



The **United Reformed Church**
National Synod of Wales

Yr **Eglwys Ddiwygiedig Unedig**
Synod Cenedlaethol Cymru

Cyfarfod Synod yr Hydref
Autumn Synod Meeting

Saturday 12th October 2024
The Priory Centre, St Mary's Priory,
Abergavenny NP7 5ND

or

Join Zoom Meeting

<https://us06web.zoom.us/j/86803629756?pwd=Z3cOG7oj6r075gobofejTjuOT9hFsj.1>

Meeting ID: 868 0362 9756

Passcode: Synod12

Yr Eglwys Ddiwygiedig Unedig Synod Cenedlaethol Cymru
The United Reformed Church National Synod of Wales

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Resolutions

Resolution 1: 2023 Accounts

Synod Meeting receives the accounts for 2023 as summarised in [Appendix C](#).

Resolution 2: 2025 Budget

Synod Meeting approves the Synod General Fund Budget for 2025 as shown in [Appendix D](#).

1. Notices

1.1 Venue

The meeting will take place in The Priory Centre at St Mary's Priory, Abergavenny. Look out for the URC logo signs.

1.2 Food and Drink

A complimentary buffet lunch will be provided. If you have any special dietary requirements (other than vegetarian), please let Joel Sainsbury (joel.sainsbury.urcwailes@urc.org.uk) know before Monday 7th October. In addition, tea and coffee will be available on arrival and during the lunch break.

1.3 Directions:

By rail:

We encourage you to travel via public transport where possible and have timed the meeting to enable this from most parts of the synod.

Abergavenny railway station is on the main railway line between Newport and Hereford. From the station it is approximately 15 minutes on foot (0.6 miles) to the Priory Centre.

By road:

The Priory Centre is located on the A40 (the main road through Abergavenny).

1.4 Car Parking

Pay and Display parking is available in the Bus Station car park to the rear of the building.

1.5 Visitors

Everyone is welcome to attend and participate in the Synod Meeting, although only members of Synod will be able to vote. All speakers are asked to identify themselves by name and local church.

1.6 On Arrival

- a) For Synod representatives: Please collect a label, to act as your name badge, and an expenses claim form. You may claim the cost of public transport, or car travel at variable rates depending on the number of people in the car. Please complete your expenses form with your bank details and leave it in the box before you leave: payment will be made electronically soon afterwards. If you would like the Synod to claim Gift Aid on all or part of your expenses claim, please complete the relevant section of the form. Please exchange your completed attendance card for three voting cards, which should be returned at the end of the meeting.

If you require a printed copy of the meeting papers, please contact Megan Price at megan.price.urcwailes@urc.org.uk by Tuesday 8 October. Printed copies will only be available for those who have requested one.

b) For visitors: Please collect a label, to act as your name badge.

1.7 **Quiet Space**

A Quiet Space will be available for anyone who feels overwhelmed or needs a moment of quiet during the day. This will be signposted at the venue or speak to a member of the Synod Support Team to find out more.

1.8 **Bookshop**

We will have a selection of items from the URC Bookshop for sale, including the 2025 URC Prayer Handbook and URC Diaries. This year, we will be able to take payment via PayPal.

1.9 **Synod eNewsletter**

If you are not already subscribed to the synod's monthly eNewsletter – with news of people and places, information and requests, events, resources, etc. – you may do so by following this link: <https://bit.ly/2MGqveS>.

1.10 **Forthcoming Synod Meetings are as follows:**

Saturday 15th March 2025 a virtual meeting using Zoom

Saturday 18th October 2025 a hybrid meeting in person and on Zoom

2. Agenda

It would be helpful to those involved if any questions on the reports that are not the subject of resolutions could be supplied in advance to the Synod Clerk (megan.price.urcwailes@urc.org.uk).

10:30 **Gathering and Refreshments**

11:00 **Opening Worship**

Commemorations and Ministerial Anniversaries

Introductions and Notices

Minutes of Spring 2024 Synod Meeting ([2024 Spring-DRAFT-Minutes](#))

Matters Arising from the Minutes

Finance and Property Board/URC (Wales) Trust Company:

2022 Accounts ([resolution 1](#))

2024 Budget ([resolution 2](#))

A Rocha and Eco Church – Good News for God’s Earth

Safeguarding in a Welsh Context

13:00 **Lunch (see [Notices 1.2](#))**

14:00 **Christian Aid**

Legacies of Slavery – how do we respond?

Reports to Synod

Closing Worship

15:30 **Finish**

3. Synod Support Team

FOR NOTING:

3.1 General Assembly 2025

In 2025 there will be an additional extraordinary session of General Assembly to discuss proposals coming out of the Church Life Review. Because of this, anyone wishing to attend on behalf of the synod is asked to commit to both sessions:

Friday 4th to Monday 7th July 2025 at The Hayes Conference Centre, Swanwick, Derbyshire

Friday 14th to Sunday 16th November 2025 at Kents Hill Park, Milton Keynes

The National Synod of Wales is able to send sixteen representatives, at least six of whom should be Ministers/CRCWs and at least six of whom should be lay representatives. All the costs of attending are covered, including travel, accommodation and meals.

A leaflet – ‘They’ve asked me to be a Member of General Assembly’ – which gives an overview of the role and obligations of being a member, as well as the work of the General Assembly itself, can be viewed and downloaded here:

<https://bit.ly/2lkaqHe>.

Expressions of interest are now invited from those who would be interested in being part of the synod’s cohort next year. Please contact the Synod Clerk (megan.price.urcwales@urc.org.uk) before Monday 6 January 2025. The final decision about the synod’s representation at General Assembly will be made in January 2025, taking account of balance and when an individual last attended.

3.2 Moderator of General Assembly 2026-2027

Nominations are now sought from the churches in the Synod of candidates to serve from the close of General Assembly 2026 until the close of General Assembly 2027. Local churches are invited to consider whether they would like to nominate to Synod a person in either category – Minister/CRCW and Elder – or in one or other category. Full details and nomination forms are included at [Appendix E](#).

FOR INFORMATION:

3.3 Synod Membership

The Synod may co-opt up to twenty-four additional members, being people with a particular role or responsibility within the Synod. Those who are at present co-

opted members of Synod for the duration of their respective appointments are as follows:

- Ian Lloyd-Parry (Convener of FPB)
- Megan Price (Synod Clerk)
- Judy Harris (CYDO)
- Maggie Kirkbride (Synod Lay Preaching Advocate)
- Revd Gethin Rhys (Cytûn National Assembly Policy Officer)
- Hunyoung Park, Philip Rickards, Carolyn Ridding, Pete Fawcett, Jill Shelton, and Verena Walder (Local Church Leaders)

3.4 **Nominations**

The up to date (at the time of the compilation of these papers) report of Nominations is included at [Appendix A](#).

4. Synod Pastoral Committee

FOR NOTING:

4.1 **Authorised Elders**

The list of Authorised Elders, approved by Synod Pastoral Committee, can be found at [Appendix B](#). All those listed have signified that they agree to abide by the 'Guidelines on Conduct and Behaviour for Authorised Elders'. All those listed have either provided a valid Disclosure and Barring Service (DBS) certificate, or completed a safeguarding self-declaration.

FOR INFORMATION:

4.2 **Ecumenical Ministry Post**

The Synod has been granted an Ecumenical Ministry post, to be based in the Mid Wales region. These new posts, aimed at underserved ecumenical contexts, were agreed at General Assembly 2023 and fall outside synod deployment targets. Work will be done over the coming months to prepare a profile and declare the vacancy.

4.3 **Ministerial changes**

Paula Parish resigned from the Bridgend United Area, effective 29 June 2024.

Revd Ian Kirby died on Saturday 24 August 2024.

Revd Kate Wolsey was Ordained and Inducted as Transitional Minister for the Pembrokeshire Region on Saturday 21 September 2024.

Revd David Jones (PCW) will be Inducted to the Alun Vale pastorate on Saturday 26 October 2024.

4.4 **Church changes**

St David's Uniting Church have moved from their home in Pontypridd to the former Castle Square building in Treforest. A service of celebration was held at Pontypridd on Saturday 20 July 2024 and a service of dedication will be held at their new home on Saturday 9 November 2024.

4.5 **Vacancies**

A vacancy remains in the Valleys Pastorate, comprising Hope and Market Square, Van Road, St David's Uniting Church and Bethany, Ystrad Mynach alongside some regional duties.

5. Mission and Discipleship Board

Mission and Discipleship Board continues to meet on Zoom.

FOR NOTING:

5.1 **Mission Enabler**

The Synod is looking for a new Mission Enabler. This is a voluntary role, serving alongside others in the Synod Support Team, to help churches and individuals engage and respond to and bring the love and hope of the Good News of Jesus Christ within their church and in particular their wider communities. The main focus is to enable and encourage others to be missional rather than to 'do the mission' for others. That is, to guide, inspire, equip, and facilitate people to confidently carry the Gospel into our everyday lives.

If you would like more information, please contact Julia Bartholomew or the Synod Office.

FOR INFORMATION:

5.2 **Eco Roadshows**

A series of Eco Roadshows are taking place around the Synod. These roadshows are an opportunity to meet together to consider how we might take action as churches and individuals. Participants share in worship and reflection; take a look at the Eco Church survey; plan next steps and share in creative responses and activities. There will be a Q&A session and practical help with registering as an Eco Church, with Claire our property officer and Delyth, the A Rocha rep for Wales. Contact Eileen Newington, Judy Harris or Jason Askew for further information.

The first Synod Eco Roadshow took place on Saturday 28 September 2024 at Rivertown URC, Shotton.

Further roadshows will take place on:

- Saturday 16 November 2024 at Albany Church, Haverfordwest
- Saturday 8 February 2025 at City URC, Cardiff
- Saturday 29 March 2025 at Christ Well, Swansea

More roadshows will be planned in 2025.

5.3 **A More Able Church**

A few years ago the Synod set out on a journey to educate, inform and help local churches be more welcoming and accessible to people with disabilities, seen and unseen. This initiative is called “A More Able Church” and was borne out of the CWM Disability Support Program in 2016. It is often buildings, environments and attitudes that are disabling and we recognise that each of us, to one degree or another, come with a variety of needs. A More Able Church encourages changes that help us all, but in particular people with specific needs, to flourish as human beings.

Members of the Synod have picked up this thread and are running a series of Zoom webinars to discuss these issues, asking how we can change people’s perceptions about disability and explore ways to enable everyone to be able to participate fully in church life.

Sessions have taken place on Sharing Stories in June and Faithful Perception in September, looking at sight loss. The next session will be Gracious Listening, discussing hearing loss, on Wednesday 20 November. Contact Adella Pritchard for more information.

5.4 **Children, Young People and Families Work**

The Synod is taking part in a trial of resources for Grandparenting for Faith and cards have been distributed to a number of churches.

Judy Harris will be attending the URC Children’s Workers Together Conference in November along with two Youth Workers from the Synod.

We do not currently have a Synod Youth Rep and have struggled to recruit one due to the nature of the role. The Synod Support Team are reviewing how we connect young people within the Synod and with the wider URC. If you are 25 and under and want to get involved, or know someone who is, please contact judy.harris.urcwailes@urc.org.uk

5.3 **Synod Stepwise**

Three participants are coming to the end of their Faith-Filled Worship stream in Swansea.

A Synod online Faith-Filled Life stream is planned for the winter months.

We hope to be one of the first synods to run the new Faith-Filled Environment stream in the new year. If you would like this stream please make sure that you have participated in the introductory stream of Faith Filled Life. Email Jason Askew for more information jason.askew.urcwailes@urc.org.uk

5.4 **Rural Affairs**

Julie Kirby continues to update on rural matters including chaplaincy at the Royal Welsh Show, and has highlighted the issue of young people in rural areas not

being able to find work or be able to afford to live near their home and support networks, developing poor mental health.

5.5 **North Wales Worship Hub**

A Worship Hub has been established in North Wales, led by Julia Bartholemew and with support from the Large Discipleship Development Fund. The Hub offers ongoing training, teaching and learning to those involved in leading worship in the region. The Synod Support Team are looking at how similar hubs might be encouraged to serve other regions across the Synod.

6. Finance and Property Board/Trust Company

FOR DECISION:

6.1 **2023 Accounts**

The United Reformed Church (Wales) Trust Company Accounts were received by FPB and approved by Trust Company Directors, noting that all funds were operating within budget and that the last year of operation had returned to surplus. A summary is included at [Appendix C](#). The full accounts are available upon application to the Treasurer (chris.atherton.urcwailes@urc.org.uk). [Resolution 1]

6.2 **2025 Budget**

The Synod General Fund Budget is presented for approval by the Synod Meeting. This can be found at [Appendix D](#). In line with resolutions passed at previous Synod Meetings the budget is a balanced one. The request to Inter Synod Resource Sharing is at the same level as the 2024 Budget request which recognises the current financial pressures across the denomination. In seeking the same sum as 2024, the budget has drawn income from sales of redundant buildings to enable the levels of activity across the Synod's priorities to remain the same despite increased base costs. [Resolution 2]

FOR NOTING:

6.3 **Mission & Development Fund – Templeton URC**

A development grant from the Mission & Development Fund was made in March to Templeton URC towards the building redevelopment project.

6.4 **Pembrokeshire Transitional Ministry**

In March, it was agreed to cover the ministerial expenses for the Pembrokeshire Transitional Ministry role.

6.5 **Daphne & Bethan Fund**

A grant from the Daphne & Bethan Fund was made in April to Rivertown URC for Advent packs.

6.6 **Mission & Development Fund – St David's Uniting Church**

A main grant and a repayable grant from the Mission & Development Fund was made in April to St David's Uniting Church for the redevelopment of the former Castle Square URC in Treforest.

6.7 **Health & Safety Fund**

A grant from the Health & Safety Fund was made in July for urgent repairs to St Andrew's URC in Cardiff.

6.8 **Mission & Development Fund – Swansea CRCW**

A main grant from the Mission & Development Fund was made in July towards the Swansea Region CRCW expenses.

6.9 **Ministry and Mission Fund**

Ministry and Mission Fund contributions in 2025 were agreed at £499 and £174 per member respectively for those with URC Ministry and those whose ministry is provided by other dominations. The 5% cap year on year increase would continue to be applied, as would reductions in the level requested of Ministry and Mission contributions for those within the bottom 25% of the Welsh Index of Multiple Deprivation (WIMD).

FOR INFORMATION:

- 6.10 In April, listed building consent from Pembrokeshire County Council was ratified for the removal of two pews from Tabernacle URC, Pembroke.
- 6.11 In July, approval was given for path replacement at Trinity Church, Llanidloes, and wall repair at Tabernacle URC, Llanvaches, subject to listed building planning permission.
- 6.12 FPB continue to maintain an overview of the Synod Budget and receive Management Accounts for the Synod General Fund and the Training Fund on a quarterly basis.

Resolution 1

Synod Meeting receives the accounts for 2023 as summarised in [Appendix C](#).

Resolution 2

Synod Meeting approves the Synod General Fund Budget for 2025 as shown in [Appendix D](#).

Appendix A: Nominations Report

Synod Support Team

Synod Moderator

David Salsbury From 1 April 2024

Synod Clerk

Megan Price 2022 –

Trust Company Secretary and Synod Treasurer

Chris Atherton 2006 –

Training and Development Officer

Jason Askew 2020 –

Children and Youth Development Officer (CYDO)

Judy Harris 2014 –

Safeguarding Officer

Diana Taylor 2021 –

Deputy Safeguarding Officer

Judy Harris

Officer for Ecumenical and Interfaith Relations

Martin Spain 2021 –

Moderator's PA, Office Manager and Cashier

Joel Sainsbury

Property Officer and Assistant Company Secretary

Claire Boot

Finance Administrator

Joanna Harris

Administration Officer

Maggie Kirkbride

Synod Boards and Committees

The Synod Moderator and Synod Clerk are ex-officio members of all Boards and Committees

Synod Pastoral Committee

Representatives of Regional Pastoral Committees:

North Wales	Paul Robinson
East Wales	Branwen Rees
Cardiff and Penarth	Martha McInnes
Valleys and Vale	<i>vacant</i>
Swansea	Verena Walder
Pembrokeshire	Stella Hayton
Mid Wales	<i>vacant</i>
Bridgend United Area	Richard Gillon
Brecon Beacons	Julie Kirby

Northern College (co-opted) Graham Adams

Ex officio

Training and Development Officer

Officer for Ecumenical and Interfaith Relations

Lay Preaching Advocate

In attendance: representative of the Youth and Children Working Group, Synod representative to the Commission of Covenanted Churches Faith and Order Group

Finance and Property Board

Convener	Ian Lloyd-Parry	2008 – 2026
Secretary	Property Officer	
Members:	Sheila Jones	2018 – 2027
	Lyn Oelmann	2018 – 2024
	Alison Tansom	2021 – 2027

Ex officio

Trust Company Secretary and Synod Treasurer

Office Manager and Cashier

Property Officer

Mission and Discipleship Board

Convener	Branwen Rees	2021 – 2026
Members:	Julia Bartholomew	2021 – 2026
	Judith Dolben	2018 – 2026
	Martin Spain	2021 – 2026

Ex officio

Training and Development Officer
 Children and Youth Development Officer
 Representative to URC Mission Committee
 Green Advocate
 Rural Advocate

Synod Office Management Group

Synod Clerk (Convener)
 Office Manager (Secretary)
 Trust Company Secretary and Synod Treasurer

Wales District Council

Officer for Ecumenical and Interfaith Relations (Convener)
 Synod Clerk (Secretary)
 Synod Moderator
 Synod Treasurer
 Together with others drawn together relevant to the location of the church being considered.

Safeguarding Reference Group

Safeguarding Officer (Convener)
 Deputy Safeguarding Officer
 Trust Secretary
 Pat Davies
 Lyn Evans
 Liz Jones
 Bethan Trott

Other Appointments

To General Assembly Councils/Committees/Panels, etc.

Nominations Committee	Synod Clerk	
Mission Committee	Branwen Rees	2018 – 2026
Assembly Commission for Discipline Panel	Martha McInnes	
Disciplinary Investigation Panel	Martin Spain	
Interfaith enabling group	Officer for Ecumenical and Interfaith Relations	
Safeguarding Committee	Safeguarding Officer	

To other URC networks, etc.

Green Advocate	Eileen Newington
Rural Church Advocate	Julie Kirby
Lay Preaching Advocate	Maggie Kirkbride
PLATO	Property Officer
URC Youth Representative	vacant
Synod Mission Enabler	vacant
Pilots Officer	Children and Youth Development Officer
Stepwise Co-ordinator	Training and Development Officer

Appointments made by General Assembly

Resource Sharing Task Group	Chris Atherton (secretary)
Net Zero Task Group	Judy Harris (for URC Children) Eileen Newington (for Synod Green Apostles)
Panel for General Assembly Appointments	Paul Robinson Megan Price
Ministries Committee Leadership in worship advocate	Maggie Kirkbride
Equalities Committee	David Salisbury (secretary)

URC (Wales) Trust Company Limited

Convener	Ian Lloyd Parry	
Company Secretary	Chris Atherton	
Assistant Secretary	Property Officer	
Trustees:	<u>Trust Appointed:</u>	
	Colin Grimes	annual appointment
	Ian Lloyd-Parry	annual appointment
	<u>Synod Appointed:</u>	
	Diane Moverley	2021 – 2027
	Sandra Wallace	2017 – 2026
	<i>3 vacancies</i>	

Synod Panel for Interviewing Ministerial Candidates

Co-ordinator:	Training and Development Officer
Members:	Julie Kirby Judith Negus Kathryn Price Branwen Rees Christine Roberts Jill Shelton Margot Seabourne

Ecumenical Appointments Made by Synod

Christian Aid	Ceri George	2019 – 2024
Commission of Covenanting Churches	Synod Moderator Officer for Ecumenical and Interfaith Relations Pat Davies	2018 – 2025
Commission of Covenanting Churches – Faith and Order Group	Officer for Ecumenical and Interfaith Relations Susan Durber	
Cytûn Trustee	Officer for Ecumenical and Interfaith Relations	
Cytûn Racial Justice Network	Megan Price	
Cytûn Laser Group	Chris Atherton	
URC/PCW Liaison Group	Synod Moderator Officer for Ecumenical and Interfaith Relations Lynda Bull Mike Dugdale Wendy Tansill Mathias Tchatchoua	2020 – 2025 2017 – 2025 2021 – 2025 2020 – 2025
URC/Methodist Liaison Group	Synod Moderator Officer for Ecumenical and Interfaith Relations Noel Davies Colin Harrison Stella Hayton	2021 – 2025 2016 – 2025 2021 – 2025
Church in Wales Governing Body	Officer for Ecumenical and Interfaith Relations	
Covenanted Baptists	Officer for Ecumenical and Interfaith Relations	

Appendix B: Authorised Elders

			Conduct & Behaviour	Safeguarding
North Wales				
St John's Buckley [◊]	Chris Byrne	to 31/12/2025	✓	✓
	Trefor Suddick	to 31/12/2025	✓	✓
St John's Flint [◊]				
Gloddaeth, Llandudno	David McKinlay	to 31/12/2025	✓	✓
Horeb, Dyserth [◊]	Trefor Suddick	to 31/12/2025	✓	✓
	Jennifer Jones	to 31/12/2026	✓	✓
Mold, Tyddyn Street	Julie Davies	to 31/12/2026	✓	✓
Rhos-on-Sea	Keith Harrison	to 31/12/2025	✓	✓
	Pete Fawcett *		-	-
	Carolyn Ridding *		-	-
United Church in Rhyl [◊]	Tony Barkley	to 31/12/2025	✓	✓
	Christine Randall	to 31/12/2025	✓	✓
Rivertown, Shotton	Chris Byrne	to 31/12/2025	✓	✓
	David Clarkson	to 31/12/2025	✓	✓
	Linsey Ann Dentith	to 31/12/2025	✓	✓
	Sheila Kavanagh	to 31/12/2025	✓	✓
Salisbury Park, Wrexham	Shirley Devaney	to 31/12/2025	✓	✓
	Barbara Jones	to 31/12/2025	✓	✓
Tabernacle, Holywell [◊]	Jon Stanford	to 31/12/2025	✓	✓
	Donna Jones	to 31/12/2026	✓	✓
East Wales				
Cwmbran	Diane Brain	to 31/12/2025	✓	✓
	Lyn Oelmann	to 31/12/2025	✓	✓
Stow Park, Newport	Maggie Kirkbride	to 31/12/2026	✓	✓
	Ron Prosser	to 31/12/2027	✓	✓
Tabernacle, Llanvaches	Russell Davies	to 31/12/2025	✓	✓
Cardiff and Penarth				
Bethel, North Llanishen	Sue Welpton	to 31/12/2026	✓	✓

Bethesda, Tongwynlais [◊]	Barbara Tomlin	to 31/12/2026	✓	✓
Beulah, Rhiwbina [◊]	Richard Edwards	to 31/12/2025	✓	✓
	Sarah Edwards	to 31/12/2025	✓	✓
	Alun Jones	to 31/12/2025	✓	✓
	Louise Morgan	to 31/12/2025	✓	✓
	Derek Evans	to 31/12/2025	✓	✓
Canton, Cardiff	Chris Atherton	to 31/12/2025	✓	✓
	Kenneth Woods	to 31/12/2025	✓	✓
City, Cardiff [◊]	Beth Charles	to 31/12/2027	✓	✓
	Nici Lintern-Gittens	to 31/12/2027	✓	✓
	Alison McQueen	to 31/12/2027	✓	✓
	Liz Meek	to 31/12/2027	✓	✓
	Bethan Trott	to 31/12/2026	✓	✓
	Rhoda Henson	to 31/12/2026	✓	✓
Parkminster, Cardiff [◊]	Sylvia Abel	to 31/12/2025	✓	✓
Penarth, Elfed Avenue	Clive Curtis	to 31/12/2026	✓	✓
St Andrew's, Cardiff	Christine Clarke	to 31/12/2025	✓	✓
	Jill Shelton	to 31/12/2025	✓	✓
Valleys and Vale				
Bethesda'r Fro	Christine Clarke	to 31/12/2025	✓	✓
	Clive Curtis	to 31/12/2025	✓	✓
	Russell Davies	to 31/12/2025	✓	✓
	Nigel Williams	to 31/12/2025	✓	✓
Edwardsville	Phil Rickards *		-	-
St. David's Uniting, Pontypridd	Iestyn Henson	to 31/12/2027	✓	✓
	Alan Hills	to 31/12/2027	✓	✓
	Michael Howells	to 31/12/2027	✓	✓
	Claire Hughes	to 31/12/2025	✓	✓
Senghenydd	Sandra Gough	to 31/12/2025	✓	✓
	Carol Thomas	to 31/12/2025	✓	✓
	Jill Shelton *		-	-
Van Road, Caerphilly	Lewis Lewis-Head	to 31/12/2025	✓	✓
	Rob Moverley	to 31/12/2025	✓	✓
Hope and Market Sq MT	Lyn Evans	to 31/12/2027	✓	✓
	Lewis Lewis-Head	to 31/12/2027	✓	✓
Swansea				
Christ Well, Manselton	Mary Jeffreys	to 31/12/2025	✓	✓
	Elaine Jones	to 31/12/2025	✓	✓

Tabernacle, Mumbles	Phyllis T. Roberts Verena Walder *	to 31/12/2025	✓	✓
			-	-
Temple, Gowerton	Teresa Morgan Lindsay Walder Hunyoung Park *	to 31/12/2025 To 31/12/2025	✓ ✓	✓ ✓
Pembrokeshire				
Landsker Pastorate	Melanie Ablitt Maureen Canton	to 31/12/2025 to 31/12/2025	✓ ✓	✓ ✓
Mid Wales				
Penuel, Llanwrthwl	Sally Tolson	to 31/12/2025	✓	✓
Tabernacle Rhayader	D Michael Bennett Dawn Jones	to 31/12/2025 to 31/12/2025	✓ ✓	✓ ✓
Bridgend				
Ogmore Vale	Heather Phillips	to 31/12/2027	✓	✓
Brecon Beacons				
Brecon Beacons Pastorate (Abergavenny URC Plough Church Brecon)	Judith Negus Margot Seabourne Liz Tadd Russell Davies (Maesyronnen only)	to 31/12/2025 to 31/12/2025 to 31/12/2025 to 31/12/2026	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓

* indicates those included for the duration of their term of service as Local Church Leader, although no renewal is required.

^ these churches have resolved that any person who is authorised to preside at the sacraments in a United Reformed Church (or LEP involving the URC) within the Regional Pastoral Committee be also authorised to celebrate the sacraments in their own church.

Appendix C: 2023 Accounts

THE UNITED REFORMED CHURCH (WALES) TRUST COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
<u>Income and endowments from:</u>									
Donations and legacies	3	289,288	2,690	-	291,978	275,523	12,334	-	287,857
Investments	4	113,330	6,133	4,378	123,841	115,148	6,557	4,713	126,418
Other income	5	463,701	9,157	-	472,858	607,557	3,396	-	610,953
Total income and endowments		866,319	17,980	4,378	888,677	998,228	22,287	4,713	1,025,228
<u>Expenditure on:</u>									
Charitable activities	6	614,534	37,823	-	652,357	505,818	48,662	-	554,480
Other	10	-	-	-	-	-	-	230	230
Total expenditure		614,534	37,823	-	652,357	505,818	48,662	230	554,710
Net gains/(losses) on investments	11	381,319	9,085	13,468	403,872	(521,117)	(16,443)	(20,785)	(558,345)
Net movement in funds		633,104	(10,758)	17,846	640,192	(28,707)	(42,818)	(16,302)	(87,827)
Net movement in funds		633,104	(10,758)	17,846	640,192	(28,707)	(42,818)	(16,302)	(87,827)
Fund balances at 1 January 2023		8,992,128	145,558	164,440	9,302,126	9,020,835	188,376	180,742	9,389,953
Fund balances at 31 December 2023		9,625,232	134,800	182,286	9,942,318	8,992,128	145,558	164,440	9,302,126

All income and expenditure derive from continuing activities.
The statement of financial activities includes all gains and losses recognised in the year.

Appendix D: 2025 Budget

The United Reformed Church (Wales) Trust Company Limited					
General Fund - Budget 2025					
	2023 ISRS figure 250,000	2023 Actual	2024 ISRS figure 320,000	2025 ISRS figure 320,000	
	2023 Budget	2023 Actual	2024 Budget £	2025 Budget £	Explanatory Notes and Comments
Incoming resources					
Dividends and interest	115,500	91,743	120,750	97,248	Unrestricted investment income short by £24k. 2023 Actual +6%
Inter Synod Resource Sharing	179,000	179,000	202,000	203,000	£100k Base Figure. £84k Staffing £19k Trans Mins.
Inter Synod Resource Sharing (CYDO)	61,000	61,000	64,000	61,000	Underwriting achieved through Buffer ISRS Fund - rolling 3yr. Model
Inter Synod Resource Sharing (Safeguarding)	10,000	10,000	21,500	23,500	50% of Safeguarding costs
Inter Synod Resource Sharing (Mission)			32,500	32,500	Regional Ministry, Training Events, Synod Priorities, Youth Events
Sales revenue & donations	400		400	400	Gift Aid not claimed 2018-24.
Property Sales Fees	10,000	15,700	10,000	10,000	3% Fee levied on gross sale proceeds received.
Property Rental Income	-		-	-	No repayable grants made from MDF
Property Sales Revenue	-	423,011	-	-	2023 Church Sales - Christchurch, Fairwater/Aberedw
Church contributions	1,500	1,740	1,000	3,500	This requires further work. 2024 Figures Mem 1185 Ad 551 = Total 1302 = £6,513 @ £5ph
Other Grants	10,000	10,008	10,000	10,000	EO 50%, CME 100% refund, DDF Core Grant
Solar Panel income	900	386	900	400	Revised figures to take account of tariff chagnes
Miscellaneous income - Redundant Chs	22,500	22,776	19,000	89,000	Redundant Ch £19,000 Aberedw, £70,000 Christchurch Fairwater (from 2023 balance).
Miscellaneous income	12,500	4,226	12,500	13,500	+ already committed sum for Quinquennial (£8.5k)
CBF Grants	25,000	25,000	25,000	25,000	2024 Rivertown 2025 City 2026 Canton 2027 St Johns Tenby
Total Income	448,300	844,590	519,550	569,048	
Charitable expenditure					
Mission					
Mission grants/Digital Ministry/LEP Ministry		68,030	4,500	15,000	Possible Mid Wales Minister Exps - 2025
Transitional/Regional Ministry Support/MoM Pilot	25,000	19,425	37,500	35,000	Pembrokeshire Ministry Post Expenses - full year
D&BJ, Livingston & other grants		4,040			
Regional Events/Church Support - Mediation		490	13,000	5,000	New mediation service provided centrally via MoM + £5k
CBF grant due to churches	25,000	-	25,000	25,000	2023 Canton 2024 Rivertown 2025 City 2026 St Johns Tenby
Ecumenical & Interfaith Officer's Expenses	5,253	10,432	10,954	11,500	2023 figure + 100%. Extensive mileage
Cytun/Free Church Federal Council	100	1,145	1,100	2,500	Less support from Central Church
Chaplaincies	1,000	506	1,000	1,000	Cytun Rural Chaplaincy ended - 2024 Pay expenses direct to RWAS Chaplains
Training Events	7,500		10,000	16,500	Ministers Summer School costs added
Synod Priorities	7,500	125	15,000	7,500	Back to original figure - double counted with events under training
CYDO	60,090	56,218	61,000	61,000	Post maintained via ISRS Funding.
Synod CYDO/ Youth costs	2,000	3,899	5,000	5,000	Wales Youth Committee
Training costs	8,100	1,080	8,100	9,500	To balance TDO Housing Costs/Expenses/Training Costs
Safeguarding	5,000	6,063	5,000	3,500	Events & Training. Mental Health First Aid
	146,543	171,423	197,154	198,000	
Property					
Property Insurance/ legal fees	500	1,842	1,672	2,000	Manse Block Insurance Policy
Graveyards and closed churches	10,000	28,134	2,420	2,500	
Dona Lola cost (Other Trust Costs)	3,018	4,527	4,980	5,000	Pastoral Support scheme
Property Miscellaneous Costs		20,494			
Manse Policy Grants		2,192			
Quinquennial Inspections	17,500	3,948	4,624	8,928	Quinquennial Programme in 3rd Year. Balance from 2022 cost shown
Trust legal fees	10,000	18,451	1,000	1,000	Notional figure used here.
	41,018	79,588	14,695	19,428	
Synod Related Costs					
Synod Day + Synod Meeting	3,308	2,605	2,735	2,900	
Boards and committees	4,100	1,537	2,000	1,750	
General Assembly	500	53	500	-	
Synod - task groups	3,148	138	500	150	
Moderator Support	770	-	770	-	Support now on Central Church System = 100% reimbursed to Synod
Trust Insurance	3,125	4,006	3,807	4,500	Cyber Insurance to be added to 2024 premium of £3832
Other Trust Expenses/Contingency	2,500	2,380	2,500	150	Living Wage Foundation Subscription. Companies House Confirmation Statement
Synod publications					Use Osborne Resource Fund for publications
	17,451	10,699	12,812	9,450	

Operating expenditure £82K more from 2024 to 2025 covered by Property Net Proceeds to keep ISRS request at 2024 level.

The United Reformed Church (Wales) Trust Company Limited General Fund - Budget 2025	2023 ISRS figure 250,000	2023 Actual	2024 ISRS figure 320,000	2025 ISRS figure 320,000	Operating expenditure £82K more from 2024 to 2025 covered by Property Net Proceeds to keep ISRS request at 2024 level.
	2023 Budget	2023 Actual	2024 Budget £	2025 Budget £	Explanatory Notes and Comments
Total Charitable Resources Expended	205,012	261,710	224,661	226,878	-
Personnel Costs					
Office Manager & Moderator PA		31,240	33,739	35,042	
Property Officer		18,603	2,009	27,947	
Training Officer					2020 Training Officer from Deployment
Clerk & treasurer costs			3,623	37,585	
Admin staff		58,373	43,462	43,399	Reflects ISRS Sum granted for extra Synod Office Staff
Appt Levy		848	864	890	
Safeguarding Officer		35,196	28033	30307	
Staff Salaries	155,089	144,260	111,730	175,170	5.00% pa COL 2025. Includes Telecoms Allowance
Employer's NI Contributions	16,319	8,972	19,171	20,914	based on 12% Averaged Contribution
Employer's Pension Contributions	43,148	27,886	37,543	38,417	based on 23.5% Employer's Contribution
Employees' Expenses	3,770	6,754	3,750	7,500	Reflects additional costs from 'Rocking Up' visits to Churches by Synod Team
Staff training	1,000		1,000	-	Now within Training Budget for Personal Development
	219,306	187,872	173,194	242,001	
Premises					
Heating, Light and Water	8,946	1,270	1,172	1,500	Current Figure
Cleaning	1,566	1,578	1,398	1,500	Current Figure
Ground Rent for church land	3,850	3,850	3,850	3,850	Current Figure
Building Maintenance	5,000	8,134	1,000	1,000	
Depreciation on Office Building	6,074	(852)	6,730	1,402	Depreciation reworked 2023
	25,436	14,180	14,149	9,252	
Office Costs					
Printing, postage & stationery	1,895	2,425	2,280	2,500	Current Figures
Telephone	1,859	3,693	2,100	4,000	New Telephone System
Consumable Equipment	-		-		
Equipment Rental (photocopier)	2,315	2,015	2,000	1,560	New Photocopier rental
Equipment Depreciation	518	2,913	2,755	2,500	Current Figure - reflects new capital equipment purchased
Computer Running Costs	5,788	1,550	2,359	1,750	Costs - Quickbooks, Zoom, IT Grants, Website (no Church House costs)
Sundry Expenses	1,000	2,112	1,000	2,500	
Ministry & Mission Arrears		32,244			
Bank charges	200	161	226	200	
	13,575	47,113	12,720	15,010	
Legal and Professional Fees					
Accountancy fees	6,750	1,440	6,750	6,750	Azets agreed Fee
Consultancy fees	3,000	3,040	3,000	6,900	Management Accounts Fee. Personnel Support Fee
Finance/Governance Support	43,680	45,498	50,960	58,240	Hourly rate change + £5 ph (Sept 2024)
	53,430	49,978	60,710	71,890	
Total Administration Expenditure	311,747	299,143	260,773	338,153	
Total Operating Expenditure	516,759	580,853	485,434	565,031	
Net (Deficit) for the year - being from brought forward unrestricted reserves	(68,459)	283,737	34,116	4,017	Synod Meeting resolution requires a balanced budget to be set

Green figures based upon Q4 Management Accounts
(for indicative purposes)

Appendix E: Nomination of Moderators of General Assembly 2026-2027

Every year local churches have the opportunity to nominate people for election as Moderator of General Assembly. We are now seeking nominations from the churches in the Synod of candidates to serve from the close of General Assembly 2026 until the close of General Assembly 2027.

In the coming months Elders' and Church Meetings are invited to consider whether they would like to nominate to Synod a person in each category (i.e. Minister/CRCW and Elder), or in one or other category. One nomination from each church in each category is sought, and only one nomination in each category will be accepted. Please note that nominees do not need to be from within the National Synod of Wales, and they should not be approached to give their permission before nomination.

Your nomination/s should be sent to the Synod Clerk (through the Synod Office or by e-mail to megan.price.urcwales@urc.org.uk) using the nomination forms on the following pages, and should include a 100 word (maximum) pen portrait of the nominee which will be presented to Synod Meeting. Nominations must be received by the Synod Clerk **by noon on Wednesday 6 January 2025**.

If the Synod has more than one nomination in either category, an election will take place at the Spring Synod Meeting. If only one nomination in each category is received, a simple vote will be taken. The result/s will then be communicated to the General Secretary.

This call for nominations is part of the privilege of being the United Reformed Church, and it is hoped that local churches will engage enthusiastically with the process over the coming months.

**LOCAL CHURCH NOMINATIONS FOR
MODERATORS OF GENERAL ASSEMBLY 2026-2027**
for ballot at the Spring 2025 Synod Meeting

**NOMINATION FOR
A MINISTER or CHURCH RELATED COMMUNITY WORKER**

Name of Minister or CRCW:	
Nominee's Local Church: <i>(i.e. Church where nominee has membership)</i>	
Statement in support of your nomination (not exceeding 100 words):	
Name of Church submitting this nomination:	
Please indicate whether the nomination comes from Elders' Meeting or Church Meeting:	
Contact details of person submitting this nomination <i>(in case the Clerk needs to liaise before publication of Synod papers)</i>	

**DEADLINE FOR SUBMISSION OF NOMINATIONS TO THE SYNOD CLERK:
NOON on Wednesday 6 January 2025**

Email: megan.price.urcwailes@urc.org.uk

United Reformed Church, Synod Office, Minster Road, Roath, Cardiff CF23 5AS
Telephone: 029 2019 5728

**LOCAL CHURCH NOMINATIONS FOR
MODERATORS OF GENERAL ASSEMBLY 2026-2027**
for ballot at the Spring 2025 Synod Meeting

NOMINATION FOR AN ELDER

Name of Elder:	
Nominee's Local Church: <i>(i.e. Church where nominee has membership)</i>	
Statement in support of your nomination (not exceeding 100 words):	
Name of Church submitting this nomination:	
Please indicate whether the nomination comes from Elders' Meeting or Church Meeting:	
Contact details of person submitting this nomination <i>(in case the Clerk needs to liaise before publication of Synod papers)</i>	

DEADLINE FOR SUBMISSION OF NOMINATIONS TO THE SYNOD CLERK:

NOON on Wednesday 6 January 2025

Email: megan.price.urcwales@urc.org.uk

United Reformed Church, Synod Office, Minster Road, Roath, Cardiff CF23 5AS

Telephone: 029 2019 5728

Appendix F: Standing Orders for Hybrid Meetings

Standing Orders for Meetings of General Assembly of the United Reformed Church

1. The agenda of the Assembly

1.1 At its meetings the Assembly shall consider reports and draft motions prepared by its committees which include the Assembly Executive or by Synods, and motions and amendments of which due notice has been given submitted by individual members of the Assembly.

2. In-person, virtual, and hybrid meetings

2.1 A meeting may be in-person, virtual, or hybrid. The boundaries between these descriptions are not always clear. A generally in-person meeting may have a minority of members joining the meeting by virtual means. A virtual meeting may have some participants gathered together in one place. In any event, what is always strictly essential is that all participants, both in-person and virtual, can fully see and hear each other in all directions, and that the Moderator is totally confident that participants are able to see and hear each other effectively. The Moderator must also be content and comfortable that they can manage full and proper participation from all participants in the meeting.

3. Records of meetings

3.1 Any streaming and/or recording of meetings, including subtitles or captions, does not replace the formal minutes of the meeting and is not a record of the decisions made. Formal minutes shall continue to be maintained and retained.

3.2 Meetings should not normally be recorded, in order to comply fully with both safeguarding and data privacy policies.

4. Operating procedure

4.1 Meetings will commence when the Moderator opens the meeting, within the requirements set out in the Rules of Procedure.

4.2 At the start of any meeting the Moderator shall make reasonable efforts to confirm that any members attending virtually can see and hear, and be seen and heard. The meeting shall not start until the Moderator is so satisfied.

4.3 Where available, participants joining a meeting virtually should normally use video as well as audio. Where video is not available, or it is not safe for the attendee to use video, then audio only may be used.

4.4 The Meeting will finish when the Moderator formally closes the meeting.

4.5 All microphones should be set to mute at the start of the meeting, apart from the Moderator and any necessary technical staff. Microphones should only be unmuted when a participant is speaking.

4.6 The Moderator has absolute discretion to pause or adjourn the meeting at any time, and to remove any attendees from the meeting if their conduct falls short of the standards expected in church.

4.7 In all but the smallest meetings, it is helpful if the Moderator is not also the online host. The host may be a staff member(s) or volunteer(s) who are not a member of the meeting in the same way that such people may assist with stewarding meetings.

4.8 In any event, no technical failure shall invalidate any decisions made.

5. Attendance

5.1 All meetings are required to meet any previously agreed quorum, where such a quorum has been specified.

6. Interpretation of Standing Orders

6.1 Where the Moderator is required to interpret any Standing Orders they shall take advice from the Clerk before making a ruling. The Moderator's decision in all cases shall be final.

7. Presentation of business

7.1 All reports of committees, together with the draft motions arising therefrom, shall be delivered to the General Secretary by a date to be determined, so that they may be circulated to members in time for consideration before the date of the Assembly meeting.

7.2 A Synod may deliver to the General Secretary not less than twelve weeks before the commencement of the meeting of the Assembly notice in writing of a motion for consideration at the Assembly. This notice shall include the names of those appointed to propose and second the motion at the Assembly.

7.3 A local church wishing to put forward a motion for consideration by the General Assembly shall submit the motion to its Synod for consideration and, if the Synod so decides, transmission to the Assembly, at such time as will enable the Synod to comply with Standing Order 7.2 above.

7.4 A member of the Assembly may deliver to the General Secretary not less than 21 days before the date of the meeting of the Assembly a notice in writing of a motion (which notice must include the name of a seconder) to be included in the Assembly agenda. If the subject matter of such a notice of motion appears to the General Secretary to be an infringement of the rights of a Synod through which the matter could properly have been raised, the General Secretary shall inform the member accordingly and bring the matter before the Business Committee which shall advise the Assembly as to the procedure to be followed.

7.5 Proposals for amendments to the Basis and Structure of the URC, which may be made by the Assembly Executive or a committee of the General Assembly or a Synod, shall be in the hands of the General Secretary not later than 12 weeks before the opening of the Assembly. The General Secretary, in addition to the normal advice to members of the Assembly, shall, as quickly as possible, inform all Synod Clerks of the proposed amendment.

7.6 It shall not be in order at any time to move a motion or amendment which:

7.6.1 contravenes any part of the Basis of Union, or

7.6.2 involves the Church in expenditure without prior consideration by the appropriate committee, or

7.6.3 pre-empts discussion of a matter to be considered later in the agenda, or

7.6.4 amends or reverses a decision reached by the Assembly at its preceding two meetings unless the Moderator, Clerk and General Secretary together decide that changed circumstances or new evidence justify earlier reconsideration of the matter, or

7.6.5 is not related to the report of a committee and has not been the subject of 21 days' notice under Standing Order 7.4, or

7.6.6 simply reaffirms existing work.

The decision of the Moderator (in the case of 7.6.1, 7.6.2, 7.6.3, 7.6.5, and 7.6.6) and of the Moderator with the Clerk and the General Secretary (in the case of 7.6.4) on the application of this Standing Order shall be final.

7.7 In advance of the meeting, the General Secretary shall, in consultation with the Moderator and Clerk, prepare a proposal for a Facilitation Group for that meeting, for appointment at the beginning of the meeting. Some or all of the members of the Facilitation Group may be called upon by the Moderator at any time to help the Assembly reach a mind upon a question. The Assembly may add or remove members of the Facilitation Group at any time. The Facilitation Group may consult with whoever they deem it appropriate. Draft revised wording of motions should be checked by the Clerk, and by the Legal Advisor where appropriate, before being proposed to the Assembly.

8. En bloc business

8.1 The Moderator, Clerk, and General Secretary shall together decide which items of business shall be taken en bloc. Placing business in the en bloc category does not imply anything about the importance of any item of business, merely that those planning the meeting think that it may be possible to agree the business without discussion. Any members wishing to have items removed from en bloc business should notify the Clerk by a stated time in advance of the meeting. If six or more members have so notified, then the business shall be added to the agenda of the meeting, otherwise en bloc business shall be voted upon without any discussion.

9. Business requiring discussion

9.1 It is not possible to use full Consensus Decision-Making during many meetings, since Consensus Decision-Making relies upon the Moderator being able to sense the mood of the meeting, and the members also being able to sense that and trust the Moderator, which requires senses not always available in online meetings or meetings with online participants. However, all meetings should still be conducted in the spirit and ethos of seeking consensus.

9.2 To ensure that all meetings always operate to the same procedure, noting the blurred boundaries referred to in Standing Order 2, all meetings will use the information session and the discussion session from Consensus Decision-Making, and then take a vote for the actual decision-making.

9.3 All decisions shall be made by vote, using the procedure set out in Standing Order 10. The Moderator, Clerk, and General Secretary shall together decide in advance which items of business require a simple majority, and which require a two thirds majority, using the principle

that routine formal decisions such as agreeing the minutes of the previous meeting might reasonably be taken on a simple majority, whereas matters of policy require a greater level of support than a simple majority. This Standing Order does not override any other provision for a specific majority set out elsewhere in the Standing Orders, particularly procedural motions.

10. Information and discussion sessions

10.1 The first stage is the information session. During the information session, members of Assembly may ask questions only to seek clarification or further information.

10.2 Once the Moderator decides that the information session has ended, the Assembly moves into the discussion session, in which the substance of the matter may be discussed.

10.2.1 The methods used may include prayer, buzz groups, group discussions, speeches to the whole Assembly, time for thinking during a break, etc. The Moderator may invite Assembly to indicate opinions by the use of coloured cards at this stage or electronic equivalent, and shall ensure that the full ranges of voices are given opportunity to contribute.

10.2.2 Minor changes of wording may be agreed as the discussion proceeds. If a proposed change is, in the opinion of the Moderator upon the advice of the Clerk, a major change, then a proposer and seconder are required and it is an amendment.

10.3 When the Moderator senses that the Assembly may be ready to reach a decision, the Moderator shall state that Assembly is moving into the decision session.

11. Decision session

11.1 All decisions shall preferably be made by vote. Those participating virtually should normally use any built in voting mechanism in the software. In a very small meeting, where the Moderator can see everyone at once, it may be possible to resolve this informally.

11.2 Voting on any motion whose effect is to alter, add to, modify or supersede the Basis, the Structure and any other form or expression of the polity and doctrinal formulations of the United Reformed Church, is governed by paragraph 3(1) and (2) of the Structure.

12. Business and procedural motions

12.1 If notice has been given of two or more motions on the same subject, or two or more amendments to the same motion, these shall be taken in the order decided by the Moderator on the advice of the Clerk.

12.2 A report presented to the Assembly by a committee or Synod, under Standing Order 7.1, shall be received for debate, unless notice has been duly given under Standing Order 7.4 of a motion to refer back to that committee or Synod the whole or part of the report and its attached motion(s). Such a motion for reference back shall be debated and voted upon before the relevant report is itself debated. To carry such a motion two-thirds of the votes cast must be given in its favour. When a report has been received for debate, and before any motions consequent upon it are proposed, any member may speak to a matter arising from the report which is not the subject of a motion.

12.3 During the meeting of the Assembly and on the report of a committee, notice (including the names of proposer and seconder) shall be given to the Clerk of any new motions which arise

from the material of the report, and of any amendments which affect the substance of motions already presented. During the course of the debate a new motion or amendment may be stated orally without supporting speech in order to ascertain whether a member is willing to second it.

- 12.4 No motion or amendment shall be spoken to by its proposer, debated, or put to the Assembly unless it is known that there is a seconder. The only exceptions to this are motions presented on behalf of a committee, of which printed notice has been given, and the procedural motions in Standing Orders 12.12, 12.13, and 12.14. The procedural motions in Standing Orders 12.12, 12.13, and 12.14 may be moved and spoken to without the proposer having first obtained and announced the consent of a seconder. They must, however, be seconded before being put to the vote, and precedence as between the procedural motions is determined by the fact that after one of them is before the Assembly no other motion can be moved until that one has been dealt with.
- 12.5 A seconder may second without speaking and, by declaring the intention of doing so, reserve the right of speaking until a later period in the debate.
- 12.6 An amendment shall be either to omit words or to insert words or to do both, but no amendment shall be in order which has the effect of introducing an irrelevant proposal or of negating the motion. The Moderator may rule that a proposed amendment should be treated as an alternative motion or as a further motion.
- 12.7 If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the substantive motion upon which any further amendment may be moved. If an amendment is rejected, a further amendment with a different outcome may be moved.
- 12.8 An amendment which has been moved and seconded shall be disposed of before any further amendment may be moved, but notice may be given of intention to move a further amendment should the one before the Assembly be rejected.
- 12.9 The mover may, with the concurrence of the seconder and the consent of the Assembly, alter the motion or amendment proposed.
- 12.10 A motion or amendment may be withdrawn by the proposer with the concurrence of the seconder and the consent of the Assembly. Any such consent shall be signified without discussion. It shall not be in order for any member to speak upon it after the proposer has asked permission to withdraw unless such permission shall have been refused.
- 12.11 Alternative (but not directly negative) motions may be moved and seconded in competition with a motion before the Assembly. It shall be for the Moderator, on the advice of the Clerk, to rule when motions shall be considered as alternatives under the Terms of this Standing Order.
- 12.11.1 When such draft alternative motions have been received by the General Secretary, the Moderators may ask the General Secretary to convene a meeting (in-person or virtual) of the proposers, to ascertain if it may be possible to agree on a single draft motion to put before the Assembly, or to clarify the areas of disagreement.
- 12.11.2 If the Assembly has alternative motions before it, each proposer shall be given the opportunity to present their motion in an order decided by the Moderator.
- 12.11.3 After any amendments duly moved under Standing Order 12 have been dealt with and debate on the alternative motions has ended, the movers shall reply to the debate in reverse

order to that in which they spoke initially. The first vote shall be a vote in favour of each of the motions, put in the order in which they were proposed, the result not being announced for one until it is announced for all. If any of them obtains a majority of those voting, it becomes the sole motion before the Assembly. If none of them does so, the motion having the fewest votes is discarded. Should the lowest two be equal, the Moderator gives a casting vote. The voting process is repeated until one motion achieves a majority of those voting.

12.11.4 Once a sole motion remains, further discussion is permissible and votes for and against that motion shall be taken in the normal way.

12.12 In the course of the business any member may move that the question under consideration be not put. This motion takes precedence over every motion before the Assembly. As soon as the member has given reasons for proposing it and it has been seconded and the proposer of the motion or amendment under consideration has been allowed opportunity to comment on the reasons put forward, the vote upon it shall be taken, unless it appears to the Moderator that an unfair use is being made of this rule. To carry this motion, two-thirds of the votes cast must be given in its favour. Should the motion be carried, the business shall immediately end and the Assembly shall proceed to the next business.

12.13 In the course of any discussion, any member may move that the question be now put. This is sometimes described as “the closure motion”. If the Moderator senses that there is a wish or need to close a debate, the Moderator may ask whether any member wishes so to move; the Moderator may not simply declare a debate closed. Provided that it appears to the Moderator that the motion is a fair use of this rule, the vote shall be taken upon it immediately it has been seconded. When an amendment is under discussion, this motion shall apply only to that amendment. To carry this motion, two-thirds of the votes cast must be given in its favour. The mover of the original motion or amendment, as the case may be, retains the right of reply before the vote is taken on the motion or amendment.

12.14 During the course of a debate on a motion any member may move that decision on this motion be deferred to the next Assembly. This rule does not apply to debates on amendments since the Assembly needs to decide the final form of a motion before it can responsibly vote on deferral. The motion then takes precedence over other business. As soon as the member has given reasons for proposing it and it has been seconded and the proposer of the motion under consideration has been allowed opportunity to comment on the reasons put forward, the vote upon it shall be taken, unless it appears to the Moderator that an unfair use is being made of this rule or that deferral would have the effect of annulling the motion. To carry this motion, two-thirds of the votes cast must be given in its favour. At the discretion of the Moderator, the General Secretary may be instructed by a further motion, duly seconded, to refer the matter for consideration by other councils and/or by one or more committees of the Assembly. The General Secretary shall provide for the deferred motion to be presented again at the next Meeting of the General Assembly.

13. Timing of speeches and of other business

13.1 Save by prior agreement of the Business Committee, speeches made in the presentation of reports concerning past work of Assembly committees which are to be open to question, comment or discussion shall not exceed five minutes.

- 13.2 The Assembly may meet in parallel sessions or breakout rooms to consider the past work of Assembly committees for questions and comments. Any draft motions arising therefrom must be dealt with in a plenary session of the Assembly.
- 13.3 Save by the prior agreement of the Business Committee, speeches made in support of the motions from any Assembly committee, including the Assembly Executive, or from any Synod, shall not exceed five minutes per resolution, and in aggregate not exceed 15 minutes (e.g. a committee with four motions may not exceed 15 minutes), unless a longer period be recommended by the Business Committee or determined by the Moderator.
- 13.4 Each subsequent speaker in any debate shall be allowed five minutes unless the Moderator shall determine otherwise; it shall, in particular, be open to the Moderator to determine that all speeches in a debate or from a particular point in a debate shall be of not more than a different specified number of minutes.
- 13.5 When a speech is made on behalf of a committee, it shall be so stated. Otherwise a speaker shall begin by giving name and accreditation to the Assembly.
- 13.6 Secretaries of committees and members of staff who are not members of Assembly may speak on the report of a committee for which they have responsibility at the request of the Convenor concerned. They may speak on other reports with the consent of the Moderator. Staff should not normally seek permission from the Moderator to speak outside their area of responsibility.
- 13.7 In each debate, no one shall address the Assembly more than once without the permission of the Moderator, except that at the close of each debate the proposer of the motion or the amendment, as the case may be, shall have the right to reply, but must strictly confine the reply to answering previous speakers and must not introduce new matters. Such reply shall close the debate on the motion or the amendment.
- 13.8 The foregoing Standing Order (13.7) shall not prevent the asking or answering of a question which arises from the matter before the Assembly or from a speech made in the debate upon it.
- 13.9 An invited speaker, whether speaking to a draft motion or not, may address the Assembly for such period of time as may be agreed by the Business Committee.

14. Questions

- 14.1 A member may, if two days' notice in writing has been given to the General Secretary, ask the Moderator or the Convenor of any committee any question on any matter relating to the business of the Assembly to which no reference is made in any report before the Assembly.
- 14.2 A member may, when given opportunity by the Moderator, ask the presenter of any report before the Assembly a question seeking additional information or explanation relating to matters contained within the report.
- 14.3 Questions asked under Standing Order 14 shall be put and answered without discussion.

15. Points of order, personal explanations, dissent

- 15.1 A member shall have the right to call attention to a point of order, and immediately on this being done any other member addressing the Assembly shall cease speaking until the

Moderator has determined the question of order. The decision on any point of order rests entirely with the Moderator. Any member calling to order unnecessarily is liable to censure of the Assembly.

- 15.2 A member feeling that some material part of a former speech by such member at the same meeting has been misunderstood or is being grossly misinterpreted by a later speaker may request the Moderator's permission to make a personal explanation. If the Moderator so permits, a member so rising shall be entitled to be heard forthwith.
- 15.3 The right to record in the minutes a dissent from any decision of the Assembly shall only be granted to a member by the Moderator if the reason stated, either verbally at the time or later in writing, appears to the Moderator to fall within the provisions of paragraph 10 of the Basis of Union.
- 15.4 The decision of the Moderator on a point of order, or on the admissibility of a personal explanation, or on the right to have a dissent recorded, shall not be open to discussion.

16. Admission of the public and closed sessions

- 16.1 Only those who are members of the meeting, staff members in attendance, or invited guests may join a meeting. However, a meeting in open session may allow guests or be shown as a live stream.
- 16.2 A closed session is one in which the business is highly sensitive. Only members of Assembly, the Legal Adviser, and any technical staff required to enable Assembly to function may be present. Neither content nor process may be divulged to non-members, save specific information authorised by the Moderator in consultation with the Clerk and the Legal Adviser. No social media in any form may be used during a closed session, nor to report upon such closed session. Any live streaming must be switched off. Minutes will be taken, but these will be held in retentis by the Clerk, and shall not be made available to non-members.
- 16.3 A closed session may be called for at any time in any decision-making mode, and voted upon by the Assembly, requiring a simple majority. This motion takes precedence over every motion before the Assembly. As soon as the member has given reasons for proposing it and it has been seconded, and the proposer of the motion or amendment under consideration has been allowed opportunity to comment on the reasons put forward, the vote upon it shall be taken, unless it appears to the Moderator that an unfair use is being made of this rule. Should the motion be carried the business shall immediately pause while non-members leave the meeting.
- 16.4 If a matter is known to be highly sensitive in advance, then the Assembly Officers, consulting the Legal Adviser if necessary, may announce in advance that a certain piece of business will be conducted in a closed session giving their reasons.
- 16.5 Members of Assembly who leave during a closed session may not be re- admitted.

17. Communications during the course of debate

- 17.1 The primary responsibility of members is to attend to the business and participate in the decision making. Those present must refrain both from posting on social media sites during business sessions and from commenting upon partially completed business. It is the responsibility of the communications committee's staff to make official announcements. This restriction is only in place when in session; those attending are free to join in the online

debates during breaks and after the close of business in respect of business that the Assembly has completed. Everything written and shared on social media sites at any time is the sole responsibility of the author, and is subject to the same defamation laws as any other form of written communication.

18. Record of the Assembly

- 18.1 A record of attendance at the meetings of the Assembly shall be kept in such a manner as the Business Committee may determine.
- 18.2 The draft minutes of each day's proceedings shall be made available in an appropriate form normally on the following day. They shall, after any necessary correction, be approved at the opening of a subsequent session. Concerning the minutes of the closing day of the Assembly the Clerk shall submit a motion approving their insertion in the full minutes of the Assembly after review and any necessary correction by the Officers of the Assembly. Before such a motion is voted upon, any member may ask to have read out the written minute on any particular item.
- 18.3 A signed copy of the minutes shall be preserved in the custody of the General Secretary as the official record of the Assembly's proceedings.
- 18.4 As soon as possible after the Assembly meeting ends, the substance of the minutes together with any other relevant papers shall be published as a "Record of Assembly" and a copy sent to every member of the Assembly, each Synod and local church.

19. Suspension and amendment of Standing Orders

- 19.1 In any case of urgency or upon proposal of a motion of which due notice has been given, any one or more of the Standing Orders may be suspended at any meeting, provided that three-fourths of the members of the Assembly present and voting shall so decide.
- 19.2 Motions to amend the Standing Orders shall be referred to the Clerk of the Assembly for report before being voted on by the Assembly (or, in case of urgency, by the Assembly Executive). The Clerk of the Assembly may from time to time suggest amendments.

Person responsible for editing document: Clerk of the General Assembly

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