Manager agreed to produce a summary sheet with future Management Accounts giving an explanation of this amount. **Action: Finance Manager**

The Finance Manager reported that the accounts for the Storytelling Centre will now be dealt with the Accounts Department and he will bring draft budget information for 2011 to the next meeting of the Council.

The Council noted that the recent redundancy costs amount to almost £100K.

Saint Andrew Press: Restricted**(b) Augusta Lamont Bequest Fund application**

The Council agreed the following application to the above bequest:

- i. £5K to fund a transition programme for primary school pupils going to Dunoon High School
- ii. £1,547 towards young people attending youth week on Iona this summer

The monies will now be authorised for payment. **Action: Administration Manager**

This fund is for youth work in the Cowal Peninsula and is administered between the Presbytery of Argyll and the Council, with all grant applications requiring Council agreement before payment is made.

396. COMMUNICATIONS:**(a) Life and Work leaflet**

The Council agreed that information on the new structure should appear in an issue of the magazine before the end of the year. **Action: Council Secretary**

397. THE GUILD**(a) Invite to The Guild Annual General Meeting – 28 August 2010:**

The Convener had received an invitation to the above meeting but is unable to attend and members were asked to consider attending in his place. Anyone interested was asked to let the Administration Manager know by the end of the month. **Action: Council**

398. DATE OF NEXT MEETING:

The Council resolved to meet on Monday, 23 August overnight to Tuesday, 24 August 2010, with the venue to be confirmed. All staff will be in attendance for the first day, with the Council meeting taking place the following day.

399. POWERS TO CONVENERS AND SECRETARIES:

The Council resolved to give powers to the Conveners and Secretaries to take necessary actions prior to the next meeting of the Council.

400. CLOSE OF MEETING

The meeting was closed in prayer.

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Rev Mark Johnstone
Convener

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Dr Steven Mallon
Council Secretary

MISSION AND DISCIPLESHIP COUNCIL

21 June 2010

Sederunt:

Name	21 June 2010
Rev Mark E Johnstone	✓
Dr Steve Mallon	✓
Mrs Shirley Billes	X
Rev Alan Birss	✓
Rev Gary Caldwell	✓
Rev Daniel Carmichael	✓
Rev David Cameron	✓
Rev Alistair Cherry	✓
Rev Camille Cook	X
Miss Esme Duncan	✓
Mrs Linda Dunnett	✓
Mrs Elspeth Dale	✓
Rev Dr James Francis	X
Dr Brian Fraser	✓
Mrs Mary Gargrave	X
Rev Dr David Graham	X
Mr John Hawthorn	✓
Dr David Lewis	X
Mrs Mairi Lovett	✓
Rev Dr Peter McEnhill	X
Mrs Pamela Mitchell	✓
Rev Fraser Penny	✓
Rev Kenneth Petrie	✓
Mr Chris Plews	X
Rev John Purves	✓
Mr Neil Pratt	✓
Rev Dave Sutherland	✓
Rev Eleanor Macalister	✓
Rev Gordon Jamieson	X
Rev Sheilagh Kesting	X
Rev James H Simpson	X
Mrs Norah Summers	✓
Rev Nigel Robb	✓
Mr Kenny Roger	✓
Mrs Eva Elder	✓
Mrs Lesley Hamilton-Messer	✓
Ms Fiona Fidgin	✓

N/R – Not required