

**Diocese in Europe**  
**The Anglican Chaplaincy of Midi Pyrénées & Aude**  
whose mission is to:  
**Know and worship God, serve him and each other and build his  
community**

**Minutes of the Midi P and Aude Chaplaincy Council Meeting**

**Wednesday, September 6, 2023 at 19.30, via Zoom**

**Attendees:** Clive Billenness, Gill Heyworth, Georgina Hodgson (Secretary), Richard Holmes, Peter Hooper (Chair), Ginny Jenkins, Ross Jenkins (Treasurer), Freda King, Tricia Lauanders, Kevin Megarry, Anita Phillips, David Phillips, Gavin Porter, Celia Scott, Samantha Silverthorn, Margaret Snow, (16)

**Apologies:** Kate du Toit, Penelope Wanklyn (2)

**Observers:** Geraldine Byrne, Nick Byrne, Colin Ellis, Eileen Gillon, Malcolm Rigley, Peter Snow (6)

**1. Opening Prayer**

David opened the meeting with a prayer.

Samantha volunteered to open the next meeting with a prayer.

**2. Welcome**

Peter welcomed all present.

**3. Attendance & Apologies**

As above.

**4. Minutes of the last meeting on June 15, 2023**

With no comments or changes the minutes are deemed true and accurate and are approved unanimously. Margaret proposes and Kevin seconds.

**5. Confirmation of Council's continued support for the Ministry of our Readers  
Malcolm Rigley and Peter Gibbs**

Diocese is renewing Reader's licence for Peter Gibbs and Malcolm Rigley and asked for the Chaplaincy Council's support. Gill proposes and Tricia seconds.

Proposer: Gill

Seconder: Tricia

Result of vote: In favour 15

Abstained: Clive

**6. The future: Full time Chaplain, House for duty/Part time Chaplain, Full time paid administrator, Locums, Stay as we are, etc.**

Peter points out that this item is the main purpose of this meeting. The Chaplaincy Council elected at the Autumn 2022 ACM was tasked with sorting out the remaining issues from the past. The role of the new Chaplaincy Council elected at the May 2023 ACM is to look forward and examine different possibilities for the Chaplaincy's future. Grass-root worship is starting to take place and we need to start considering options open to us. No formal decisions are expected at this meeting and Peter invites comments from the members.

Ross would like more information about a Full time Administrator: job description, cost.

Ginny is keen on the idea of an Administrator who perhaps would be a volunteer while there were only a few hours required but would eventually be working much more and be paid.

Sam deplors the fact that Toulouse congregation is only able to have fortnightly services for lack of resources.

Anita would like us to look at Clergy options first and feels that if the ministry side has been secured first, the administrative side would follow.

Tricia would love to see us having a full time Chaplain if we can afford one.

Clive asks whether other Chaplaincies could perhaps give advice and share experiences.

Peter says that the Aquitaine Chaplaincy has an administrator and will ask the Diocese to look at different mandates: 3-year and/or 5-year and advise.

Gill says that we need a shepherd, someone with authority to guide us. She realises that this will be hard to achieve and for this we need a good Stewardship campaign to fundraise.

Ginny says that we have four Ministers with PtO and that perhaps, as an interim measure, one could be a lead PtO Minister, be part of the Chaplaincy Council and also Chair.

Ginny also feels that the Brens congregation needs support and encouragement.

David is very much in favour of exploring the Ministers with PtO option and feels that we should perhaps undertake a recruitment exercise

Clive feels we should exploit the Locum route at specific times of the year.

Anita says that guest Ministers could be invited at the busy times of the year.

Sam points out that Locums do not provide continuity although some could come again.

Peter says that we could either start with the financial aspect: what we could afford or, decide what we want first and then start a Stewardship campaign. There are various options:

House for duty - 2 days/week and house is the cheapest one.

Part time Minister - 4 days/week, house and stipend.

Full time Chaplain - 6 days/week, house and stipend.

A combination - Interim ministry (Locum) for a short period - a shepherd - to start a Stewardship campaign and bring the Chaplaincy up to a point where it will be able to start a recruitment process which will take one or two years.

Peter feels that we can only afford the House for Duty option at the present time and perhaps find someone who would consider a part time post. This could be a recently retired minister who wishes to continue providing ministry.

Anita feels we should take on board the suggestions made today and work with the Finance Committee on the different options to determine what is affordable.

Ginny suggests that, since housing is the largest cost, we either look for someone in the Chaplaincy with available accommodation which could be used, or reduced price/free accommodation no longer needed but the Catholic Church perhaps in Montauban.

Gavin suggested that perhaps somebody from the UK could provide leadership or some of the things needed by ZOOM making occasional visits to France.

Peter asks the members:

- How important is it to have leadership in order to run a Stewardship campaign; and
- Could you run a Stewardship campaign without first choosing a clear option?

Sam says that we should run a Stewardship campaign regardless.

Ginny feels that we need a leader in order to run the Stewardship campaign.

Gill agrees with Sam, we should run a Stewardship campaign with a clear goal in mind of having a Chaplain.

Anita feels that we need to decide on an option first - House for Duty or a part-time Minister - before starting a Stewardship campaign.

Margaret says that a Stewardship campaign would be a good idea but that it would need to be a continuous effort.

Peter would like the Finance Committee to cost the different options. He will also ask Bishop Robert to suggest someone who would be interested in providing ministry to our Chaplaincy for a period of two years.

Freda expressed heartfelt thanks and admiration to all members present and said her late husband's favourite quote by Julian of Norwich: All shall be well, all shall be well, all manner of thing shall be well.

## **7. Approval of Terms of Reference for Kevin's Mission**

Peter said that Clive and Kevin will produce another set of detailed Terms of Reference. Kevin said that he will only start work once these have been agreed.

David questioned the purpose for Kevin's mission to review the accounts which have been properly examined at the time and does not see any need in doing it again.

## **8. Safeguarding**

Celia reiterated that it is required from all members of Chaplaincy Council to have completed the Basic Awareness Safeguarding course. She informed the Council that she and Malcolm (Reader and Safeguarding Officer for Vayrac) have recently completed the Trainer Safeguarding course and are both now qualified to lead the Leadership course (previously called Level 2) either in person or online. They have prepared a budget for this and this had been circulated prior to the meeting.

Peter would like Celia to clarify to the next meeting who needs to do the Leadership Course.

Ross asks Celia to present the budget to the Finance Committee which will then be incorporated in the 2024 budget.

## **9. Finance Committee**

- a) Financial summary at end of July, 2023 (circulated)

Ross informs us that income and expenditure for July were in line with the annual budget for 2023. More than half of the common fund had been paid in June and the remainder was paid in early September.

- b) Fees for funeral services (circulated) - Postponed to next meeting
- c) Briefing on restricted funds (PH) - Postponed to next meeting

**10. Communications Committee** - Postponed to next meeting

## **11. Update on Chaplaincy Zoom Account**

The licence has been purchased and Celia is learning how to use it. She will inform the next Council meeting of the exact status.

**12. Information cascading to Worship Centres** - Postponed to next meeting

**13. Date and time of the next meetings to be agreed: November 8, February 1, April 10, ACM May 22**

With a few unfinished items of business still on the Agenda it was agreed to hold a follow-up meeting in October. Peter will propose a couple of dates and send them to Georgina.

**14. The meeting closed with Grace at 21h48.**