

**Churches Together in England,
27 Tavistock Square,
London, WC1H 9HH.**

1. Welcome and Introduction

2. Present:

Martin Bradley (MnB), Judy Davies (JD), Mary Currie (MC), Derek Fraser (DF), Paul Graham (PG) Iain Macritchie (IM), Malcolm Masterman (MM), David Mitchell (DM), Jack Moore (rep NIAHC) Mark Stobert (MS), Stephen Thornton (ST).

3. Apologies

Mark Burleigh (MkB), Derek Johnston (DJ), Brenda Maitland. (BM).

4. Minutes of the meeting held on 5 June 2014 were agreed as correct

5. Matters Arising

Report from Visit to North Herts. Trust from MC and DM

- i. Met with the PALS and Assistant Nursing Director
- ii. MC and DM were impressed with the chaplains but identified the need for SOPs that would bring clear boundaries to roles and activity.
- iii. The discussion highlighted the issue about the boundaries with RC constituency and its response to UKBHC agenda.
- iv. There is a clear need to communicate with RC constituency and seek engagement to win hearts and minds.
- v. There is uncertainty arising from several recent articles by Jim Mc Manus and the apparent misunderstanding about registration and the place of faith communities.
- vi. There was a need to develop personal relationships
- vii. MS would be in contact with Jim McM as he was in the Birmingham area.

I. PAS Accreditation Application

a. MS presented the PSA Application as it stands together with a discussion paper of issues still needing to be addressed. The following was noted:

b. 7f The Public section of UKBHC website will be strengthened

c. 7g MFGHC has a new name

d. The following developments were suggested

Data base of the areas that Chaplains were working in

Case studies of chaplains working beyond the boundaries to illustrate the depth and breadth of the scope of chaplaincy professional activity

e. Affordability

DF reported on conversations with Rangit Sangera in NHS England

There is no money this year to support the application

There may be financial support next year

Chaplaincy is likely to move to Chief Nurses Office therefore a conversation with the Chief Nurse is very necessary.

DM stated that without upfront funding annual registration fees would have to increase. \the projected incomes would be:

@ £35 per annum and 350 registrants income will be £12,000

@£50 per annum and 350 registrants income will be £17,000

There is therefore a clear need to sell registration to the CNO

f. Fitness to Practice Procedures

The meeting formally adopted the draft application to PSA and with it the Fitness to Practice Procedures and the statement on the Duty of Candour included in the revised Code of Conduct.

Prop: MS Sec: DM

Much gratitude was expressed to MB for his work in leading the FtP work.

Lead Officers Reports

i. Professional Advisors

1. MM would be presenting a report to the AGM
2. MM reported that he had not been paid since April 2014

ii. Registrar

- a. IM reported that the website seemed to give the impression that CPD return was voluntary. This has been corrected.
- b. A final written warning had been issued in June, but responses to this suggested that no other reminder had been issued prior to it.
- c. There were 381 registrants. 98 fees were outstanding (down from 257)
- d. The meeting agreed to an amnesty for 2013 CPD returns as the process was unclear.
- e. JD congratulated IM on the letter sent in June
- f. Comments include disgust at the lack of communication and of the lack of an acknowledgement of the receipt of CPD.
- g. DF has written an article for Journal and will write a note on CPD for The Newsletter

iii. Treasurer

The registrar will send a letter of suspension to all registrants that have not paid fees by end of September 2014.

DM would be presenting a report and budget to AGM

7.0 AOB

The importance of selling the professional dimension of chaplaincy and the role of UKBHC and registration to Jim McManus.

DM will bring a draft of some constitutional changes that need to be made to the December board meeting



The meeting agreed to appoint MM as an ex office member of the board until the board were able to appoint a successor.

11.0 Future Dates

AGM will follow the next board meeting at 2.00 p.m.

The next board meeting will be Thursday 4 December 2014 at Tavistock Square.