

**Minutes of Chapter Meeting
held at 12.00 p.m. on 8 February 2016 at the vicarage of St. Mark Bromley**

Present - Roger Bristow, George Collett, Jan Durrens, Richard Handforth, Andrew Jablonski, Napo John, Alan Keeler, Angela King, Andrew McClellan, Alan Mustoe, Ruth Peet, Steve Varney

Apologies - Liz Davis, Paul Farthing, David Herbert, June Hurn, Anne Jablonski, Dave Johnston, Carol Morisson, Alison Newman, Richard Norman

Other - Katrina Barnes, Iain Broomfield, Richard Finch, Lyn Hallam, Andy Hobbs, David Howath, Matt Lloyd, Anne Townsend

We began with an exchange about the general low attendance or provision of evening services.

Revd. Julie Bowen has been appointed to St. Andrew Bromley and will be Collated at 7.30 p.m. on 15 March. There are plans for Biggin Hill and Keston to be moved to Orpington Deanery.

Taking Funerals Seriously - A number of the chapter had attended this event. Some people had supplied the names of Funeral Directors that they have worked with last year. There are many FDs both in the Deanery and outside we are in contact with. How do we ensure FDs are visited and told about what we offer? We discussed how we might up our game on funerals. Alan, Steve, Roger and George will be looking at good practice. Initially FDs want a quick reply to a phone call and for an acceptance of a request. How can we share resources so we can always take on a request and find someone to cover if we personally cannot do the service? We discussed who gets paid and that getting FDs to send cheques to other parishes or have to produce many cheques can be off-putting. We also spoke of the parish system being subverted by tame PTO clergy taking service and the fees.

Hospital Chaplaincy - We noted the request from Revd. Tim Mercer for chaplaincy support (document attached). We are requested to keep an eye open for people we know who might like to do this.

Maundy Thursday - Lindsay Llewellyn-MacDuff has asked for ministers to assist with anointing. Eight people have volunteered. Jan Durrens joined the company.

Deanery Website - So far four parishes have a link on their home page to the deanery site. There were various views about this. The Area Dean would still like parishes to promote the Deanery with this simple method. There are a wide variety of styles of website some more clear and informative than others. In one case it does not even work. If you would like to up your game Church Edit is both good and endorsed by Rochester Diocese.

Conflict of Interest Policy - Andrew Jablonski asked if anyone had one. With a negative answer he was asked to approach the Archdeacon.

Three Faiths Forum - Steve is working to get this going again in April after an approach from an enthusiastic rabbi. He also has interest from Farhana Mayer who spoke at Deanery Synod last year about the Muslim faith and current issues.

St. John's Lent Lecture - God and the Environment, Chris Naylor Executive Director of A Rocha at 7.30 p.m. on 28 February

Change of Meeting - 12 September now 19 September still at Christ Church Chislehurst with Paul Wright in attendance.

Date of Next Meeting - 12.00 p.m. on 15 March at the vicarage of St. George, Bickley.

KING'S COLLEGE HOSPITAL NHS FOUNDATION TRUST

Bank Chaplains: paid post signed on with CAPITA for role-relatively easy engagement with chaplaincy workforce:

- JD Band 6 chaplain basis for job and
- chaplaincy induction re team, calls, recording, etc.
- Candidates send in CV and 2 references; then checked re DBS; Occupational Health; etc.

We want to add a few more Church of England priests and licensed lay ministers to our bank chaplains team for **on-call and call-outs**. Chaplains are paid to be on call and paid at chaplain rate band 6 when called out: time from call to return home. We hope to do this rapidly.

Our current expansion is part of our response as King's goes on to a 5 year planned transformation and, like many Trusts, moves through the current NHS challenges.

We need to have a number of bank chaplains in place for limiting on-call burdens for employed chaplain; covering some holidays and compassionate leave and covering or sharing weeknight on-call (e.g. 5pm to 9am) or weekends (parts or whole) on-call.

Chaplaincy Volunteers: unpaid-some expenses may be available for regularly committed volunteers

- an induction and orientation process with King's
- plus induction within the Chaplaincy Team
- ward visiting : listening; conversation; silence
- rites: holy communion at the bedside; prayers
- review; handover and communication process;
- reflective practice and training opportunities.

Typical commitment of a half day; some do a whole day and more; timing negotiated. **Roles:** Visitor and Eucharistic Minister; new role Chapel & Prayer Room Volunteer (welcome; support to use, liturgy and referral; sensitivity; this could include a Sunday 11 a.m. Eucharist role)

It would be helpful to have some suggestions of possible candidates or contacts for bank chaplains and for potential chaplaincy volunteers

Rev'd Tim Mercer
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