1. **Prayers**
   1.1. The Chair opened the meeting with prayer.

2. **Minutes**
   2.1. The minutes were approved as an accurate record of the meeting on 17 February 2016.

3. **Matters arising**
   3.1. *Minute 1.2*: This matter was in hand, but not yet completed.

4. **Assessment of the meeting of the House on Friday 8 July**
   4.1. Feedback on the meeting had been positive, though there was a sense that the meeting had been slightly rushed due to pressure of time. It was hoped that there might be at least one further meeting of the House in the current quinquennium (in addition to any other meetings that were required in respect of Article 7 Business) and that more time could be allocated to it.

   4.2. It was likely to be clearer after the February 2017 group of sessions whether there were any emerging issues in the Renewal and Reform work in which the House had a distinctive interest and which would justify a further meeting of the House in July 2017.

   4.3. The Standing Committee agreed to meet over lunch on the penultimate day of the February group of sessions to assess whether a further meeting would be desirable in July.

   **Action:** Secretary

5. **Any other business**
   5.1. Penny Allen (Lichfield) had expressed concern at the meeting of the House that members of Synod were being asked not to participate in the Shared Conversations if they could not be present for all the sessions. The email sent
to those members who had said they could not be present throughout for quite legitimate reasons had come too late for travel tickets and accommodation to be cancelled without incurring the full cost. The tone of the email had been unfortunate and had caused some members to feel excluded.

5.2. The Standing Committee agreed that communications around the Shared Conversations and expectations of those attending could have been both clearer and more timely. There was a valuable lesson to be learnt from this for any future process.

5.3. It was agreed that the Chair would write to Canon David Porter expressing those concerns and asking him to write to those members who had received the email to give a fuller explanation of why it was important that members could participate in all sessions. The letter would also ask him to give a fuller explanation to the whole Synod.

Action: Chair / Secretary