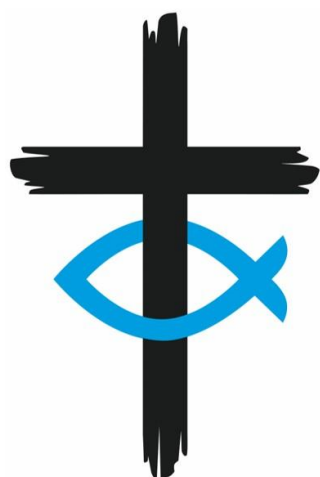




The **United Reformed Church**
National Synod of Wales

Yr **Eglwys Ddiwygiedig Unedig**
Synod Cenedlaethol Cymru

Cyfarfod Synod yr Hydref
Autumn Synod Meeting

Saturday 17th October 2026

**The Priory Centre,
Abergavenny**

or

Join Zoom Meeting

<https://us06web.zoom.us/j/89549748706?pwd=pC7cjRbENvIh1X0nG3mlQOdSnk2zUH.1>

ID: 895 4974 8706

Passcode: Synod12

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

Synod Office | Minster Road | Roath | Cardiff | CF23 5AS
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Resolutions

Resolution 1: 2025 Accounts

Synod Meeting receives the accounts for 2025 as summarised in [Appendix C](#).

Resolution 2: 2027 Budget

Synod Meeting approves the Synod General Fund Budget for 2027 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 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 12th 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). The Centre's post code is NP7 5ND.

1.4 Car Parking

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

Click here to find the car park on Google Maps:

maps.app.goo.gl/zTaRPFJpvMs8g9fB6

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 13th 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. We will be able to take card payments and would prefer that you pay in this way if possible.

1.9 **Photography**

Please note that we will be taking photographs throughout the day for use on our website and social media channels. If you would prefer not to appear in any photographs used for any reason, please speak to a member of the Synod Support Team.

1.10 **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: bit.ly/2MGqveS.

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

Saturday 13th March 2027	a hybrid meeting at Barry Uniting Church and on Zoom
Saturday 16th October 2027	a hybrid meeting at The Priory Centre, Abergavenny 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 Autumn Synod Meeting [[click here to download](#)]

Matters Arising from the Minutes

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

2025 Accounts (resolution 1)

2027 Budget (resolution 2)

Place for Hope

12:30 **Lunch** (see [Notices](#) 1.2)

13:30 **A Synod Conversation on the Ministry and Mission Fund**

Reports to Synod

Closing Worship

15:30 **Finish**

3. Synod Support Team

FOR NOTING:

3.1 Assembly Executive 2026/7

The following will represent the National Synod of Wales at Assembly Executive 2026/7 (Tue 24 Nov 2026 and Tue 2 – Thu 4 Feb 2027):

Claire Boot
Maggie Kirkbride
Megan Price
David Salisbury

3.2 General Assembly 2027

General Assembly will take place at The Hayes Conference Centre, Swanwick, Derbyshire from Friday 2nd to Monday 5th July 2027. The National Synod of Wales is able to send twelve representatives, at least four of whom should be Ministers/CRCWs, at least four of whom should be lay representatives, and at least two of whom should be 25 or under. 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:

bit.ly/4pvlftp

Expressions of interest are now invited from those who would be interested in being part of the synod’s delegation next year. Please contact the Synod Clerk (megan.price.urcwailes@urc.org.uk) before Monday 4 January 2027. The final decision about the synod’s representation at General Assembly will be made in January 2027, taking account of balance and when an individual last attended.

3.3 Moderator of General Assembly 2028-2029

Nominations are now sought from the churches in the Synod of candidates to serve from the close of General Assembly 2028 until the close of General Assembly 2029. 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:

3.4 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)
- Maggie Kirkbride (Synod Lay Preaching Advocate)
- Helen Dowdell, Pete Fawcett, Carolyn Ridding, Verena Walder (Local Church Leaders)
- Susan Durber (World Council of Churches president for the Europe region, URC General Assembly Moderator elect)

3.5 **Nominations**

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

3.6 **Staff changes**

Judy Harris retired as Children and Youth Development Officer on Monday 31 August 2026.

Janice Hill is now in post as Finance Manager, starting on Monday 6 July 2026.

Cathy Morris is now in post as Personal Assistant and Administration Manager, starting on Thursday 1 October 2026.

Claire Boot is now Trust Officer, starting 1 October 2026.

Joel Sainsbury is now Property Officer, starting 1 October 2026.

3.7 **Matters for consideration and action from General Assembly July 2026**

The list of General Assembly resolutions below are of particular relevance to local churches, ministers and our Synod, and should be taken note of and acted upon as appropriate.

The main documents are:

- [Book of Reports](#)
- Record of Assembly (to follow)

All of the documents can be found [here](#).

Church Secretaries

[Synod Moderators' Report](#), [Senior Leadership Team Report](#) and [Faith in Action report](#) for Elders and/or Church meeting discussion.

- 6 Affirmation of the '5 Marks' of Faith in Action for noting.
- 8 Prayerful study of Kairos II for noting.
- 41 Feast of Creation in Christ on first Sunday in September for noting.
- 44 Theological Resource on Assisted Dying for noting.
- 50 & 51 Welcome Directory for Prison Leavers for noting.
- 61 Emphasising Evangelism in the Life of the URC for noting.

Church Treasurers

- 5 Church Life Fund Implementation Progress Update for noting.
- 23 Ill-Health Retirement of Office Holders for noting.
- 25 Reasonable Adjustments Policy for Ministers of the Word and sacraments, Church Related Community Workers, and those in training for implementing.

Trustees' Report and Financial Statements 2025 for noting.

Ministers

Synod Moderators' Report, Senior Leadership Team Report and Faith in Action report for Elders and/or Church meeting discussion.

- 1 Ministerial Disciplinary Working Group for noting.
- 17 URC Sickness and Ill Health Policy for implementing.
- 20 Active Ministers Policy for noting.
- 21 Inactive Ministers Policy for noting.
- 22 Minister's Retirement Policy for noting.
- 23 Ill-Health Retirement of Office Holders for noting.
- 24 Competencies and Expected Standards of conduct and behaviour for Ministers of Word and Sacraments for implementing.
- 25 Reasonable Adjustments Policy for Ministers of the Word and sacraments, Church Related Community Workers, and those in training for implementing.
- 26 Creation of a Ministries Support and Wellbeing Committee for noting.

Synod

Synod Moderators' Report, Senior Leadership Team Report and Faith in Action report - Circulated to all staff and Synod appointments and reflected on by all Committees.

- 6 Affirmation of the '5 Marks' of Faith in Action – Faith in Action committee

- 8 [Prayerful study of Kairos II](#) – Faith in Action committee
- 17 [URC Sickness and Ill Health Policy](#) – Synod Pastoral Committee
- 20 [Active Ministers Policy](#) – Synod Pastoral Committee
- 21 [Inactive Ministers Policy](#) – Synod Pastoral Committee
- 22 [Minister's Retirement Policy](#) – Synod Pastoral Committee
- 23 [Ill-Health Retirement of Office Holders](#) – Synod Pastoral Committee
- 24 [Competencies and Expected Standards of conduct and behaviour for Ministers of Word and Sacraments](#) – Synod Pastoral Committee
- 25 [Reasonable Adjustments Policy for Ministers of the Word and sacraments, Church Related Community Workers, and those in training](#) – Synod Pastoral Committee, Finance and Property Board
- 32 ['Good Practice' for appointing representatives to attend General Assembly](#) – Synod meeting to note, Clerk to implement
- 39 & 40 [Synod Safeguarding Reviews](#) – Safeguarding Reference Group, Trust
- 44 [Theological Resource on Assisted Dying](#) – Faith in Action committee
- 53-55 [Keeping Trans People Safe](#) – Synod Pastoral Committee
- 61 [Emphasising Evangelism in the Life of the United Reformed Church](#) – Faith in Action committee
- 4 [Methodist/URC Liaison Group](#) – Synod Pastoral Committee
- 5 [Church Life Fund Implementation Progress Update](#) – Finance and Property Board
- [Net Zero Task Group](#) – Finance and Property Board
- [Sustainability of Stipendiary Ministry in the United Reformed Church](#) – Synod Pastoral Committee
- [Trustees' Report and Financial Statements 2025](#) – Finance and Property Board and Trust

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 **Ministerial Changes**

Revd Paul Robinson left the United Church in Rhyl in August to take up the call to serve a Moderator of Southern Synod. The future of ministry in the North Wales region is being considered by a group of Elders from the region's churches.

4.3 **Ministerial reviews**

Following a review, Revd Kate Wolsey's post as Transitional Minister in Pembrokeshire has been extended for a second term of three years, ending in 2030.

Following a review, Revd Martin Spain's post as Officer for Ecumenical and Interfaith Relations has been extended for a further term of five years.

4.4 **Church closures**

Senghenydd & Abertridwr URC held their final service and closed on 9 August 2026.

Tabernacle URC Rhayader closed on 20 September 2026.

4.5 **Vacancies**

A call is being explored in the Bridgend United Area.

A vacancy for a URC minister to work ecumenically has been declared in Mid Wales, based in Builth Wells.

4.6 **The Future of the Commission of Covenanted Churches**

The consultation into the proposal regarding Supplementary Ordination for Ministers which was mentioned at a previous Synod Meeting is no longer going ahead. A proposal to stand down the Commission and commend and entrust the Covenant for Unity to Cytûn is currently being considered and will be brought to a future Synod Meeting.

5. Faith In Action Committee

Faith In Action Committee continues to meet 4 times a year both in person and on Zoom.

We cover a wide range of topics that affect the United Reformed Church here in Wales including family, youth and children's work; rural matters; the work of Cytun; Eco and Rural matters; social justice, A More Able Church and Discipleship programmes.

FOR INFORMATION:

5.1 A More Able Church

Those involved are looking at how to take this forward following the successful webinars which are available to watch on the Synod You Tube channel.

5.2 Children, Young People and Families

A Grandparenting resource, 'Faithful Footsteps' is now available. The 2026 Advent resource entitled 'They Should Have Used A Camel' is also now available. 5 young people attended IT4 and 1 person attended Wessex Synod's Children's Camp.

Judy Harris has now retired as the Synod's CYDO, and a review of the post is in progress.

5.3 Synod Stepwise

Faith Filled Worship on Zoom is continuing with 6 participants from across the Synod.

5.4 Environmental Matters

Wales currently has 11 bronze, 4 silver and 2 gold Eco Church Awards. All regions apart from Mid Wales have now held Eco Roadshows.

5.5 Racial Justice

It has been good to welcome Revd Zaidie Orr as the Synod's Racial Justice Advocate.

5.6 Lay Preaching

A monthly Zoom meeting is held on 3rd Thursday of the month. The next Lay Preaching weekend is being held at the end of October at the Metropole Hotel Llandrindod Wells.

6. Finance and Property Board/Trust Company

FOR DECISION:

6.1 **2025 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. 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 **2027 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 increases to £400,000 which is an increase of £80,000. This is the first request to increase support in three years. The budget continues to draw income from sales of redundant buildings across financial years to enable the levels of activity across the Synod's priorities to remain the same despite increased base costs. There is also a withdraw from our Reserves to meet the staff transition costs for a year. [Resolution 2]

FOR NOTING:

6.3 **Mission Development Fund**

Grants from the Mission Development Fund were awarded to Canton Uniting Church (Cardiff), Keyston URC (Pembrokeshire) and Rivertown URC (Shotton).

6.4 **Daphne & Bethan Fund**

Grants from the Daphne & Bethan Fund were awarded to Rivertown URC (Shotton), SING! Youth Gospel Choir (Pembrokeshire), and for attendance at Wessex Synod Children's Camp and the IT4 Youth Event.

6.5 **Synod Manse Fund**

A grant from the Synod Manse Fund was awarded for improvements to the Valleys Pastorate Manse in Pontypridd.

6.6 **Property sales**

Concurrence was given for the sales of the Hub at St Andrew's URC in Cardiff and the Rivertown Manse in Shotton.

6.7 **Building works**

Concurrence was given for works at Tyddyn Street United Church (Mold), Temple URC (Gowerton), St Andrew's URC (Cardiff) and St John's Church (Tenby) as listed buildings.

6.8 **Investment Policy**

Updates to the Investment Policy were agreed.

6.9 **Employment of local church staff**

A new category of employment was agreed, in which the Trust will take responsibility as the designated employer for staff engaged by a specific local church, pastorate or region.

6.10 **Rivertown URC**

Concurrence was given for building works and staff employment at Rivertown URC (Shotton).

6.11 **Church closure**

A resolution for closure from Senghenydd & Abertridwr URC was received.

6.12 **Synod Support Team staff changes**

Changes to the Synod Support Team were agreed, with Claire Boot becoming Trust Officer & Assistant Company Secretary, Joel Sainsbury becoming Property Officer & Project Manager, Janice Hill appointed as Finance Manager, and Cathy Morris appointed as Personal Assistant and Administration Manager.

FOR INFORMATION:

- 6.13 In April, Sheila Jones was thanked for her faithful service upon her retirement from the board.

Resolution 1

Synod Meeting receives the accounts for 2025 as summarised in [Appendix C](#).

Resolution 2

Synod Meeting approves the Synod General Fund Budget for 2027 as shown in [Appendix D](#).

7. A Synod Conversation on the Ministry and Mission Fund

As part of a review into the Ministry and Mission Fund, synods have agreed to set aside 90 minutes of their October Synod Meetings to have a conversation about M&M. The work is being coordinated by the Resolution 46 (M&M) Task Group. For more information on the plans, please see [this paper](#).

Agenda

Understanding our shared covenant of ministry

1. **Introduction** (video, Revd Dr John Bradbury)
2. **The Theology of Money** – a short Bible study
2 Corinthians 8:1–15
3. **Why the Ministry and Mission Fund exists and how it works** (video, members of Resolution 46 Task Group)
4. **Synod Conversation**
5. **Invitation and Prayer**

Appendix A: Nominations Report

Synod Support Team

Synod Moderator

David Salisbury

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)

Vacant

Safeguarding Officer

Lee Whyman

Deputy Safeguarding Officer

Vacant

Officer for Ecumenical and Interfaith Relations

Martin Spain

2021 –

Personal Assistant and Administration Manager

Cathy Morris

Trust Officer and Assistant Company Secretary

Claire Boot

Property Officer

Joel Sainsbury

Finance Manager

Janice Hill

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	Kathryn Price
East Wales	Branwen Rees
Cardiff and Penarth	Martha McInnes
Valleys and Vale	Clare Nutbrown-Hughes
Swansea	Verena Walder
Pembrokeshire	Stella Hayton
Mid Wales	<i>vacant</i>
Bridgend United Area	Richard Gillion
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 – 2029
Secretary	Trust Officer	
Members:	Alison Tansom	2021 – 2027
	<i>3 vacancies</i>	

Ex officio

Trust Company Secretary and Synod Treasurer

Finance Manager

Property Officer

Faith In Action Committee

Convener	Branwen Rees	2021 – 2029
Members:	Lee Liddell	2027 – 2029
	Martin Spain	2021 – 2029
	<i>2 vacancies</i>	

Ex officio

Training and Development Officer
 Children and Youth Development Officer
 Officer for Ecumenical and Interfaith Relations
 Green Advocate
 Rural Advocate
 Lay Preaching Advocate
 Racial Justice 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
 Line managers of Synod Safeguarding roles
 Pat Davies
 Lyn Evans
 Liz Jones

Other Appointments

To General Assembly Councils/Committees/Panels, etc.

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
Racial Justice Advocate	Zaidie Orr
A More Able Church Advocate	Julie Kirby
PLATO	Property Officer
URC Youth Representative	Leo Munnik
Synod Mission Enabler	<i>vacant</i>
URC Spirituality representative	<i>vacant</i>
GEAR representative	<i>vacant</i>
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	David Salsbury (representing the Moderators' Meeting)
Equalities, Diversity, Inclusion and Belonging Committee	David Salsbury (secretary)

URC (Wales) Trust Company Limited

Convener	Ian Lloyd Parry	
Company Secretary	Chris Atherton	
Assistant Secretary	Trust Officer	
Trustees:	<u>Trust Appointed:</u>	
	Colin Grimes	annual appointment
	Ian Lloyd-Parry	annual appointment
	<u>Synod Appointed:</u>	
	Donna Jones	2025 – 2027
	Diane Moverley	2021 – 2027
	Sandra Wallace	2017 – 2029
	Simon Walkling	2025 – 2027
	<i>1 vacancy</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 – 2027
Commission of Covenanting Churches	Synod Moderator Officer for Ecumenical and Interfaith Relations <i>Vacancy</i>	
Commission of Covenanting Churches – Faith and Order Group	Officer for Ecumenical and Interfaith Relations Susan Durber	
Cytûn Trustee	Officer for Ecumenical and Interfaith Relations	
URC/PCW Liaison Group	Synod Moderator Officer for Ecumenical and Interfaith Relations	
	Lynda Bull	2020 – 2028
	Julie Davies	2025 – 2027
	Helen Dowdell	2025 – 2027
	Wendy Tansill	2021 – 2028
URC/Methodist Liaison Group	Synod Moderator Officer for Ecumenical and Interfaith Relations	
	Noel Davies	2021 – 2025
	Colin Harrison	2016 – 2025
	Stella Hayton	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 2027-2029

			Conduct & Behaviour	Safeguarding
North Wales				
St John's Buckley °	Jennifer Jones	to 31/12/2028	✓	✓
	Donna Jones	to 31/12/2028	✓	✓
	Sheila Kavanagh	to 31/12/2028	✓	✓
St John's Flint °				
Gloddaeth, Llandudno	David McKinlay	to 31/12/2028	✓	✓
Horeb, Dyserth °	Jennifer Jones	to 31/12/2029	✓	✓
Mold, Tyddyn Street	Julie Davies	to 31/12/2029	✓	✓
	Angie Bebbington	to 31/12/2029	✓	✓
Rhos-on-Sea	Pete Fawcett *		-	-
	Carolyn Ridding *		-	-
United Church in Rhyl °	Tony Barkley	to 31/12/2028	✓	✓
	Christine Randall	to 31/12/2028	✓	✓
Rivertown, Shotton	David Clarkson	to 31/12/2028	✓	✓
	Linsey Ann Dentith	to 31/12/2028	✓	✓
	Janet Gray	to 31/12/2028	✓	✓
	Donna Jones	to 31/12/2028	✓	✓
	Sheila Kavanagh	to 31/12/2028	✓	✓
Salisbury Park, Wrexham	Shirley Devaney	to 31/12/2028	✓	✓
	Barbara Jones	to 31/12/2028	✓	✓
East Wales				
Cwmbran	Diane Brain	to 31/12/2028	✓	✓
	Lyn Oelmann	to 31/12/2028	✓	✓
Stow Park, Newport	Maggie Kirkbride	to 31/12/2029	✓	✓
	Ron Prosser	to 31/12/2027	✓	✓
	Helen Dowdell *		-	-
Cardiff and Penarth				
Beulah, Rhiwbina °	Richard Edwards	to 31/12/2028	✓	✓
	Sarah Edwards	to 31/12/2028	✓	✓
	Andrew Glanfield	to 31/12/2028	✓	✓
	Louise Morgan	to 31/12/2028	✓	✓
	Geraint Richards	to 31/12/2029	✓	✓
	Marion Williams	to 31/12/2029	✓	✓

Canton, Cardiff	Chris Atherton	to 31/12/2028	✓	✓
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	✓	✓
Parkminster, Cardiff °	Sylvia Abel	to 31/12/2028	✓	✓
St Andrew's, Cardiff	Christine Clarke	to 31/12/2028	✓	✓
	Jill Shelton	to 31/12/2028	✓	✓
Valleys and Vale				
Bethesda'r Fro	Christine Clarke	to 31/12/2028	✓	✓
	Clive Curtis	to 31/12/2028	✓	✓
	Russell Davies	to 31/12/2028	✓	✓
	Nigel Williams	to 31/12/2028	✓	✓
St. David's Uniting	Iestyn Henson	to 31/12/2027	✓	✓
	Alan Hills	to 31/12/2027	✓	✓
	Claire Hughes	to 31/12/2028	✓	✓
Van Road, Caerphilly	Lewis Lewis-Head	to 31/12/2028	✓	✓
	Rob Moverley	to 31/12/2028	✓	✓
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 31/12/2028	✓	✓
	Elaine Jones	to 31/12/2028	✓	✓
Tabernacle, Mumbles	Phyllis T. Roberts	to 31/12/2028	✓	✓
	Lindsey Walder	to 31/12/2028	✓	✓
	Verena Walder *		-	-
Temple, Gowerton	Lindsey Walder	to 31/12/2028	✓	✓
Pembrokeshire				
Tabernacle Pembroke	Ian Summers	to 31/12/2029	✓	✓
Mid Wales				
Penuel, Llanwrthwl	Sally Tolson	to 31/12/2028	✓	✓
Bridgend				
Ogmore Vale	Heather Phillips	to 31/12/2027	✓	✓
Brecon Beacons				
Brecon Beacons Pastorate (Abergavenny URC Plough Church Brecon)	Judith Negus	to 31/12/2028	✓	✓
	Margot Seabourne	to 31/12/2028	✓	✓
	Liz Tadd	to 31/12/2028	✓	✓

- * indicates those included for the duration of their term of service as Local Church Leader, although no renewal is required.
- o 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: 2025 Accounts

THE UNITED REFORMED CHURCH (WALES) TRUST COMPANY LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 DECEMBER 2025

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £	Total Funds 2024 £ (Restated)
Income from:						
Donations and grants	2	354,971	-	-	354,971	357,521
Investment income	3	134,675	1,125	2,733	138,533	125,406
Other income	4	923,489	-	-	923,489	139,436
Total income		1,413,135	1,125	2,733	1,416,993	622,365
Expenditure on:						
Raising funds		7,886	-	-	7,886	2,927
Charitable activities	5	776,038	39,702	-	815,740	856,782
Total expenditure		783,924	39,702	-	823,626	859,709
Net gains/(losses) on investments	11	(113,717)	(5,499)	(7,478)	(126,694)	167,803
Net income/(expenditure)		515,494	(44,076)	(4,745)	466,673	(69,541)
Transfers between funds	17	(65,682)	65,682	-	-	-
Net movement in funds		449,812	21,606	(4,745)	466,673	(69,541)
Total funds at start of year (as previously stated)		9,695,360	129,420	187,263	10,012,043	9,748,099
Prior year restatement	23	(333,485)	-	-	(333,485)	-
Total funds at start of year (restated)		9,361,875	129,420	187,263	9,678,558	9,748,099
Total funds at end of year	17	9,811,667	151,026	182,518	10,145,231	9,678,558

The Charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

Appendix D: 2027 Budget

The United Reformed Church (Wales) Trust Company Limited General Fund - Budget 2027

	2025 ISRS figure 320,000		2026 ISRS figure 320,000	2027 ISRS figure 400,000	
	2025 Budget £	2025 Actual £	2026 Budget £	2027 Budget £	Explanatory Notes and Comments
Incoming resources					
Dividends and interest	97,248	106,628	110,408	111,959	2025 Actual +5%
Inter Synod Resource Sharing	203,000	203,000	203,000	262,250	£100k Base Figure. £122.25k Staffing. £40k Trans Mins.
Inter Synod Resource Sharing (CYDO)	61,000	61,000	62,000	69,000	Underwriting achieved through Buffer ISRS Fund - rolling 3yr. Model
Inter Synod Resource Sharing (Safeguarding)	23,500	23,500	23,500	33,750	75% of Safeguarding costs
Inter Synod Resource Sharing (Mission)	32,500	32,500	31,500	35,000	Regional Ministry, Training Events, Synod Priorities, Youth Events
Sales revenue & donations	400	98	400	400	Gift Aid not claimed 2018-26.
Property Sales Fees	10,000	35,887	10,000	10,000	3% Fee levied on gross sale proceeds received.
Property Rental Income	-	4,658	-	-	
Property Sales Revenue	-	297,084	-	-	
Church contributions	3,500	4,305	6,000	4,500	Extra focus on M&M working better
Other Grants	10,000	5,166	10,000	7,500	EO 50%, CME 100% refund, DDF Core Grant. Some grant claim in arrears
Solar Panel income	400	344	400	400	
Miscellaneous income - Redundant Chs	89,000	68,071	79,000	96,000	2025 Bethesda Tongwynlais £96K (2of 3 of net proceeds). From SGF balances
Miscellaneous income	13,500	19,546	12,500	12,500	
Transfer from SGF Reserves				50,000	Staff Transition costs
CBF Grants	25,000	25,000	-	25,000	CBF scheme continued
Total Income	589,048	886,787	548,708	718,259	
Charitable Expenditure - Mission					
Mission grants/Digital Ministry/LEP Ministry	15,000	9,250	0	0	
Transitional/Regional Ministry Support/MoM Pilot	35,000	27,523	35,000	35,000	North Wales pastorate 20% support added.
D&BJ, Livingston & other grants		24,588	-	-	
Regional Events/Church Support - Mediation	5,000	570	2,500	1,000	
CBF grant due to churches	25,000	-	-	25,000	CBF Scheme continued
Ecumenical & Interfaith Officer's Expenses	11,500	14,375	11,500	14,000	EO extensive mileage
Cytun/Free Church Federal Council	2,500	8,811	5,000	9,900	Central funding support reduced. Cytun subscription increase
Chaplaincies	1,000	-	500	-	
Training Events	16,500	1,093	5,000	5,000	
Synod Priorities	7,500	6,581	7,500	7,500	
CYDO	61,000	62,092	62,000	53,000	Post maintained via ISRS Funding. New Starter 9mths costs 2027
Synod CYDO/ Youth costs	5,000	5,704	5,000	5,000	
Training costs	9,500	10,228	4,500	10,000	To balance TDO Housing Costs/Expenses/Training Costs
Safeguarding	3,500	12,022	3,500	5,000	
	198,000	182,837	142,000	170,400	
Charitable Expenditure - Property					
Property Insurance/ legal fees	2,000	17,659	2,000	18,000	
Graveyards and closed churches	2,500	28,378	2,500	2,500	
Dona Lola cost (Other Trust Costs)	5,000	4,410	5,000	5,000	Pastoral Support scheme
Property Miscellaneous Costs		13,560			
Manse Policy Grants		349,269			
Surveyors/Surveys/Quinquennial Inspections	8,928	33,028	-	15,000	Drone Surveys, Energy Report schemes for Local Churches
Trust legal fees	1,000	2,098	1,000	1,000	
	19,428	448,402	10,500	41,500	
Synod Related Costs					
Synod Day + Synod Meeting	2,900	13,818	7,500	15,000	
Boards and committees	1,750	4,981	2,000	5,000	
General Assembly	-	205	-	-	
Synod - task groups	150	179	150	150	
Moderator Support	-	-	-	-	
Trust Insurance	4,500	5,613	4,500	6,000	
Other Trust Expenses/Contingency	150	3,278	150	150	
Synod publications					
	9,450	28,074	14,300	26,300	
Total Charitable Resources Expended	226,878	659,313	166,800	238,200	-
Personnel Costs					
Moderators PA & Administration Officer	33,739	34,620	35,042	31,860	

The United Reformed Church (Wales) Trust Company Limited
General Fund - Budget 2027

	2025 ISRS figure 320,000	2025 Actual	2026 ISRS figure 320,000	2027 ISRS figure 400,000	Explanatory Notes and Comments
	2025 Budget £	2025 Actual £	2026 Budget £	2027 Budget £	
Incoming resources					
Property Officer	2,009	27,659	27,947	40,800	
Trust Officer				42,400	
Clerk & treasurer costs	3,623		37,585	42,400	
Admin staff (FO, AO)	43,462	79,058	43,399	49,500	
Appt Levy	864		890	890	
Safeguarding Officer	28033	37,491	30307	28200	
Staff Salaries	175,170	178,828	192,861	241,890	2.5% pa COL 2027. Includes Telecoms Allowance
Employer's NI Contributions	20,914	16,393	28,286	33,383	based on 15% Averaged Contribution. 3% more.
Employer's Pension Contributions	38,417	32,671	39,137	51,124	based on 23.5% Employer's Contribution.
Employees' Expenses	7,500	1,549	7,500	10,000	Increase reflects greater support for Churches
Staff training	-	2,011	-	2,500	
	242,001	231,452	267,784	338,897	
Premises					
Heating, Light and Water	1,500	3,821	2,000	4,000	
Cleaning	1,500	2,040	1,900	2,000	
Ground Rent for church land	3,850	3,850	3,850	3,850	
Building Maintenance	1,000	2,531	1,000	2,500	
Depreciation on Office Building	1,402	1,527	1,402	1,402	
	9,252	13,769	10,152	13,752	
Office Costs					
Printing, postage & stationery	2,500	3,645	2,500	4,000	
Telephone	4,000	3,096	4,000	4,000	
Consumable Equipment		1,518			
Equipment Rental (photocopier)	1,560	-	1,560	-	
Equipment Depreciation	2,500	1,714	2,500	2,000	
Computer Running Costs	1,750	14,592	5,250	10,000	
Sundry Expenses	2,500	266	2,500	2,500	
Ministry & Mission Arrears		-			
Investment Management Fees/Bank charges	200	7,842	200	8,000	Investment Fees shown rather than netted off.
	15,010	32,673	18,510	30,500	
Legal and Professional Fees					
Accountancy fees	6,750	17,750	15,000	15,000	
Consultancy fees	6,900	12,255	6,900	6,900	
Finance/Governance Support	58,240	60,664	61,880	72,800	Hourly rate change + £2.50 ph (Sept 2026)
	71,890	90,669	83,780	94,700	
Total Administration Expenditure	338,153	368,563	380,226	477,849	
Total Operating Expenditure	565,031	1,027,876	547,026	716,049	
Net (Deficit) for the year - being from brought forward unrestricted reserves	4,017	(141,089)	1,680	2,210	Synod Meeting resolution requires a balanced budget to be set

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

Appendix E: Moderator of General Assembly 2028-2029

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 2028 until the close of General Assembly 2029.

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.urcwailes@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 2027.**

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 2028-2029**
for ballot at the Spring 2027 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 2027**

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 2028-2029**
for ballot at the Spring 2027 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 2027

Email: megan.price.urcwailes@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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