

**Scottish Episcopal Church  
Diocese of Brechin**



**Diocesan Synod**

**Saturday 5<sup>th</sup> March 2022  
St. Mary's, Broughty Ferry**

## Guidance Notes

Please print off these papers for Diocesan Synod. If you wish to be sent a hard copy please contact the Diocesan office. Some hard copies will be available at St Mary's Broughty Ferry on the day of the Synod.

### **NOTES on Membership of Synod and Voting**

Full Membership of Synod is given on pages 53-56.

#### **Voting Members of Synod are:**

Clerical members who are instituted, licensed or commissioned.

Lay Members who are:

- Lay Representatives of congregations
- Alternate Lay Representatives of congregations whose Lay Representatives are **NOT** available to vote at the time of the ballot (e.g. owing to absence or illness). Only one voting representative per congregation is permitted.
- Lay Members of General Synod
- Alternate Lay Members of General Synod

Lay Members of the Diocesan Council and the Diocesan Buildings Committee are *ex-officio* non-voting members of Diocesan Synod.

Clergy with Warrants are entitled to attend and speak at Diocesan Synod but not to vote.

Clergy with Permission to Officiate may be invited to Diocesan Synod but have no rights in the meeting.

### **Synod Rules of Order and Constitution**

Rules of Order of Synod are given on pages 57-60

The Constitution of Synod is reproduced on pages 61-63

# Agenda

## Scottish Episcopal Church DIOCESE OF BRECHIN

Scottish Charity No SC016813

### Agenda for Diocesan Synod – Saturday, 5<sup>th</sup> March 2022

#### St Mary's Church, Broughty Ferry

9.30am Coffee & Registration  
10am Synod Eucharist  
10.45am Commencement of business

#### Timetable

<b>Session 1:</b>	<b>10.45am – 11.45am: Mission &amp; Ministry</b>
<b>Break:</b>	<b>11.45am – 12noon</b>
<b>Session 2:</b>	<b>12noon – 12.45pm: Finance</b>
<b>Lunch break</b>	<b>12.45pm – 1.30pm</b>
<b>Session 3:</b>	<b>1.30pm – 2.30pm: Governance &amp; Elections</b>

#### Session 1: 10.45am – 11.45am: Mission & Ministry

##### **Opening Business:**

Roll Call of Members (from registration)

Welcome to General Synod Office Representative

Mr Malcolm Bett, Provincial Treasurer

Changes in Clergy and Lay Ministers (page 5)

Accuracy of Minutes of previous Diocesan Synod March 2021 (pages 6 - 16)

Matters Arising

##### **Questions on reports received:**

In this session the following reports will be received as read:

- Mission & Ministry Report (pages 19-21)
- Companion Links Report (pages 22-25)
- Young People's Report (page 26)
- Communications Report (page 27)

##### **Diocesan Strategy:**

The Strategy: Review of the last year (PowerPoint)

Clusters

Transitions

Support & Wellbeing

Diocesan Statistics (pages 17-18)

St John the Baptist, Stobswell – Proposed sale of site (pages 31-32)

Diocesan Environmental Group – GS20 action update (verbal report)

#### Break: 11.45 to 12noon

# Agenda

## **Session 2: 12noon – 12.45pm: Finance**

### **Questions on reports received:**

In this session the following reports will be received as read:

- Diocesan Council Report (pages 28-30)
- Diocesan Protection of Vulnerable Groups Officer Report (pages 33-37)
- Diocesan Buildings Committee Report (page 38)

### **Finance:**

Financial report (pages 39-40) and 2020-21 Report (Presentation on day)

Budget (pages 41-43)

Quota for 2021-2022 (page 44) blank in this edition of papers – still in preparation.

Motion: “That this Synod approve the budget and quota for financial year 2021-2022 as presented.”

Designated Mission & Ministry Funding Report (page 45)

Motion: “That this Synod receive Diocesan Council’s report of ongoing use of designated funds, including any ‘St John’s Fund’, to support fixed term Mission & Ministry projects, reporting back each year.”

## **Lunch break 12.45pm – 1.30pm**

## **Session 3: 1.30pm – 2.30pm: Governance & Elections**

### **Business from General Synod 2021:**

Revised 1982 Liturgy – Diocesan Review Before GS2022.

Notes, link to revised liturgy and the process for liturgical change are at page 46

(Dr John Davies – Liturgy Committee)

Motion: “That this Synod approves the adoption of the revised 1982 Liturgy at GS 2022.” Vote by houses, reported to GSO.

**Elections:** (The Dean will take the chair of the Synod)

(Voting only required if more candidates than posts)

Diocesan & Provincial Elections & Appointments (pages 47-51)

List of vacancies - page 47

Full list of post holders and vacancies - pages 48-51

### **Concluding Business**

Votes of thanks for service in the past year and for the Synod

Confirmation of the Acts of Synod, Final Prayers, the Blessing, Dismissal

### **Date of Next Meeting of Spring Diocesan Synod**

Saturday 4<sup>th</sup> March 2023

### **Autumn Synod – Date TBC – To Review Environmental Matters & Accounts**

## **2020-21 Changes in Diocese of Brechin Clergy & Lay Ministers**

### Clergy Movements (in alphabetical order) between Dec 2020 and Nov 2021

The Rev Martin Allwood was licensed as priest in charge (transitional ministry) for Holy Rood Carnoustie and Holy Trinity Monifieth.

The Rev Jim Benton-Evans was instituted Rector of St Andrew's Brechin and St Mary's and St Peter's Montrose with St David's Inverbervie.

The Rev Dr Francis Bridger retired as Rector of St Mary's Broughty Ferry and St Martin's Dundee.

The Rev Helen Bridger resigned as Assistant Priest of St Mary's Broughty Ferry and St Martin's Dundee.

The Rev Gary Clink was ordained priest in September 2021 and started sharing his title post between St Mary's Arbroath/St Peter's Auchmithie and St Salvador's Dundee.

The Rev David Gordon, priest in charge of All Souls' Invergowrie, ended his time as Interim priest for St Paul's Cathedral Dundee and was licensed as priest in charge of St Salvador's Dundee – both roles now transitional ministry.

The Rev Stephen Graham, Chaplain at Glenalmond School, was licensed PTO for Brechin Diocese.

The Rev Mary Jepp was selected as priest in charge (transitional ministry) for St Ternan's Muchalls and St James' Stonehaven. Her licensing was delayed until January 2022.

The Rev Paul McLaren-Cook was licensed PTO for Brechin Diocese.

Rev Graham Nevin was commissioned as priest for St Margaret's Lochee, Dundee.

Mrs Susan Rowe, Lay Reader, was licensed as a Lay Reader in Brechin Diocese.

The Rev John Skinner resigned as priest in charge (transitional ministry) for St Andrew's Brechin and St Mary's and St Peter's Montrose with St David's Inverbervie.

The Very Rev Elizabeth Thomson was instituted as Provost and Rector of St Paul's Cathedral, Dundee.

### RIP

The Rev David Shepherd, formerly Rector of St Mary Magdalene Dundee.

Canon Jack Denholm (Jan 2022), former Curate at St Mary Magdalene, retiree in Leven Care Home.

# Minutes of the Meeting of the Brechin Diocese Synod Held online on Saturday, 6 March 2021 via Zoom

## Opening Worship

The Bishop led online worship and gave the charge:

*Greetings and welcome to you all, to the Diocese of Brechin Synod 2021. This is a strange year, we gather using Zoom – looking back to one year ago, we were starting to realise that things would change: but we really didn't know by how much! So it is strange, but good, to be able to gather in this way.*

*Last year I reflected that Synods might look like gathering to talk about constitutions and budgets and annual reports: but it is actually an example of the Body of Christ working to be healthy, well supported and looking for God in the world around us!*

*This year has made that reflection seem even more important. When we cannot meet in person, week by week, or cannot connect socially at all, or when we are worshipping under tight restrictions: we are still the Body of Christ, and creativity has let us be the Body of Christ in different ways: but it IS hard. The signs of hope: falling virus levels and vaccination spreading fast – those are encouraging, but we are in a world where it will take some years for the effect of the virus to pass – and will it ever, entirely?*

*So this year has been a year like no other. The changes to everyone's life have been a part of our life as a church and as a diocese. Today you will hear that there isn't a financial crisis for the Scottish Episcopal Church or the Diocese of Brechin: but so many other aspects of our life have been stretched and strained. The companionship relationships we enjoy with Iowa and Swaziland have been signs of encouragement this year: then the shock of Bishop Ellinah of Swaziland dying with Covid, just a few weeks ago now. It has been a year of many, many challenges.*

*So what does lie ahead for us as the Episcopal Christians of this place, as we gather in Synod and see each other in little windows on our computer screens?*

*In a way, very little has changed in terms of planning and development in the diocese. A lot of our planning is about how we can help the charges of this diocese grow in confidence, change as needed and find ways to flourish. The pandemic hasn't changed any of that. You will hear about plans have developed and progressed. It's taking longer to do everything, as Zoom becomes the medium of choice for any meetings.*

*At all my Synods (this is my third Spring Synod) I talked about encouragement. This has been a year when it would be easy to be discouraged – but I continue to be encouraged by the faithful disciples that I meet (on screens and, sometimes, in a masked church congregation), the people who are still living the call of Jesus to show God's love for all those around them, to work towards the finding the plan that Jesus calls us to follow.*

*So I can say, as I did last year: I am encouraged by YOU: the people of the Diocese of Brechin – God's beloved disciples in our church, in this place! Amen*

## Session 1 Mission & Ministry

Bishop Andrew went over opening business.

# Minutes of Synod 2021

He introduced those for whom it was their first Synod - the Rev'd Andrew Murphy, the Rev'd Gary Clink, Sue Lansley and John Lowe.

He listed movements in clergy over the last year and referred to clergy and Lay readers who have died – Rev George Grieg, Assistant Priest at St Salvador's Dundee, Bill McFawns, retired Lay Reader from Holy Trinity Monifieth, Rev William Neil, retired Assistant Priest, at St Mary's Broughty Ferry, Rev Canon John Rogan, Provost of St Paul's Cathedral from 1978-1983, Ms Carole Spink, Lay Reader at St Paul's Cathedral.

## **Roll Call of Members** 56 present with 3 apologies

Details were provided of those from Clergy and Laity who could vote. Aspects of Items 12 and 13 will be suspended from Rules of Order of the Diocesan Synod to enable voting through Zoom.

## **Minutes of Diocesan Synod March 2020**

The Minutes were approved as an accurate record, noting one typing error in the third paragraph of Diocesan Statistics 2019 which would be altered in the signed copy of the minutes.

Proposed: Rev'd Roxanne Campbell  
Seconded: Mrs Jean Fenwick

## **Matters Arising:**

### **Constitution – Status and update**

OSCR confirmed that we could change the constitution (without an OSCR review) and it has now been changed. The Diocesan Council are now Charity Trustees.

A query raised about the archivist and appointment status on the Diocesan Buildings Committee has not yet been addressed but will be discussed with the archivist once it is possible to meet. Throughout the SEC, archivists are voluntary and informal. (Post meeting note: the new constitution makes the archivist ex-officio a member of Diocesan Buildings Committee but is silent on the appointment of the archivist).

## **Welcome**

Donald Walker, Director of Communications, and General Synod Representative was introduced and said a few words to Synod.

## **Mission and Ministry in the pandemic**

Bishop's Overview: Mission and Ministry has continued in the midst of the pandemic. It has been hard not being able to meet, to worship as we normally do, to connect with others ecumenically and not to socialise. However what the Diocese has been able to do since lockdown is very impressive. Mission with an outward focus is on-going and must remain high as we emerge. In the last year several churches have attracted new people and others are attending online worship from further away.

Written greetings had been sent from Bishop Alan Scarfe in Iowa.

*To the Bishop and People of the Diocese of Brechin Gathered in Synod:*

*Grace and Peace to you, as we greet you in the Name of our Lord Jesus Christ. In the words of the Apostle Paul: "I thank God every time I remember you, constantly*

## Minutes of Synod 2021

*praying with joy in every one of my prayers for all of you, because of your sharing in the Gospel from the first day until now.” (Phil 1: 3)*

*As I have shared before, one of those prayers comes from the service of Evening Prayer where we thank God for companionship: “O God, you manifest in your servants the signs of your presence: Send forth upon us the Spirit of love, that in companionship with one another your abounding grace may increase among us; through Jesus Christ our Lord. Amen” (Book of Common Prayer, page 125)*

*Personally, of course, as a family, Donna and I share with you more than companionship; we now share blood and water, as a highlight of this past year was the birth and baptism of grandson, Lochlan, born to Fiona and Elliott who as members of St Ninian’s also serve the bishop and diocese in their different ways. We are proud of that connection which was itself a fruit of our first young adult Companions pilgrimage to Swaziland. It is no surprise that our beloved companion bishop, Ellinah Wamukoya, enjoyed the encouragement of the couple, even to offering a suggestion to Elliott as to how many cows he needed to offer Fiona’s mum.*

*Even with the serious matters before your Synod, we share a common grief in the death of Bishop Ellinah. Thank you for devoting this Lent to her passion for God’s earth and for our own well-being in caring for it. We hope to follow suit in Eastertide, adapting the forty devotions to those fifty days. Both Bishop Andrew and I returned from the Synod in Eswatini a year last October bringing the challenge to our Diocesan bodies to engage more seriously in environmental issues. And you have led the way for us. You also shared in our burden of countering institutional racism and democratic fragility, holding prayer services for us and with us this year, and again we give thanks to God for you in that.*

*It is a joy to share episcopacy with Bishop Andrew. He is a counsellor, pastor and friend; and he knows that there is a responsibility that falls on every one of us called to the episcopacy within this companionship to work at its growth and ongoing development. It has a long history; and it is recognized with respect and admiration within the Communion, or at least by our sister dioceses within our own Provinces.*

*It is a privilege too to work with Pat Millar as our companion or links officer. We were delighted finally to have her present at our own Convention when we last met in person. Her passion and love for the people of Eswatini inspires us to set our sights wide in tackling God’s work. We all know that our own spiritual work at home is greatly challenged and encouraged as we share it more globally.*

*After eighteen years as Bishop of Iowa, I will retire at the consecration of my successor which is slated for December 18th, 2021. I hope Bishop Andrew will be able to join us that day; and I ask for your prayers for the diocese as we move through this current process of election discernment. Our election date is July 31, delayed to allow, God willing, for in person greeting of candidates, and election. Pray too for us as we launch a diocesan wide study of our racial history and seek to repent and correct our institutional biases. The audit will be presented at the 2022 Diocesan Convention. I finish my days as bishop, seeking to assist the diocese through this pandemic. We have been learning how to worship online, and how to develop Christian formation practices virtually. We use each liturgical season as a resource not only to grow spiritually but also to fulfil the practical duty of “pulling us along through time” hopefully bringing us closer to this pandemic’s end. We have been able to open up our Clergy conversations to your bishop and clergy; and as I say, we have prayed well together this year as companions. And we have shared one another’s burdens and in this way we fulfill the law of Christ. (Galatians 6:2)*



# Minutes of Synod 2021

*I started on a personal note, please let me be indulged once more to end with one. I have known four Bishops of Brechin in my time; and I pray that + Andrew will serve you for a long time. We look forward to knowing +Andrew as our Bishop for years to come as Donna and I assume our place in the time ahead as congregational members of your Diocese during our family visits and stays. The episcopal conversations will move forward with Bishop Ellinah's and my successor. May they know the friendship and fellowship we have enjoyed; and may we continue to hold as precious this opportunity to live our lives in Christ within such a vision of God's Kingdom as global companionships present to us.*

*God bless you, and keep you. God make His face to shine upon you. And give you peace.*

*In Christ's love,  
+Alan Scarfe, Bishop  
Episcopal Diocese of Iowa*

## **Diocesan Statistics**

Canon Kenneth Gibson, Synod Clerk, spoke to this item. A direct comparison of e.g. worship attendance with recent years is limited this year due to lockdowns. A correct copy of the statistics will be sent out. Between 2018 and 2020 total members fell by 15% but in the same period communicants fell by only 2.1%.

The statistics are not a league table but do provide a context for mission and ministry. Clergy were reminded by the Synod Clerk to look at Canon 41 and he offered to provide any assistance.

Canon Gibson was thanked for working on the statistics again this year.

## **Diocesan Strategy Update**

A summary of the diocesan strategy was given in the Annual Report and Accounts. The Bishop presented slides on progress to date.

Clusters: By lockdown last year all three clusters had done something. By the end of 2019 initial gatherings had taken place and further training and networking (e.g. treasurers in the 'Northern Cluster') had been started. However, even before the lockdown progress on clusters was not as rapid as had been hoped since diocesan capacity to plan, initiate and deliver activities was limited.

Transitions, Mission & Ministry: Five charges or groups of charges can be classified as 'transitional ministry' posts, with the recruitment process for new clergy including some of the principles of intentional management of change and guiding the charges in mission and ministry. The objective of transitional ministry is to allow charges to confidently develop with sustainable patterns of ministry.

- Montrose, Brechin & Bervie - After 18/19 months, for health reasons, Rev'd John Skinner will finish in May. The foundation has been laid for that linkage and reviews are ongoing for the next steps.
- Invergowrie (and the Cathedral during the vacancy) is coming up to a year with Rev'd David Gordon as priest in charge.
- Carnoustie & Monifieth – part way through recruitment

# Minutes of Synod 2021

- Muchalls and Stonehaven - working to advertise after Easter.
- St Mary Magdalene, Dundee – a different sort of transitional ministry. Rev'd Canon Kenneth Gibson and Rev'd Roxanne Campbell are ministering there following David Shepherd's retirement helping the congregation through lockdown and working out what is to be after such a long a distinguished ministry.

## Support to Clergy and Lay Leaders

Large gatherings and social occasions have not been possible this year. However, much creativity has led to some significant activities.

In September, two ordinations took place, under pandemic worship restrictions:

- The Rev'd Roxanne Campbell was ordained priest at St Ninian's, Dundee and is continuing to serve her title in St Mary Magdalene, Dundee,.
- The Rev'd Gary Clink was ordained deacon at the cathedral in Dundee and started to serve his title at St Mary's, Arbroath and St Peter's, Auchmithie.

A clergy and lay reader conference/retreat was held in early March 2020 at St Mary's Monastery, Kinnoull and online training has been delivered throughout the year by 'Place for Hope', a charity that is piloting a training and support relationship with Brechin Diocese.

Invitations were received to participate in online clergy training and retreat with our companionship Diocese of Iowa.

Various online 'drop in' sessions were also held to try and keep clergy and laity connected in the diocese.

## Environmental Issues and Climate Change

This was a central issue at General Synod when it met in December 2020 when the following motion was passed:

"That this Synod, expressing the need for urgent action in relation to the global climate emergency, call on the Church in Society Committee, working in conjunction with other appropriate bodies, to bring forward a programme of actions to General Synod 2021 to resource the Scottish Episcopal Church in working towards achieving net zero carbon emissions by 2030."

Members of synod were placed in break out rooms to review and discuss the motion. They were given questions to prompt discussion.

- Your reaction to this 9 year target?
- How important?
- Can we learn from Covid response?
- Do you agree that the church should lead?

They were given 10 minutes in the groups then provided feedback to synod.

There was broad consensus in the views expressed by the 8 groups.

Time scale – greater clarification is needed. Is it realistic or aspirational? There is a distinct risk that people are overwhelmed although a short timescale can focus minds.

There was unanimity about the importance of this for future sustainability.

Financing of this initiative is recognised as a major issue and one which raises many questions: not realistic for the church to fund this. Does government play a part? Grant funding? Other sources? For the church there is an issue of listed buildings. All churches

# Minutes of Synod 2021

need to carry out an audit of their carbon footprints. SMART goals could be set and reviewed regularly. We need to have a voice within the community and make known our commitment as Christians to addressing this emergency. Effective communication by the SEC at provincial, diocesan and church level must form part of the strategy.

## **Reports**

Reports were received as read. There were no questions.

- Mission & Ministry Report
- Companion Links Report
- Young People's Report
- Diocesan Communications Report
- Diocesan Council Report
- Diocesan PVG Officer's Report
- Diocesan Building Committee Report

## **Consultation on Canon 4 on the election of Bishops.**

Bishop Andrew reminded Synod that this was not a formal proposal for Canonical change yet, but part of a discussion on potential Canonical change that is ongoing. Dean Fay, a member of the review group, then made a presentation.

*The present process:*

***Bishop leaves Diocese*** - Primus issues mandate to begin the process

*Very precise timescales laid down in Canon 4*

### ***Preparatory Committee formed***

*Convened by Primus*

*2 Clergy and 2 Laity elected by Diocese*

*1 clergy and 1 laity from Diocese on Provincial Panel*

*3 members of Provincial Panel*

*Member of College of Bishops*

### ***Preparatory Committee***

*Accept Nominations*

*Prepare questionnaire for candidate*

*Interviews applicants*

*Prepares shortlist of 3 – 5 candidates*

*Diocesan Electoral Synod meet candidates*

*Diocesan Electoral Synod elects Bishop*

### ***Failing election***

*Primus issues 2<sup>nd</sup> Mandate*

*process as above but more time limited*

### ***If this process fails to elect***

*College of Bishops elect according to their own time scale*

# Minutes of Synod 2021

## **Two Proposed Options with significant revision of Canon 4**

### **Option 1 – Electoral Synod**

*Election - one process - one mandate followed to a conclusion over 3 possible stages  
Fewer timetabling and shortlist specifics with discretion at some points  
Electoral Synod as decision-making body - 2 meetings  
Election by College of Bishops as a last resort*

*Electoral Synod formed on date of Mandate rather than previous Diocesan Synod  
Greater flexibility in voting procedures  
Preparatory Committee and College of Bishops attend 1<sup>st</sup> Electoral Synod  
Training in spiritual discernment and 'employment' good practice should be given  
Publication of shortlist?*

*Retains tradition of Diocese electing its own Bishop*

#### **Pro?**

- *Bishops then have support of clergy and laity*
- *Diocese feels involved*

#### **Con?**

- *Depends on every member of Electoral Synod understanding the process, being willing to prepare themselves for the decision they make and supporting their decision*
- *With larger number of electors confidentiality could be more difficult*

### **Option 2: Electoral Council**

*Diocese still retains majority  
Replace Electoral Synod and Preparatory Committee with Electoral Council  
Larger than Preparatory Committee but smaller than Electoral Synod  
Membership 60/40% in favour of the Diocese  
Clergy and Laity equal Membership*

*Province represented through members elected by each Diocese  
2 representatives of the College of Bishops  
(1 - the Primus)*

*Diocesan representatives elected by Diocesan Synod at a specially convened meeting after the mandate issued  
Each member must familiarise themselves with Diocesan Profile*

*Council is free to determine the details of its appointment process  
Council will seek nominations and applications through a prayerful process of interviews and consultation to appoint a new Bishop  
Whole process confidential and only the elected candidate's name would be announced  
Training in spiritual discernment and good practice should be undertaken by all members of the Council*

#### **Pro?**

- *Retains direct diocesan involvement*
- *Task undertaken by people chosen on basis of their gifts and experience by who are willing to offer considerable time to their responsibilities*

# Minutes of Synod 2021

- *Smaller number means confidentiality should be easier to maintain*
- *Robust process but kinder to candidates*

## **Con?**

- *Departs from tradition of each Diocese electing its own Bishop*
- *May generate 'lack of buy in' by those not elected to Council or those who fear their tradition of point of view may not be heard*

Following the presentation, members joined break out groups for discussion before voting in a straw poll on the Two Options

Option One : Significant revision of the present canon but would retain the Electoral Synod as the key decision-making body

Option Two: Replace the Electoral Synod with an Electoral Council

Result of Straw Poll

Option One - 24

Option Two - 19

Undecided – 9

## **Elections & Appointments**

The Dean, the Very Rev'd Fay Lamont , took the chair.

### **Diocesan Officials**

Diocesan Treasurer Mr Allan Duffus Proposed by Rev Pete Mead  
Seconded by Mrs Vina Strachan

Diocesan Secretary Mr Michael Duncan Proposed by Mrs Fiona Scarfe  
Seconded by Dr Susie Schofield

### **Alternate Lay Members**

Of General Synod Elected annually

- 1 Mr Alan Slater  
Proposed by Dr Jaap Jacobs  
Seconded by Dr Susie Schofield
- 2 Mrs Judith Chaffer  
Proposed by Mrs Liz Howson  
Seconded by Mrs Jean Fenwick
- 3 Mrs Irene Butler  
Proposed by Mrs Jean Fenwick  
Seconded by Dr Jaap Jacobs

### **Alternate Clerical Members**

Of General Synod Elected annually

- 1 Rev Roxanne Campbell  
Proposed by Canon Michael Turner  
Seconded by Rev Tricia Duffett-Smith
- 2 Rev Gary Clink  
Proposed by Rev Roxanne Campbell  
Seconded by Rev Annalu Waller
- 3 Rev Denise Herbert  
Proposed by Dean Fay Lamont  
Seconded by Cannon Kenneth Gibson

### **Clerical Member of DBC**

Rev Gary Clink  
Proposed by Mr Michael Duncan  
Seconded by Rev Pete Mead

# Minutes of Synod 2021

## Clerical Member Faith & Order Board (4 Years)

Rev Pete Mead  
Proposed by Rev Denise Herbert  
Seconded by Rev Francis Bridger

## Member of Provincial Admin Board (4 Years)

Mr Michael Duncan  
Proposed by Canon Pat Miller  
Seconded by Rev Denise Herbert

## Safeguarding Officer

Rev Denise Herbert  
Bishop's Appointment

## Independent Examiner

Bird Simpson  
Proposed by Allan Duffus  
Seconded by Dr Susie Schofield

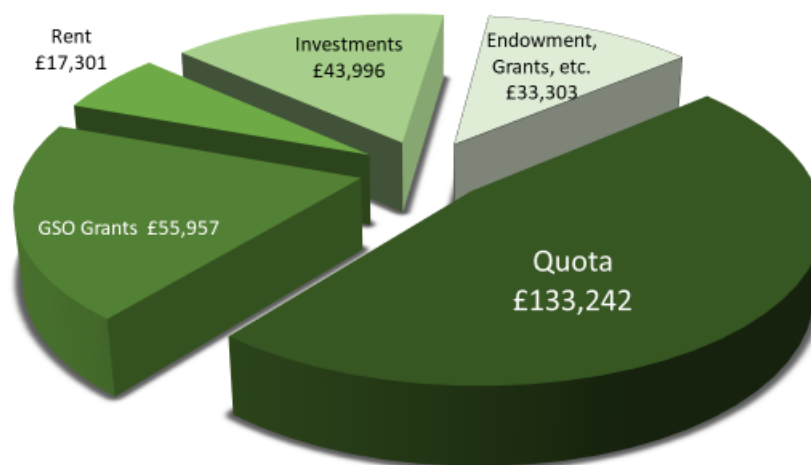
## Finance

### Annual Report and Accounts

Mr Allan Duffus, Diocesan Treasurer, addressed Synod and guided them through the Diocesan Accounts. His comments were further illustrated by graphics presented by the Bishop:

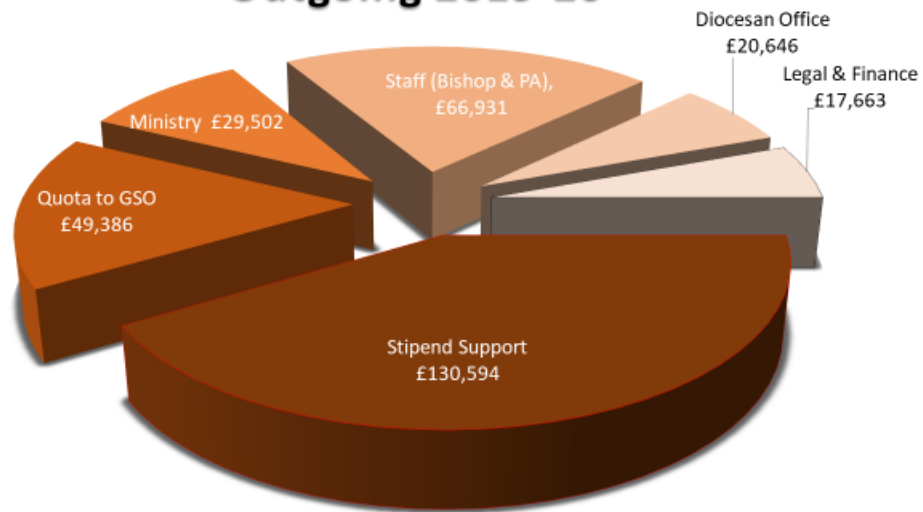
- Income 2019-20
- Outgoing 2019-20
- Stipend Support
- Diocesan Change of Value
- General Fund Finance 2017-21
- Deficit Reduction

## Diocese of Brechin - Income 2019-20

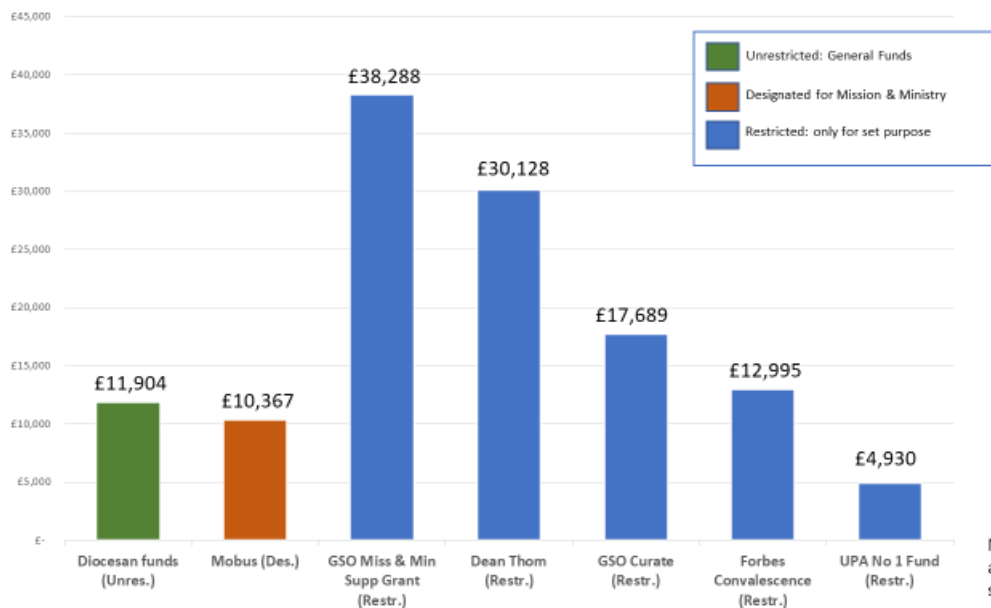


# Minutes of Synod 2021

## Diocese of Brechin Outgoing 2019-20



Financial Year 2019-2020: £130k Funds Used for Stipend Support

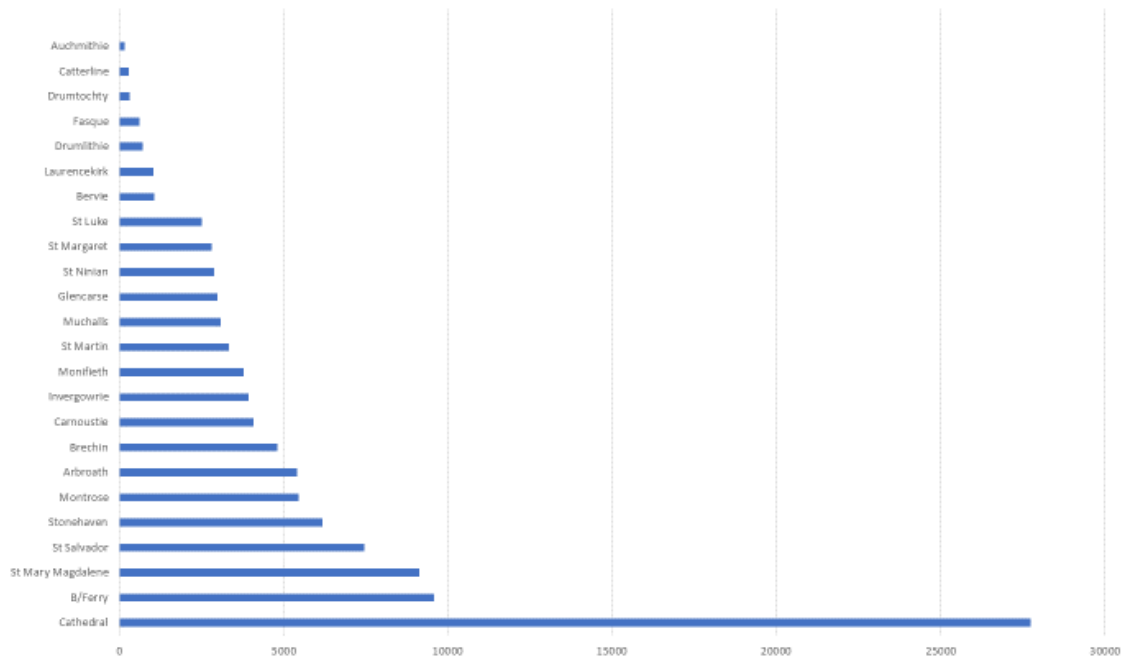


### Budget and Quota

The treasurer indicated that quota this year would be reduced by over 18% from £133K to £109K. All charges will pay less in 2021. It is anticipated that there will be rises over the next 3-4 years.

# Minutes of Synod 2021

## Quota Assessment: 2020-2021



**Motion:** 'That this Synod approve the budget and quota for financial year 20-21 as presented.'

Proposed by Ven Ian Young

Seconded by

Approved unanimously.

Thanks were expressed to Allan Duffus.

**AOCB** – None

Votes of Thanks;

Bishop Andrew expressed his thanks to the Diocesan Officers, The Registrar and Chancellor, Boards and Committees, Judy Robinson (buildings and properties), Elliott Scarfe, Bishop's PA and to Synod for service in the past year.

Dean Fay thanked Bishop Andrew for leading and guiding us through this most difficult of years.

The Acts of Synod were confirmed and were followed by Final Prayers, the Blessing and Dismissal.

**Date of Next Meeting of Synod**

**Saturday 5<sup>th</sup> March 2022**



# Diocesan Statistics

**DIOCESE OF BRECHIN - DIOCESAN SYNOD - 5 March 2022**

**STATISTICS (Returns relating to gender)**

Name of Church	Persons of all ages belonging to congregation			Persons on Communicants' Roll			Communicants on Sunday next before Advent			Attendance on Sunday next before Advent		
	M	F	Total	M	F	Total	M	F	Total	M	F	Total
	Dundee <b>Cathedral Church of St. Paul</b>	72	107	<b>179</b>	61	101	<b>162</b>	23	35	<b>58</b>	25	37
Arbroath <b>St. Mary the Virgin</b>	34	46	<b>80</b>	33	35	<b>68</b>	12	13	<b>25</b>	12	13	<b>25</b>
Auchmithie <b>St. Peter</b>	4	8	<b>12</b>	2	5	<b>7</b>	1	3	<b>4</b>	1	3	<b>4</b>
Brechin <b>St. Andrew</b>	33	72	<b>105</b>	20	48	<b>68</b>	20	48	<b>68</b>	8	15	<b>23</b>
Broughty Ferry <b>St. Mary</b>	23	43	<b>66</b>	15	29	<b>44</b>	7	15	<b>22</b>	8	18	<b>26</b>
Carnoustie <b>The Holy Rood</b>	28	54	<b>82</b>	19	45	<b>63</b>	7	15	<b>22</b>	9	18	<b>27</b>
Catterline *Combined with Stonehaven												
<b>St. Philips</b>												
Drumlithie <b>St. John the Baptist</b>	4	5	<b>9</b>	3	2	<b>5</b>	0	0	<b>0</b>	0	0	<b>0</b>
Drumtochty <b>St. Palladius</b>	12	14	<b>26</b>	0	3	<b>3</b>	0	0	<b>0</b>	0	0	<b>0</b>
Dundee <b>St. Luke</b>	30	24	<b>54</b>	25	22	<b>47</b>	10	8	<b>18</b>	10	8	<b>18</b>
Dundee <b>St. Margaret</b>	6	24	<b>30</b>	5	19	<b>24</b>	1	7	<b>8</b>	2	8	<b>10</b>
Dundee <b>St. Martin</b>	12	34	<b>46</b>	6	20	<b>26</b>	3	10	<b>13</b>	4	10	<b>14</b>
Dundee <b>St. Mary Magdalene</b>	40	96	<b>136</b>	35	79	<b>114</b>	9	10	<b>19</b>	68	101	<b>169</b>
Dundee <b>St. Ninian</b>	40	87	<b>127</b>	19	54	<b>73</b>	7	31	<b>38</b>	8	34	<b>42</b>
Dundee <b>St. Salvador</b>	21	18	<b>39</b>	10	12	<b>22</b>	8	5	<b>13</b>	9	5	<b>14</b>
Dundee <b>University of Dundee</b>	0	0	<b>0</b>	0	0	<b>0</b>	0	0	<b>0</b>	0	0	<b>0</b>
Fasque <b>St. Andrew</b>	10	16	<b>26</b>	6	11	<b>17</b>	2	1	<b>3</b>	2	1	<b>3</b>
Glencarse <b>All Saints</b>	60	61	<b>121</b>	45	56	<b>101</b>	21	29	<b>50</b>	21	29	<b>50</b>
Inverbervie <b>St. David of Scotland</b>	5	9	<b>14</b>	3	8	<b>11</b>	3	4	<b>7</b>	4	5	<b>9</b>
Invergowrie <b>All Souls</b>	12	20	<b>32</b>	10	17	<b>27</b>	4	6	<b>10</b>	5	7	<b>12</b>
Laurencekirk <b>St. Laurence</b>	20	40	<b>60</b>	7	20	<b>27</b>	3	1	<b>4</b>	3	1	<b>4</b>
Monifieth <b>Holy Trinity</b>	25	26	<b>51</b>	19	20	<b>39</b>	9	8	<b>17</b>	9	8	<b>17</b>
Montrose <b>St. Mary and St. Peter</b>	21	38	<b>59</b>	19	31	<b>50</b>	10	13	<b>23</b>	11	13	<b>24</b>
Muchalls <b>St. Ternan</b>	19	30	<b>49</b>	15	25	<b>40</b>	7	11	<b>18</b>	7	11	<b>18</b>
Stonehaven <b>St. James</b>	57	68	<b>125</b>	35	42	<b>77</b>	11	14	<b>25</b>	12	14	<b>26</b>
Tarfside <b>St. Drostan</b>	7	10	<b>17</b>	6	9	<b>15</b>	10	6	<b>16</b>	11	6	<b>17</b>

# Diocesan Statistics

## SUMMARY OF STATISTICAL RETURNS FOR THE YEAR ENDED EVE OF ADVENT 2021

Charge with name of church	Clergy	Persons of all ages belonging to congregation	Persons on Communicant's Roll	Persons baptised (under 6 years)	Persons baptised (over 6 years)	Children admitted to Communion	Persons Confirmed	Marriages Solemnised	Burials or Cremations	Celebrations (public & private)	Communicants at Eastertide	Communicants on Sunday next before Advent	Total Attendance on Sunday next before Advent	Total Communion made throughout the year	Total Communion from the Reserved Sacrament
Cathedral Church of St Paul	Very Rev Elizabeth Thomson	179	162	2	0	0	0	2	3	94	78	58	62	2778	11
St Mary the Virgin, Arbroath	Rev Peter Mead	80	68	0	0	0	0	0	8	158	39	25	25	1482	1
St Peter, Auchmithie	Rev Peter Mead	12	7	0	0	0	0	0	0	3	0	4	4	8	0
St Andrew, Brechin	Rev Jim Benton-Evans	105	68	0	0	0	0	1	2	49	25	68	23	803	1
St Mary, Broughty Ferry	Vacant	66	44	0	0	0	0	0	6	156	32	22	26	1005	77
The Holy Rood, Carnoustie	Rev Martin Allwood	82	64	0	0	0	0	0	3	39	26	22	27	834	0
St Phillips, Catterline	<b>(Figures with St James)</b>										N/A				
St John the Baptist, Drumlithie	Rev Canon Michael Turner	9	5	0	0	0	0	0	0	0	0	0	0	0	0
St Palladius, Drumtochty	Rev Canon Michael Turner	26	3	2	0	0	0	2	0	0	0	0	0	0	0
St Luke, Dundee	Rev Canon Kerry Dixon	54	47	0	0	0	0	0	1	28	N/A	18	18	229	32
St Margaret, Dundee	Rev Graham Nevin	30	24	0	0	0	0	0	1	38	12	8	10	376	0
St Margaret's Home, Dundee *Figures incorporated in St Paul's Cathedral		0	0	0	0	0	0	0	0	0	N/A	0	0	0	0
St Martin, Dundee	Vacant	46	26	1	0	0	0	0	3	78	16	13	14	526	57
St Mary Magdalene, Dundee	Rev Canon Kenneth Gibson	136	114	2	0	0	0	1	12	111	47	19	35	1701	32
St Ninian, Dundee	Very Rev Fay Lamont	127	73	0	1	2	3	0	21	56	32	38	42	946	0
St Salvador, Dundee	Rev David Gordon	39	22	2	0	0	0	0	2	37	14	13	14	625	7
University of Dundee, Dundee	Rev Professor Annalu Waller	0	0	0	0	0	0	0	0	0	N/A	0	0	0	0
St Andrew, Fasque	Rev Canon Michael Turner	25	16	0	0	0	0	6	0	6	0	3	3	34	0
All Saints, Glencarse	Ven Canon Dr Ian Young:W	122	102	0	0	0	0	0	4	65	95	55	56	1273	19
St David of Scotland, Inverbervie	Rev Jim Benton-Evans	14	11	0	0	0	3	0	0	36	7	7	9	291	0
All Souls, Invergowrie	Rev David Gordon	32	27	1	0	0	0	1	0	38	15	10	12	409	2
St Laurence, Laurencekirk	Rev Canon Michael Turner	60	27	0	0	0	0	0	1	46	13	4	4	300	8
Holy Trinity, Monifieth	Rev Martin Allwood	51	39	0	0	0	0	0	3	44	36	17	17	584	46
St Mary and St Peter, Montrose	Rev Jim Benton-Evans	59	50	1	0	0	0	0	2	59	N/A	23	24	733	6
St Ternan, Muchalls	Rev Mary Jepp	55	42	0	0	0	0	0	1	40	0	31	31	733	8
St James, Stonehaven & St Philip's, Catterline	Rev Mary Jepp	125	77	2	0	0	0	0	21	2	29	25	26	196	534
St Drostan, Tarfside	Rev Jane Nelson	17	15	0	0	2	0	0	0	7	10	16	17	69	0
	2021 Totals	1551	1133	13	1	4	6	13	94	1190	526	499	499	15935	841
	2020 Totals	1729	1227	10	1	3	0	7	82	992	0	446	464	14287	880
	Increase/(decrease)	-178	-94	3	0	1	6	6	12	198	526	53	35	1,648	-39

## Diocesan Mission & Ministry Report – 2020-2021

This report is being written as we approach the end of a second year on pandemic constrained life for our churches. Mission and Ministry in lockdown and under Covid restrictions is greatly changed and limited in many ways, but also has the same need to connect and support church communities that has always been a feature of church life. The Diocese, through the work of the Diocesan Council and other leadership groups, continued to provide support to the churches of the region to help them their Mission and Ministry in this time of global turbulence.

Diocesan Council has overall responsibility for the work of the Diocese, and the Cathedral Chapter provides specific oversight of Mission and Ministry in the Diocese, supporting the bishop in this role. Chapter has met four times in the period from December 2020 to November 2021 to review the threads of the diocesan strategy and, in particular, develop and trial a ministry review scheme.

The Cathedral Chapter is defined in the statutes of the cathedral, and at the year-end consists of:

Bishop:	The Rt Rev Andrew Swift
Provost:	The Very Rev Dr Elizabeth Thomson
Dean:	The Very Rev Fay Lamont
Synod Clerk:	The Rev Canon Kenneth Gibson
Canons appointed by bishop:	The Rev Canon Captain Kerry Dixon CA
	<i>Vacancy</i>

The bishop writes: "It is my belief that the Mission and Ministry of the Diocese are closely related, as the ministry of our churches and their ordained and lay leaders are the principal mechanism for delivering mission. The mission initiatives carried out by many of our churches is rooted in outward facing ministry, and the diocesan strategy is designed to encourage churches to work together, to feel confident and to find new and life-giving ways to gather and proclaim the gospel of Jesus Christ in Scotland in the 21<sup>st</sup> century. In a pandemic world, this work feels even more urgent than before"

An overview of the working of the Diocesan Strategy and associated mission/ministry in 2020-2021 is:

Clusters: This thread of the strategy is intended to gather people from nearby charges to consider what activities and support they might have in common. The times of lockdown and restriction on group meetings have made cluster activities impractical in the past year. Virtual Diocesan activities have taken place (see below), but more localised gatherings in clusters did not seem logical at that time. As restrictions ease, and as clergy have been recruited into the many vacancies, cluster gatherings could be possible to plan again in 2022 and onwards.

The Diocesan activities were open training sessions with sometimes over 30 attending. Planned and run by Dean Fay, they were all carried out on Sunday afternoons on Zoom and were delivered by excellent external speakers. The sessions were:

Making the Word Live! (Jan 2021) – Colin Lamont  
Leading Intercessions (Feb 2021) – Carole Phelan  
Being a Server (May 2021) – Mike Duncan  
Pastoral care (Jan 2022) – Rev Liz Crumlish

Communications around the diocese/clusters has been maintained by a weekly two-page news bulletin, produced by the Diocesan Office throughout the year. This weekly news sheet aimed to amplify Covid regulations and share news of events, appointments other 'news' type information. The bulletin at this frequency is being continued onwards. The future for clusters, and whether there might be alternative models for e.g. the Tay Cluster covering Dundee City and Invergowrie and Glencarse will be a subject for Chapter and other groups to consider in the next year.

## Diocesan Mission & Ministry Report – 2020-2021

Transitions (and other support to Mission & Ministry): Transitional ministry uses the principles of intentional management of change and guiding the charges in mission and ministry. The objective of transitional ministry is to allow charges to confidently develop with sustainable patterns of ministry. This pattern may be 'conventional' pastoral and liturgical church life, or new forms or 'Fresh Expressions' of church. The transition is about helping to lead churches through change, not what that change will be.

There are five clergy posts in the Diocese designated as 'Transitional Ministry' posts. These have seen significant activity in the past year:

- Brechin & Montrose – Rev John Skinner resigned early due to ill health – enough work had been done for change of status from a 'transitional' project to incumbency and recruitment of a Rector, Rev Jim Benton-Evans.
- Carnoustie & Monifieth: Recruitment and training and support for Rev Martin Allwood, plus some finance towards costs of employment.
- Dundee, St Mary Magdalene (Interim Rector) – training & support for Canon Kenneth Gibson.
- Dundee, St Salvador's and Invergowrie – training & support for Rev David Gordon plus some finance towards costs of employment.
- Muchalls and Stonehaven – recruitment of Rev Mary Jepp (started Jan 2022). The Diocese also purchased a Rectory with historic diocesan funding designated for housing to support this ministry allowing the charges to rent their existing properties. The charges are supporting/maintaining this property for day-to-day expenses. The Diocese is providing some finance towards costs of employment.

In addition Dundee St Martin's have been in discussion over a part-time transitional ministry project as their clergy left and the link with Broughty Ferry was finished.

Recruitment and ministry support have continued to be a major feature of diocesan support this year. The work of recruiting new clergy and providing liturgical and pastoral cover for vacant charges has continued, complicated with lockdown and the restrictions on worship and community life under the pandemic.

In addition to the above transitional recruitment, the following 'clergy transition' work has been done this year:

- Assisting vestry with the appointment of the Very Rev Dr Elizabeth as Provost for the Cathedral
- Commissioning of the Rev Graham Nevin as priest for St Margaret's Lochee
- PTOs and licences for several non-stipendiary clergy assisting in the Diocese
- Assisting vestry with the appointment of the Rev Mark Aaron as Rector for the St. Mary's Broughty Ferry

Long-term financial support for ministry:

- Financial support and oversight for St Luke's Dundee/the Dundee Centre of Mission, a partnership between the Diocese and Church Army, providing social action and exploring/promoting new forms of church/fresh expressions. St Luke's have been able to contribute a greater amount to this ministry;
- Financial support for ongoing ministry in St Ninian's Dundee;
- Financial support for ongoing ministry in St Mary's Arbroath and St Peter's Auchmithie – temporarily enhanced to help with cashflow concerns from lockdown restrictions;

Financial support for ministry is shared between Provincial 'Ministry and Mission Support Grants' (MMSG), an element of regular diocesan income as well as general income. For 'Transitional Ministries' financial support (where needed) is provided from the mission and ministry designated 'Mobus Fund'.

Support to Clergy & Lay Leaders: The third strand of the diocesan strategy is to focus on supporting the ministers of the diocese in their mission and ministry. To remain spiritually and physically healthy is vital for Christian leadership. This has again been complicated by the pandemic as large gatherings and social occasions have not been possible, and clergy and church leaders have found themselves responding to rapidly changing restrictions for worship and pastoral activities. Another year of hard work and creativity on the part of clergy and lay leaders have allowed some significant activities this year.

In October the ordination of the Rev Gary Clink took place at St Mary's Arbroath, following pandemic worship restrictions. A Covid-safe reception followed. Gary Clink continues to serve his title at St Mary's Arbroath and

## Diocesan Mission & Ministry Report – 2020-2021

St Peter's Auchmithie and has also started spending a proportion of his time at St Salvador's Dundee. Our other Curate, Rev Roxanne Campbell, continued to serve her title at St. Mary Magdalene's.

An in-person clergy and lay reader conference/retreat was not possible, so a virtual event was held instead, with the Very Rev Lister Tonge leading a series of sessions and participants encouraged to 'retreat' in their contexts. Social events for diocesan leaders have not been possible, so some discretionary funds have been used to share 'thank you' gifts for the leaders instead.

A programme of online clergy and lay reader training has taken place in the last year, with a mix of sessions from conflict transformation charity 'Place for Hope' and a session exploring models of wider lay ministry in the diocese. The role of 'Lay Worship Leader' a recognised ministry in the SEC for some years, has started to be rolled out in the Diocese, with licensing and the award of special badges for those lay people supporting charges by liturgical leadership.

### Plans for the Future

The top mission and ministry priority this coming year will be remains supporting congregations as the pandemic changes and restrictions change and increasingly allow churches to engage with their communities. All charges have worked exceptionally well over the past year, but most have been adversely affected by the second year of pandemic with attendance and engagement affected. Clergy and lay leadership will find they are working to build up the confidence of the churches.

The diocese will continue to pursue the three strands of the diocesan strategy:

Clusters: Stock taking of clusters in the current and ongoing phase of the pandemic church will be done at diocesan and cluster level, with diocesan facilitated workshops. The effectiveness of clusters group work over e.g. whole diocesan online activities will be reviewed as the year progresses. The shape of the current clusters can also be reviewed, e.g. in Dundee city;

Transitional Ministries: Having successfully recruited priests to all the current transitional posts, focus will be review and support of these projects. The priests will continue to attend specialised training and receive support and mentoring as required. The projects are all time-limited, so planning for either ending of the transitional phases (with clergy moving onto other roles), possible extension in lockdown-affected cases or changes to longer-supported projects (which the in-post clergy could continue to work on) will take place. A potential transitional ministry for St Martin's Dundee will be explored.

Support to Clergy & Lay Leaders: A second pandemic year has been an exhausting and challenging time for all the ordained and lay leadership. Diocesan focus will continue on their wellbeing, recreation/time off and ongoing pastoral support. Ministry Review for clergy will be rolled out later this year, following the current development and trial by Chapter. The Diocese will continue to support candidates for ordained and lay ministry as they proceed through the Provincial process. An in-person clergy and lay reader retreat will take place and that the ongoing programme of training for all ordained and lay leaders will continue. Work (postponed from two years ago) on other licensed lay ministries will be developed this year, to determine how much consistency is appropriate across charges and the best routes for providing training and support.

The SEC 'Season of Pilgrimage' has not had great impact in Brechin Diocese: this will be addressed later in 2022 and onwards with some local (maybe 'cluster') pilgrimages explored, as we had hoped to do last year. The developing plans for SEC activities in discipleship will be promoted and encouraged.

This second year of pandemic has continued to affect church life, but our strategy for mission and ministry should remain effective even in this changed world. The Diocesan processes of helping clusters of our church communities engage with each other, navigate their way through transition and change and providing support for all in leadership are still valid and meaningful ways for the Diocese of Brechin's churches to grow in confidence.

+Andrew, Bishop of Brechin

# Companion Links Report—2020-21

Canon Pat Millar, Companion Links Officer, writes:

For a second year running, involvement with our Companion Dioceses has continued mainly through virtual contact. Working together regularly online has become comfortable and effective both in enabling shared participation in services and special events and in supporting collaboration in shared projects.

In seeking to follow the Charge from our Diocesan Synod in 2021, we have tried to establish creative ways in which to be 'supported by and supportive of' our Companions. The various online platforms – messaging, audio and video - have been invaluable in enabling us to keep our Companionship connections alive and purposeful throughout a year when planned visits again had to be postponed because of the on-going effects of the virus and the continuing political and civil unrest in eSwatini.

## **Episcopal Diocese of Iowa:**

In Iowa, the key issues were the retirement of Bishop Alan Scarfe after 18 years and 8 months as Bishop of the Episcopal Diocese of Iowa and the Consecration and Installation, on 19<sup>th</sup> November 2021, of Bishop Elizabeth (Betsey) Monnot, as the 10<sup>th</sup> and first woman Bishop of Iowa.

Online platforms meant that we, along with Companions from the Diocese of Swaziland, had opportunities to participate in real time or via recordings in several of the services and other special events that marked this important transition in Iowa.

These online invitations were especially valued, since people were not able to travel to be present.

Bishop Andrew sent a video contribution from Brechin to an online event in Iowa in October 2021, presented as 'A Celebration for Bishop and Donna Scarfe'.

Formal greetings were also sent to Iowa to mark the Consecration and Installation service for Bishop Betsey.

Brechin hosted an Iowa & Brechin online event in December 2021 to mark Bishop Alan's retirement and his long association with our diocese. It took the form of a specially designed Evening Prayer service with music: it was our chance, as a Companion Diocese, to mark our appreciation of Bishop Alan's friendship and commitment to the Companionship over many years, to thank him and also to present specially chosen gifts to him and to his wife Donna.

Bishop Andrew has been in contact with Bishop Betsey, who is committed to continuing and growing the three-way Companion Links with Brechin and Swaziland.

It is suggested that phase three of the Young Adults' exchange visits – postponed twice because of Covid restrictions - might possibly be hosted in Iowa in 2023 and it is hoped that other visits and exchanges may also be possible fairly soon.

## **Anglican Diocese of Swaziland:**

Contacts with our Companions in eSwatini remain regular and useful, using phone and online platforms. We continue to work on a range of projects in collaboration with them and our Companions in Iowa.

### The Current Situation:

Most of us are aware, from news reports, of the on-going political and civil unrest across eSwatini. Pro-democracy gatherings and protests continue and bring heavy-handed responses from police and security forces.

Arson attacks on businesses, transport, schools and other public buildings continue sporadically. Even small roadside shops have been burned down, leaving some communities without access to food supplies and basic services.

Broadband and telephone provision have been affected and public transport services have been restricted or suspended. Many people have been unable to travel to work and at times critically under-staffed hospitals and clinics have had to arrange for staff to be driven to and from work by privately hired, secure transport.

# Companion Links Report—2020-21

Schools were closed for several months and as well as disrupting education this has meant that pupils have been deprived of school lunch, which for many is their one secure daily meal. No arrangements were made to replace these school meals and so hundreds of additional school age children have been turning up at Neighbourhood Care Points (NCPs) hungry and looking for food. This has placed intolerable stress on volunteer Care Givers at the NCPs, who already struggle to provide basic and meagre meals for high numbers of pre-school and 'out of school' children. The Diocesan team members have become extremely anxious and distressed by increasing levels of hunger and malnutrition among children, particularly in the small outlying parishes.

Similar anxieties have been experienced by the Home Based Care teams, in trying to access supplies for very sick people who are at home with no medical provision, often no means of communication and sometimes little family support.

Along with the Diocese of Iowa, we have been able to respond at short notice to these emergency situations, by sending additional funds to the Social Development team at the Diocesan Office in Mbabane. Throughout, we have worked in consultation with Dean Advent who has acted as Vicar General during the interregnum. Our Swazi Companions are most appreciative of our continuing support and our prayers.

Key projects in which we have been involved over several years and which continue to be identified as priorities are:-

- food supplies for orphaned and vulnerable children (OVCs) at Neighbourhood Care Points (NCPs).
- medical and personal care resources for Home Based Care (HBC) teams.
- supplies for parish vegetable gardens.
- water harvesting resources for some rural parish communities.
- support for the apiary (forest bees) project. This project is currently being reinstated after smoke impact from forest fires, following a period of drought, drove away the bees.

The newest project, which we will support in the coming year, is the Bishop Ellinah Memorial Orchard, details of which are given later in this report.

After some electoral difficulties, we were pleased to receive on 22<sup>nd</sup> January 2022 formal confirmation of the election of Very Rev Dr Dalcy Dlamini as Bishop-Elect of the Anglican Diocese of Swaziland. Her Consecration and Installation Service will be held on 19<sup>th</sup> February 2022, in All Saints Cathedral in Mbabane. No one from our Companion Dioceses will be able to travel to be present, which is disappointing, but we hope that the service will be available to us online in real time and as a recording. Bishop Andrew and I have been in touch with Bishop Elect Dalcy. Until quite recently, she was a Canon and priest of long standing in the Diocese of Swaziland and so she knows us and is keen to continue to support and grow the Companionship. She hopes to visit our diocese soon – perhaps as part of a General Synod visit to UK.

## Funds Donated:

Brechin's financial contribution to shared projects in the Diocese of Swaziland in the past year is itemised below. These figures cover the period from 1<sup>st</sup> March 2021 - 31<sup>st</sup> January 2022.

- St Paul's Cathedral - £1,988.
- St Laurence, Laurencekirk - £450
- All Saints, Glencarse - £650.
- Holy Trinity, Monifieth - £4,577.
- SECMA - £3,250.

Total funds raised = £10,915.

I think this is a remarkable achievement for our diocese, especially given the difficult times in which we are still living.

## Companion Links Report—2020-21

Holy Trinity, Monifieth continues to manage the receipt, transfer and oversight of all diocesan funds for Swaziland. The systems in place are robust and efficient. We must convey appreciation and gratitude to Holy Trinity's Treasurer, Keith Florence, who has managed this on our behalf since 2008: his contribution ensures coherence, transparency and accountability in this important aspect of our diocesan outreach and mission.

Pieces in our Brechin Bulletin have helped to raise awareness of the critical situation faced by our Companions in Swaziland, of their need for our continuing support and of the positive differences we have helped to bring about, working alongside our Companions in Iowa and Swaziland.

We are most grateful for the generosity shown by charges and individuals in our diocese – particularly at a time when fundraising events have stalled and there are competing demands on funds available to support appeals.

The very generous amount received from SECMA includes an additional grant of £1,000, which was received in response to an item in the Brechin Bulletin highlighting the critical need for food for children and resources for HBC support. We are most appreciative of and grateful for the regular support and encouragement we receive from SECMA.

The Diocese of Swaziland is establishing a Memorial Orchard to honour Bishop Ellinah. It will be mainly an orchard of avocado trees, which grow quickly and produce well. In support of this initiative, our diocese is to provide funds for the purchase of an avocado tree for each of our charges. Funds for the purchase of Brechin's 'Companionship trees' will be transferred to Swaziland via Holy Trinity in the usual way.

Some individual members of our Diocese have expressed a wish to purchase a tree as a personal/family memorial to Bishop Ellinah. There is plenty of space in the orchard for additional trees and Swaziland is happy to support that suggestion: please direct any personal purchase requests to me as Companion Links Officer. Keith and I will be pleased to process them.

### A Wider Perspective:

We are encouraged by the Green Anglican Movement to move beyond local perspectives, to take a wider view of key issues and of how we might apply these to our ways of 'being church'.

From within a 'Voices from Africa' network, key issues have been identified, which deserve our consideration as Link Companions.

There are many indigenous groups in Southern Africa, but their overarching and shared mandate is 'Care for Creation' and how they experience God's message in caring for creation. This was a key mission for Bishop Ellinah throughout her episcopacy.

Within that charge to care for creation, several priorities were identified.

- Covid – the pandemic, considered in the light of inter-connectedness in creation: the impacts of the pandemic on communities, infrastructure and economies, especially where health issues present constant challenges and vaccination programmes are not always available.
- Colonialism and Capitalism – a continuing move away from reliance on colonial influences, while recognising an on-going need for appropriate support from global health and church sources.
- Food Security – critical links between hunger politics and environmental issues.
- Learning from Each Other – using local and global networks effectively to bring about positive change in local areas – with particular focus on differentiating worship, developing the roles of young people and building resilience.
- Climate Justice – recognition of climate change as the global challenge of our time, bringing urgency to the need to consider climate justice - the needs of the poorest and the need to restore balance.
- Advocacy – the need to extend and strengthen the capacity of Anglican environmental networks.



## Companion Links Report—2020-21

The UN Conference of the Parties(COP 26), held in Glasgow in September 2021, set environmental and climate targets to be met by mid-century. These included:-

- Protection of Communities and habitats.
- Communities and countries working together to deliver.

In an online presentation, on the impact of climate change and degradation in Southern Africa, Canon Rachel Mash summarised the global situation by saying:-

***“We’re all in the same storm, but in different boats – and some have no boat.”***

(Canon R. Mash. Environmental Co-ordinator of Anglican Church of Southern Africa).

The Green Anglican network is taking forward identified priorities in Southern Africa and invites Companion Dioceses to engage and respond in keeping with the 5<sup>th</sup> Mark of Mission:-

***“To strive to safeguard the integrity of creation and sustain and renew the life of the earth”.***

Green Anglicans’ network presentations have regularly stressed the importance of working in networks to bring about positive change.

Our three-way Companion Link is well established and has already demonstrated the many benefits that a network approach brings to collaborative and co-operative working practices.

We look ahead with optimism and pray that our network actions, through our Companion Links, will continue to lead to transformative change.

Patricia A Millar.

11 February 2022

## Diocesan Youth Report for 2020-2021

Mia Shanks remains as the over 18 Brechin rep on the Provincial Youth Committee. Mia is a medical student at Dundee University so is very busy indeed but will be with us in Brechin for the next few years. More work is required for younger representation on the PYC as many of our former under-18 youth have now grown up and moved on to university or college.

The Covid-delayed third and final leg of the Iowa-Brechin-Swaziland youth pilgrimage (planned for 2020 then deferred in the pandemic) remains postponed due to travel restrictions in the pandemic. With the election of Bishop Betsy Monnot as Bishop of Iowa, the provisional plan is to hold the pilgrimage in 2023. 2022, with the Lambeth conference in London, makes episcopal participation at suitable times of year difficult to plan.

Summary: young people from all three companion dioceses have met in Swaziland (now Eswatini), Brechin Diocese and the third leg is planned to take place in Iowa. The delegates for this pilgrimage need to be over 18 and could be in their early 30s (the definition of 'youth' for Eswatini youth work). Several potential delegates expressed an interest in attending in 2020: they may now have moved on to other things and no longer be able to attend. We will be back in touch with them later this year as plans develop.

Diocesan Council has been exploring the funding and establishment of fixed-term initial employment of a part-time Children and Youth Officer, to stimulate activities and co-ordinate and link between those involved in Young people's work. The plans for releasing funds to support such an initiative will be part of the financial presentations at Synod in 2022.

+Andrew  
Bishop of Brechin

# **Diocesan Communications Report 2020-2021**

## **Brechin Bulletins and Grapevine**

The Brechin Bulletin has continued to be produced weekly as an update on current events for the diocese and other interested parties.

Rev Michael Turner produced four 'Grapevine' magazines throughout the year and dropped them off at the charges when possible. Online versions are available through the website.

## **Diocesan Zooms**

Throughout lockdown being able to connect with people online became an important part of the diocesan communication strategy. As government restrictions eased, in-person events became more frequent. The diocese continued to stream in-person events online to allow those not physically present to take part. Clergy and lay training days were also held through zoom throughout the year. Bishop Andrew has met with various charges using his diocesan zoom account.

## **Diocesan Centre**

As a result of lockdown, the decision was made to change the diocesan centre into an online centred workspace. Diocesan files are stored utilising the OneDrive making it accessible from multiple locations. Paper records are still kept. Following the closure of the Diocesan Centre, the filing cabinets have been transported to a new home at Bishop's House. The diocesan mailing address has official been changed to c/o Bishop's House.

## **Future Planning - Website update**

Following approval from Diocesan Council a meeting was held with Paul Reilly, our IT Support from PR Systems, to discuss the template and future look of the site. All has been agreed and we are currently awaiting the completion of the new website.

Elliott Scarfe

Bishop's Personal Assistant

# Diocesan Council Report 2020-2021

The Constitution of the Diocese of Brechin states that “the Diocesan Council shall administer the strategic direction and life of the diocese on behalf of Diocesan Synod in all matters of mission and ministry, finance and property, and such matters sent to the diocese by the General Synod.” The constitution makes the members of Diocesan Council the charity trustees for the diocese.

There were no changes in membership of Diocesan Council in this period from 1<sup>st</sup> December 2020 – 30<sup>th</sup> November 2021. The members remained:

- Rt Rev Andrew Swift – Bishop (ex officio)
- Very Rev Fay Lamont – Dean (ex officio)
- Mr Allan Duffus – Diocesan Treasurer (ex officio)
- Mr Mike Duncan – Diocesan Secretary (ex officio)
- Rev Canon Kerry Dixon – elected clergy representative
- Rev Canon Kenneth Gibson – elected clergy representative
- Rev Peter Mead – elected clergy representative
- Ven Canon Ian Young MBE – elected clergy representative
- Mrs Patricia Millar – elected lay representative
- Mrs Fiona Scarfe – elected lay representative
- Dr Susie Schofield – elected lay representative
- Prof. Peter Sharp OBE – elected lay representative

In the past year the Diocesan Council managed diocesan internal affairs, including support for the Diocesan Strategy, oversight of diocesan properties (including the purchase of a new, additional Rectory for Muchalls and Stonehaven), administration of local grants and financial support for charges in the Diocese and supporting the three-way US-African-Scottish companionship link.

## Overview of activities

The Diocesan Centre continued to be ‘mothballed’ this year, with the large hall still let to the Dundee and Angus Foodbank. The church building and small hall were let for six months on a temporary basis to a second foodbank project, Taught by Muhammed, for a nominal rent. An offer for the whole of the St John’s campus was made by the Dundee and Angus Foodbank in late 2020, which is currently in the process of being accepted.

The bishop and PA have continued to work from home using virtual meeting technology and cloud-based computing with paper files relocated to Bishop’s House.

The Council met nine times in the year 2019-2020, using ‘Zoom’ to meet online.

The following business was addressed at these meetings:

### 9<sup>th</sup> December 2020

This meeting received a report from the delayed 2020 Zoom General Synod, including the nearly 20% reduction in Provincial quota requested. This same decrease in Diocesan quota for the next year was agreed in the draft Diocesan budget. Ministry in Muchalls and Stonehaven was reviewed, reflecting on the obstacles, mainly financial, that would need to be addressed. The companionship link report said that +Ellinah of Swaziland was undergoing surgery: Iowa and Brechin have helped with this with Bishops’ discretionary funds.

# Diocesan Council Report 2020-2021

## 4<sup>th</sup> February 2021

The tragic death of Bishop Ellinah from Covid was reported.

The new lockdown and its impact was reported. Muchalls and Stonehaven ministry progress was reviewed, with a decision, in principle, to acquire a house for the Transitional priest, to allow the existing unsuitable rectories to remain as a source of income. Reports on various other recruitments were made. Significant growth in the value of the UTP was reported.

## 27<sup>th</sup> February 2021

This was a brief 'pre-Synod' meeting to approve the accounts for the Diocese and review the final papers for the following weekend's Synod.

## 27<sup>th</sup> April 2021

The final decision was made on using Diocesan equity (mix of designated for housing and cash) for the house purchase. The 'Recovery and Renewal' project from the Province was discussed and a plan outlined. The historic quota deficit for the cathedral, currently frozen, was tabled for consideration. A meeting with the cathedral was proposed. Recruitment updates were presented for the Cathedral, Brechin, Montrose and Bervie; Carnoustie and Monifieth, St Salvador's and Muchalls and Stonehaven.

## 25<sup>th</sup> May 2021

A bid had been made for a house in Stonehaven (the bid was successful). The house, a modern extended terraced house, meets the Provincial standard for clergy housing. Progress on the Cathedral and Carnoustie and Monifieth recruitments were reported. Candidates for Brechin, Montrose and Bervie and St Salvador's were reported. Clergy 'ID' cards were proposed for e.g. pastoral visiting.

## 6<sup>th</sup> July 2021

The institution of the new Provost in the cathedral had taken place and licensing of the new priest for Carnoustie and Monifieth was imminent. Support for a charge with cashflow issues after the lockdowns had been requested and was granted. General Synod 2021 was reported on, with significant changes to clergy 'Ts and Cs' – including enhanced time off and stipend increases. The dire situation in Eswatini was reported, with both Covid and civil war. A scheme for supporting charges struggling to find a treasurer was being piloted. A Diocesan Environmental Working Group was to be established, as an action from General Synod 2021, and would become a standing agenda item.

## 7<sup>th</sup> September 2021

The retirement and leaving of the Bridgers from Broughty Ferry/St Martin's was reported, plus successful recruitment for Muchalls and Stonehaven. Work to celebrate the retirement of Bishop Alan of Iowa was planned. Work progressed on a potential offer for the St John's campus for the Foodbank, plus a short term let for another foodbank. The Bishop's PA's service was reviewed and pension arrangement improved. Some preparatory work for the 2021-22 budget was done, exploring assumptions to assist with the budget for the March 2022 Synod.

## 26<sup>th</sup> October 2021

Ongoing support for a charge in the pandemic was reviewed. The institution of the Rector for Brechin and Montrose with Bervie was reported, along with progress on

# Diocesan Council Report 2020-2021

recruitment for Broughty Ferry. The possibility of using designated funds for a Children and Youth Officer was tabled. The outline offer received from the Foodbank for the Diocesan Centre was discussed, and, in principle, accepted, subject to correct due legal and canonical process.

## 30<sup>th</sup> November 2021

The meeting reviewed progress on clergy recruitment, with developments for Broughty Ferry and St Martin's. The possibility of the Children and Youth officer was further developed with a presentation to Council. Companionship links were reviewed, with a focus on the dire situation in Eswatini. Progress on the sale of the Diocesan Centre was reported, with solicitors for the Foodbank and the Diocesan solicitors now in dialogue. Processes for consultation and communication and a Canon 35 application were discussed. A full audit for the Diocesan accounts will be needed this year primarily due to UTP growth: a significant increase in costs.

This year, summary reports from some (but not all) of these meetings were published in the weekly Bulletin. This will be continued, aiming to publish a report for every meeting in the current year.

+Andrew  
Bishop of Brechin

# Diocesan Council Briefing Note: Proposed Sale of St John the Baptist Church, Dundee

## *Introduction*

The church of St John the Baptist Stobswell in Dundee closed as a congregation of the Scottish Episcopal Church in 2015, with the charge formally declared redundant and the charity closed down and wound into the Diocesan Synod charity, managed by Diocesan Council. The Diocesan Office moved to the site in 2015-16 and a Diocesan Centre was formally opened in 2017, using the small office space at the back of the complex. The large hall was let to Dundee Foodbank in 2018 and the church itself has been used for occasional services and synods since 2017.

Various options for extended use of the church and the large hall had been proposed since the congregation closed, including the possibility of 'Fresh Expressions' or other forms of outreach. It proved hard to prioritise the human and financial resources to make such projects work, as well as working to stabilise and build up the existing SEC congregations in the Diocese. During the pandemic the Diocesan Office was mothballed and the Bishop and PA worked with a model of 'virtual office' which is planned to continue.

## *Proposed sale*

Dundee and Angus Foodbank, the current tenants of the large hall have, in discussion over the past few years, expressed a general interest in use of more of the site. It remains a matter of regret that Foodbanks are needed, but given they are, excellent work is being done from the site and Council feel we should support them in this work. Diocesan Council had the site surveyed and valued in 2021 to help decide what the future of the buildings might be, in terms of such increased rental or sale possibilities. Following the survey and valuation, the Foodbank expressed an interest in purchasing the whole site, with a view to extending their services to include, for example, a community café and advocacy centre to help residents of Stobswell engage with services/agencies etc. The Foodbank have also carried out an extensive survey of the site to determine essential repairs and some additional surveys for damp and roof works.

On the basis of the Diocesan valuation and these costed surveys of work required, the Foodbank have now made an offer to Diocesan Council (as the charity trustees of the Diocese) to purchase the whole site. Diocesan Council has accepted, in principle, this offer and this matter is now in the hands of the respective solicitors. The transfer of the site is subject to correct legal processes being followed for disposal and transfer of the site and its contents.

## *The process:*

A Canon 35 application for disposal of the fixtures/fittings of St John's has been initiated. This is, as of the date of this note, at 'pre-application' stage, with a formal application being drafted for the Diocese. Historic Environment Scotland and Diocesan consultation (this note, in part) will form part of this application.

The Canon 35 application will propose the process to deal with the contents of the church building. This will include:

- The removable ecclesiastical contents, artwork, sound system etc., altars to be rehomed in other churches in the diocese or stored (e.g. the wooden panelling from the chancel), or, as a last resort, sold on for suitable further use.
- The organ to be re-homed, sold or disposed of on the basis of advice from industry specialists.
- The stone font, stained glass windows, wall plaques etc. will remain with the building. One particular window, with the arms of Bishop Jermyn, is significant as the only

## **Diocesan Council Briefing Note: Proposed Sale of St John the Baptist Church, Dundee**

extant colour example of these arms, so will be removed and installed elsewhere, and clear glass installed.

- The topsoil from the garden space with ash and plaques will be moved, with care, to another church in the diocese (which church is under discussion) and placed in their garden of rest.

A formal de-consecration of St John the Baptist church would take place about the time of the transfer of title for the site, with a suitable ceremony and thanksgiving for the ministry of that congregation.

### *Timescale and future plans*

The aim is to complete the process this spring, subject to achieving Canon 35 permission and the conveyancing process.

Any residual funds from the sale of the site and the funds held in the Diocese from St John the Baptist's former congregation are proposed by Council to be designated for Mission and Ministry projects in the diocese. Such designated funds might be used, for example, to support the stipends of further 'transitional ministry' projects or to employ a fixed term Children and Youth officer, to stimulate growth and new life in the churches of the Diocese. This is a principle already being followed with a legacy received some years ago, which has enabled the current set of transitional and other ministry projects without depleting the Diocese's general reserves.

### *Consultation*

Canon 35 requires that local consultation takes place, usually within a congregation associated with a church, for the disposal of fixtures and fittings in a church. There is no congregation now at St John the Baptist church, so this present consultation is intended to perform the same function.

The decision to sell a church, albeit one that has been closed for some years, is a major one in the life of any Diocese. As charity trustees, Diocesan Council are empowered to take this action but the matter will be tabled at the Diocesan Synod in March 2022 for information and to gather other views as further consultation.

### *Conclusion*

The good use that this will make of the St John the Baptist site under the direction of Dundee and Angus Foodbank will enrich and support the lives of many people in Stobswell, an area of Dundee with a significant incidence of social deprivation. If the SEC in Dundee had the resources to do such a project, this is exactly the sort of thing that might be possible. In addition, the use of any residual funds to actively support the Mission and Ministry of the congregations of the Diocese of Brechin will bring more support and encouragement to those communities.

If you wish to communicate any views on the disposal of the contents of St John the Baptist or on the sale of the site, please email to: [office@brechin.anglican.org](mailto:office@brechin.anglican.org) or write to Diocesan Council, c/o Bishop's House, 5 Ballumbie View, Dundee, DD4 0NQ



# Safeguarding Officer Report – Synod 2022

Rev Denise Herbert, Diocesan Safeguarding Officer, writes:

## **INTRODUCTION**

As the Safeguarding Officer for the Diocese, I am asked to report to members of Synod and to remind such Members, and through them to the Charges, the importance of Safeguarding in the Church. The role of the Diocesan Protection Officer is to monitor the measures that each Vestry has in place to help safeguard vulnerable people, which includes adults as well as children.

## **TRAINING**

The last Diocesan training day was November 2018 and a training day was booked for September 26th 2020 but because of on-going Covid-19 restrictions Diocesan Training had been suspended and the Provincial Officers planned to hold Provincial-wide Training via Zoom. Despite my contacting the Provincial Officers, fairly often, about this happening in 2021 finally we were invited to register for training, via Eventbrite, which was to be Provincial wide and took place in late January and early February this year. Notification was sent out from the Provincial Office via email to all Clergy, Lay Readers, PVG Co-ordinators and Vestry Secretaries on 18th January 2022. Two sessions were on offer, giving a choice of 3 days and different times during the day for each session. The first session, starting on 25th January was an introduction to the SEC Safeguarding Policy Principles and Commitments. The SEC's updated Safeguarding Policy was approved by General Synod in December 2020. This session provided an introduction to those new to SEC Safeguarding, and an update for others. We were asked to read the policy document as preparation for attending session 1. This is available on the SEC website at: <https://www.scotland.anglican.org/wp-content/uploads/Safeguarding-Policy-Principles-andCommitments-plus-Definitions-2020.pdf>

Session 2, in first week of February, was about Safe recruitment and the Protecting Vulnerable Groups (PVG) Scheme. This was considered to be of particular relevance to PVG co-ordinators and for others (including Clergy with charge and vestry members) with responsibility for recruiting volunteers and staff to work with vulnerable groups in the SEC. This session included information about changes to the PVG Scheme. I sent an email to all PVG coordinators on 21 January either thanking them for registering, having been sent the list of names of those who had registered, and forwarding the Officers' original email to those who had not registered inviting them to do so.

Forty-eight people across the Diocese registered to attend, of those 5 did not log in (counted as 'no shows'). Only one person appears to have missed both sessions, whereas the other 4 attended one. Despite asking those who were online to make sure the name displayed on screen was theirs and not iPad 4 etc, there were some 'mystery people' who may have been from across the Province. So, inevitably the figures are not 100 per cent accurate. My break down of the attendees however shows that only 2 Charges were not represented at all, but in one case the PVG Coordinator sent apologies as he was out of the country. Some Clergy were missing and some contacted the Diocesan Office saying they could not register. One cluster of churches, two of which are apparently closed at present, had no lay attendance but their priest attended. There were 5 other churches where the priest attended at least once, but no lay person. Two of the city churches had very good lay attendance. I have heard from a few of the Co-ordinators who attended and they said the sessions were good to very good, and have responded to the Provincial Office as requested in an email sent to all attendees. One person added that it would have been helpful to have broken into groups for discussion. This training Daphne Audsley, the Asst Provincial Officer, said was very much an experiment and to be worked on for further training but added that whilst training via Zoom

# Safeguarding Officer Report – Synod 2022

will continue there will also be “in person” training in the future. It is important that both Clergy and the PVG Coordinators and Vestry Secretaries keep an eye open for emails from the Provincial Office about ongoing training as it is so important that we keep alert to the changes and new procedures and updates, both clergy and laity.

## **CHARGE PVG COORDINATORS**

There are two Charges who have no PVG Coordinator and at present the Priest in Charge has taken on the responsibility but I am advised by the Provincial Office that this should be just a temporary measure as it is important that someone else is found to take on the role. Two other Charges have had a change-over of Coordinator this past year, so grateful thanks go to those who took on the role for a number of years and a warm welcome to the new Coordinators. Vestries, as Trustees, are reminded that they are responsible for safeguarding and appointing an appropriate person to take on the role of Co-ordinator, which can be later ratified by AGM.

## **AGM REPORTS AND ANNUAL CHARGE RETURNS**

I am pleased to report that again this year I had a 100 per cent response from the Charges and also their AGM reports – some detailed and some quite short. All Charges returned the Provincial Questionnaire.

## **BREAKDOWN FROM THE QUESTIONNAIRES**

**Churches opening following lock-down:** Three churches reported that they had not opened again.

**Involvement in Community Outreach:** 12 Churches said yes, with the involvement being wide ranging, from money raising for Scottish mental health charities, Syrian refugees and one church ran a book browse, jams and knitting sale which raised money. There were 5 food bank, soup kitchen and clothing initiatives. One church supplied Tablets to enable housebound members to access the streamed Sunday services. There were a few Christmas initiatives as outreach to the local community.

**Development of new initiatives as a result of the Pandemic:** 15 churches reported that they had and these included - telephone tree networking, Zoom/live streaming Services both Sunday and some weekdays and Meetings; Newsletters and prayer sheets hand-delivered or by email.

**Pastoral visiting team:** 9 churches have one. Regarding offering pastoral care – people were contacted regularly by phone and various communications were delivered if people could not be contacted by email or phone; one church – home communions have been carried out by designated members of the congregation who have PVG Disclosures. Visiting Care Homes has been restricted to a great extent with lateral flow tests being taken.

**Children:** 8 churches provide children activities. One church Sunday School has started again, meeting in the Hall and the children coming in at the time of communion for a blessing, discussion of their activity and the final hymn. 3 churches who said yes have not started activities since the end of lockdown. One church has started their Explorers After School Club again and another said Sunday School started off with outdoor meetings and moved indoors as restrictions allowed.

Those churches that are active again gave assurance of risk assessments.

**Recruitment of new volunteers:** Only 2 churches reported new recruitment. One a new Lay Reader and the had transferred to the new church and in both cases SEC safe

# Safeguarding Officer Report – Synod 2022

recruitment guidelines were followed and appropriate safeguarding guideline documents given.

Four churches have plans to recruit new volunteers this year: with plans to visit the sick and housebound; a Sunday School leader; Stay and Play volunteers; Sunday school teachers, two new PVG Coordinators to replace the present one who is retiring.

**Digital PVG Application:** All but three churches said that they had received the guidelines regarding online PVG Application issued in March 2021. [nb. I sent this information to all the Coordinators but will re-send to those who have said this]. 4 churches said they have used this new application – comments made that the ID list is very limited and could do with updating for a more digital world. Another stated they did not realise there was a difference between lay leader and lay reader; also, what to put in the job title and designation – they sought help from the Diocesan Protection Officer; the third comment was that it was easy.

**Domestic abuse and cyber bullying awareness:** It was heartening that everyone said they were aware of these issues.

## **ABUSE OF VULNERABLE PEOPLE**

Last year I wrote at length about the IICSA report. There is still a great deal in the media about the psychological and sexual abuse of vulnerable people, especially children, coming to light some from many years ago as victims/survivors have felt more able to report what happened to them. I am repeating some of the pointers by way of reminding people of their importance. [see below]

## **SUICIDE RATE IN YOUNG PEOPLE: Two people die by suicide every day in Scotland.**

That's 784 deaths in Scotland last year, which is an increase from 680 in 2017.

<https://spice-spotlight.scot/2022/01/13/the-health-and-wellbeing-of-scotlands-children-and-youngpeople-in-2022/>

Suicide rates amongst young people has been in the news recently. And whilst the Safeguarding in the Church is important it does extend to our social awareness in the community and the need to look out for anyone who is having mental health issues which could tragically lead to them taking their own life. It continues to be a Public Health issue in Scotland.

Audit Scotland's 2018 report on children and young people's mental health detailed the increasing pressures for children and young people's mental health services in Scotland. Following Audit Scotland's report, the Children and Young People's Mental Health Taskforce was established in 2018. The Taskforce outlined their recommendations in July 2019, stating that "transformational change" would be required to improve children and young people's mental health and the services that support them. Too few NHS Boards were meeting the required targets for waiting-times and the impact of investment on performance was deemed to be "slowed and less comprehensive than expected and needed."

- The most recent CAMHS [Child and Adolescent Mental Health Services] waiting times were published by Public Health Scotland in December 2021, for the quarter ending 30 September 2021. This showed that: 11,816 children and young people in Scotland are waiting to be seen by CAMHS, an increase from 9,699 people in September 2020.
- Of the 11,816 children and young people waiting to be seen, 56% had been waiting over 18 weeks.

# Safeguarding Officer Report – Synod 2022

- 3,792 children and young people were seen by CAMHS for the quarter ending September 2021.
- 78.6% of those seen in this quarter were seen within 18 weeks of a referral – an increase from 72.6% for the previous quarter and 60.6% for the quarter ending September 2020. However, this is still below the Scottish Government's standard that 90% of children and young people should start treatment within 18 weeks of a referral to CAMHS.

The 2020 Independent Care Review identified a need for appropriate and timely mental health support for care experienced children and young people.

COSLA and the Scottish Government's Children and Young People's Mental Health and Wellbeing Joint Delivery Board was set up in 2021 to oversee reform across education, health, community and children's services

## **Suicide Prevention:**

<http://www.healthscotland.scot/health-topics/suicide/suicide-prevention-overview>

<https://www.samh.org.uk/about-mental-health/suicide/suicide-prevention>

**POINTS TO NOTE FOR US IN THE SEC:** These were reported last year, but all are still pertinent.

1. That anyone of us may be vulnerable at some time in our life, and whilst this report was about child sexual abuse it can happen to older people as well. Information about Sex and Consent with regard to young people can be found in Young Scot <https://young.scot/get-informed/national/sex-and-the-law>, which gives useful guidelines.
2. Record keeping is vital. Should anyone come across an incident, as happened when one church in the Diocese was delivering food parcels and the person delivering thought there might be a domestic problem – it was reported to the team who contacted me; we discussed the situation and the person was asked to go back and double check what he thought might be the case but also I asked that a report be written detailing the incident. This was done and it seemed there was no problem but the report is safely filed in the Charge records.
3. Regulated work: When new people are considered for 'regulated work' positions, either voluntary or paid, they should now be interviewed, references taken up and PVG applications submitted and approval received, and some training given BEFORE they can commence work.
4. **SEC** website for safeguarding: <http://www.scotland.anglican.org/who-weare/organisation/safeguarding/> gives information that is needed by each Charge and is updated now and again so whilst I try to keep people informed during the year it is still a good idea for the Charge Safeguarding Officers to check the website during the course of the year. Particular reference is made to the Safeguarding Policy (2020), which was written following the Church's Safeguarding Audit and presented to General Synod in 2019. This Policy is the first outcome of the Committee's work and the remaining publications regarding guidance and good practice are in the process of being updated, meanwhile all the present documents need to be read within the context of this 2020 policy.
5. **OSCR:** There is an updated fact sheet regarding Cybercrime which Vestries might find useful -

<https://www.oscr.org.uk/media/3169/v31-cybercrime-factsheet.pdf>

## **Safeguarding Officer Report – Synod 2022**

Once again, my grateful thanks go to the Charge Safeguarding Officers who, on the whole, completed the questionnaires in good time and also for the contact that a few have made during the course of the past year. They appear to take their role very seriously and I hope they will stay in the position during 2022. As always I should always be pleased to offer any help or come and talk to Vestries or congregations about Safeguarding.

Denise Herbert (Revd)

Diocesan Safeguarding Officer.

14th February 2022

# Diocesan Building Committee Report

## Diocesan Synod March 2022

### Membership of DBC was:

The Dean (Convener)  
Diocesan Secretary  
Dr David Bertie  
Dr Aileen Black  
Mr Mel Christie  
Reverend Gary Clink  
Dr Martine van Ittersum  
Mr John Lansley  
Mr Peter Nelson

### Meetings in 2021-22

All meetings in the last year have been via e mail but it is hoped that face to face meetings can soon be resumed.

Since last year's report a number of pre canon 35 Applications and full have applications have been considered from a number of charges including All Souls Invergowrie, St Mary Magdalene's Dundee, Holy Trinity Monifieth, The Cathedral, St James Stonehaven.

The Diocesan website remains a valuable source for guidance and information and all charges are encouraged to make use of it.

Michael Duncan  
Secretary to the DBC

# Financial Papers for Brechin Diocesan Synod 2022

## Status of Diocesan Accounts 2020-21

The accounts for 2020-21 require full audit rather than independent examination. The threshold for a charity requiring full audit is either annual income in excess of £500k, which ours is not, or total assets valued in excess of £3.26 million, which this year we have exceeded with growth in our holdings in the SEC Unit Trust Pool and a re-valuation of the diocesan-owned properties.

The full audit will take some months to complete, so Synod will be receiving a summary report on financial year 2020-2021, as well as Diocesan budget and Quota allocation.

## Diocesan Unrestricted Budget

The budget for 2021-2022, the year that we are now several months into, has been set on the basis of a modest deficit for the Diocese. The costs of the full audit (potentially £9k), an increase in Provincial quota requested and various other increases in fixed costs have been included in the budget figures. The total Diocesan quota requested has been limited to the same increase as Provincial quota: 9.8%. This is a large one-year increase, but this follows the 20% decrease in Quota requested last year, and it keeps Quota requested still below the level requested back in 2015 (see diagram). We are recovering from the pandemic hits to Charge finance, but there is still some way to go until we return to pre-pandemic levels of Charge activity/income.

Synod will decide if this level and allocation of Quota as proposed by Diocesan Council (see below) is reasonable. If the Quota level and allocation is agreed, it is very important to note that if any Charge finds they are struggling to pay stipend, quota and operating costs, they should contact the Diocesan Treasurer for a discussion about help that the Diocese can provide.

## Quota Level and Allocation

The Quota requested from Charges is calculated in a two-stage process.

### Stage 1: Total Quota Requested

The Diocesan budget for unrestricted expenditure is set, including all internal costs and the payment of Provincial Quota. Non-quota income is also budgeted, and the gap between this income and expenditure is the total Quota required from Charges for the Diocese to break even. This year (as often happens), the actual total number requested may be lower, giving the Diocese a deficit budget, but reducing the Quota requested from Charges. This year, the total figure requested (from the Budget, p42-44) is £119,906. The 'break-even' figure would have been £135,903: so the Diocese has a budgeted deficit of nearly £16k.

### Stage 2: Quota Allocation to Charges

The Quota is then allocated to the Charges in the Diocese (page 45). This process, a similar version of which operates in each Diocese of the SEC, takes a three-year average of each Charge's income (minus deductions for certain categories of income or expenditure, see below), and allocates the total Quota requested on the proportion of each Charge's income against the sum of all the Charges' three-year-averaged income in the Diocese. The three-year averaging is intended to 'smooth-out' minor year-on-year variations in Charge income. This works under normal circumstances, but the pandemic has stressed this system somewhat.

Exclusions from Quota assessment: one-off items such as grants or legacies are excluded from the Quota calculations. Some elements of expenditure to maintain church halls that are used for letting income are also excluded, on a case-by-case basis. The Diocesan Treasurer goes line-by-line through Charge accounts to ensure that the correct exclusions are applied. The process of receiving Charge accounts and checking for income and exclusions is the key time constraint in producing Quota figures in time for Synod each year.

## Financial Papers for Brechin Diocesan Synod 2022

The system of Quota allocation means that each Charge will not necessarily see the increase in total quota requested. For 2022, for example, the total Quota requested has gone up by 9.8%, to match the Provincial increase. For some Charges with stronger financial figures, their Quota will go up by a greater proportion when allocated, as their income has become or remained a greater proportion of the total for the Diocese

Charges that have seen more of a 'dip' in their finances in the pandemic, for example charges that rely more on fund-raising or hall letting for income, may see smaller increases or even a decrease.

The system in Brechin Diocese is designed to be as rigorous as possible in calculation of the budget and the total Quota requested. Central costs are minimised to keep Quota requests as low as possible whilst operating effectively. The system for allocation of Quota, which can seem to produce confusing and counter-intuitive results in Charges, is designed to be as fair as possible in reflecting what is requested against a Charge's ability to support that level of request.

Underlying the whole system of Quota is the thanks that the Diocesan Council expresses to all the Charges in meeting the Quota requested. The Diocesan structures are there to support the Charges in their mission and their ministry, and the Quota requested is a vital part of the funding to allow this support to happen.

### **Designated Fund Budgeting**

The Quota allocation is the way that the unrestricted budget for the Diocese is managed.

In addition, since the Autumn Synod in 2019, the Diocesan Council has been managing a system of 'designated fund' budgeting for Transitional Ministry and other mission and ministry activities.

The Synod motion in 2019 was:

*That this Synod authorises Diocesan Council to prudently use reserves (cash and investment) to support mission and ministry projects, subject to the condition that each project must:*

*a) be for a fixed period of time*

*b) have measurable outcomes*

*c) be supported financially by local charges as well as the Diocese*

*d) be outlined in a written agreement which is communicated to Diocesan Synod and followed up by annual progress reports.*

This motion has allowed Diocesan financial support for e.g. Transitional Ministry projects, without increasing the Quota burden on charges. The time-limited nature of each project reflects the fact that we are using reserves to do this work, but this is closely monitored by Council and reported back to each Synod. This has been a key element of the 'Transitional Ministry' thread of the Diocesan Strategy.

In these financial papers (page 46) is a summary of the expenditure for this work in the past year and projected expenditure up to 2025. To date all of the funds used have been from a legacy received in 2017-18 and no historical reserves have been used.



# Financial Papers for Brechin Diocesan Synod 2022

## Diocesan Unrestricted Budget 2021-22

### Income:

	<i>2021</i> <i>Budget</i> £	<b>2022</b> <b>Budget</b> £	Comments
<b>Bishop Income</b>			
Dunderdale	9320	11400	Actual 2022 figure
Episcopal Income Fund	4588	4588	
Employers Allowance	4000	4000	
Subtotal	<u>17908</u>	<u>19988</u>	
<b>Office Income</b>			
St John the Baptist Fund	4000	0	Centre being sold (and no work to date)
Subtotal	<u>4000</u>	<u>0</u>	
<i>General Fund Income</i>			
Interest & Investment			
Income	9468	9468	Unrestricted income
Rent	17500	15900	Loss of St John's income
Bishops Ministry Fund	3176	3176	
St Lukes	10000	15000	Actual contribution
All Churches Trust	7000	7000	
Deans Allowance	2120	2520	Actual 2022 figure
SEC M & M Grant	41786	42610	
Subtotal	<u>91050</u>	<u>95674</u>	
<b>Diocesan</b>			
<b>Income</b>	<u><b>112958</b></u>	<u><b>115662</b></u>	

## Financial Papers for Brechin Diocesan Synod 2022

<b>Expenditure:</b>	<i>2021</i>	<b>2022</b>	
	<i>Budget</i>	<b>Budget</b>	<b>Comments</b>
	£	£	
<b>Bishop Expenditure</b>			
Stipend	40500	41310	
Employers NI	4400	4481	
Pension	8694	8868	
Travelling etc	4000	4000	
House Insurance	500	500	
Council Tax (F)	3000	3000	
Repairs to House	1000	1500	Window painting and fence repairs
	<u>62094</u>	<u>63659</u>	
<b>Office Expenditure</b>			
Secretary's Salary, NI & Pension	14500	17579	Salary, NI & SEC pension
Printing, Post, Stationery	750	750	
Rent and Services	5000	1000	Reducing with Sale of St John's
Telephone	1000	1000	
Insurance	4100	2500	Insurance reduction for St John's
Repairs to St John's	4000	0	
Equipment Maintenance	250	250	
Sundries	500	500	
	<u>30100</u>	<u>23579</u>	
<b>General Expenditure</b>			
Training & Clergy Support	10000	11500	Place for Hope: £5000 Transitional Min: £2500 Clergy courses: £2,000 Clergy retreat Kinnoull: £2,000
Companion Diocese	400	400	
Grapevine / Communication	1500	1500	
Diocesan Synod Expenditure	500	500	
Stipend Supp (non-designated)	60500	65170	
Audit and Accounting Fee	16000	25000	Treasurer stipend: £12,000 Accountancy fee: £4,000 Audit fee: £9,000
Admin. Expenses	250	1750	Extra legal costs
Catterline Loan	1749	1749	
Depreciation	648	648	
Other Properties - repairs	6000	8000	
Web Upgrade/Maintenance	650	1150	New website (£500)
Deans Expenses	2120	2520	Actual figure from GSO
	<u>100317</u>	<u>119887</u>	
<b>Total Expenditure</b>	<u><b>192511</b></u>	<u><b>207125</b></u>	

## Financial Papers for Brechin Diocesan Synod 2022

### Total Budget Quota Calculation

	£	
Diocesan Income	115662	
Diocesan Expenditure	207125	
Provincial Quota Requested	44340	
Total Expenditure	251465	
Diocesan Quota Required for break even		
	135803	
Actual Quota Requested		
	<b>119947</b>	9.8% increase over 2020-21
Budget outturn	-15856	Matches Provincial increase Deficit

## **Financial Papers for Brechin Diocesan Synod 2022**

**Quota allocation by charge table: still in preparation as at 18<sup>th</sup> February 2022**

## Financial Papers for Brechin Diocesan Synod 2022

### Diocesan Council Commitment for Mission and Ministry Designated Funds

	2020	2021	2022	2023	2024	2025	Future Commitment	
Invergowrie & St Salvador's	£7,867	£13,395	<b>£11,836</b>	<b>£6,846</b>			<b>£18,682</b>	Approved
Carnoustie & Monifieth		£3,204	<b>£7,136</b>	<b>£8,993</b>	<b>£5,081</b>		<b>£21,210</b>	
Stonehaven & Muchalls		£2,800	<b>£9,585</b>	<b>£11,228</b>	<b>£12,375</b>		<b>£33,189</b>	
St MM Rector Support			<b>£2,000</b>	<b>£2,000</b>	<b>£2,000</b>		<b>£6,000</b>	
Children & Youth Post			£9,100	£18,500	£19,000	£9,600	<b>£56,200</b>	Proposed
St Martin's Transitional Post			£3,000	£6,000	£6,000	£3,000	<b>£18,000</b>	
<b>Total</b>	<b>£7,867</b>	<b>£19,399</b>	<b>£42,657</b>	<b>£53,568</b>	<b>£44,456</b>	<b>£12,600</b>	<b>£153,281</b>	<b>Total</b>

Actual from 2020 accounts      TBC 2021 Accounts      Projected

Already spent	<b>£27,266</b>	Shown in accounts
Council approved	<b>£79,081</b>	'Mobus' designated funding
Council proposed	<b>£74,200</b>	Against future reserves
<b>Anticipated total</b>	<b><u>£180,547</u></b>	

## Opinion of Diocese for GS2022: Revised 1982 Liturgy

A revised 1982 liturgy, including a consolidation of the experimental eucharistic material that has been available for Christmas and Epiphany and with permitted inclusive language changes has been produced by the Liturgy Committee for the Faith and Order Board. This liturgical revision is a gathering together of material that had been authorised for experimental use for limited periods of time into a new, permanent version of the 'Blue Book' Liturgy. The existing authorised liturgies of the SEC (e.g. 1929, 1970, existing 1982 'Blue Book') are not affected by this change.

Liturgical changes are handled in a similar way to canonical change in the church (see the process below), so this liturgy had its first reading at General Synod 2021 and passed. The liturgy now, in common with Canons, then has a reading at the Diocesan Synods, who are invited to consider the material and vote on its adoption. These Diocesan Synod votes are advisory only and inform the General Synod about the degree of consent or otherwise around the Province.

The liturgy itself has not been reproduced in these Synod papers: the liturgy is available on the SEC website at the link below:

<https://www.scotland.anglican.org/who-we-are/publications/liturgies/scottish-liturgy-1982-with-alternative-eucharistic-prayers-revised-2021/>

Dr John Davies, a former convener and now member of the Liturgy Committee will be present at the Brechin Diocesan Synod to answer any questions there may be about this liturgy and its adoption by the church.

### **FROM GSO: PROCESS FOR APPROVING NEW LITURGY OR AMENDING EXISTING LITURGY**

Canon 22 of the Code of Canons sets out the process for formal adoption of new authorised liturgies within the Scottish Episcopal Church. (The process also applies to alterations to any existing liturgy.)

The process is a similar one to that for the adoption of new canons, or the alteration of existing canons. It involves a "first reading" at a meeting of General Synod, followed by consultation with Diocesan Synods and then a "second reading" by General Synod the following year.

At first reading stage, voting is in the separate houses of General Synod (bishops, clergy and laity) and the proposal must achieve a simple majority of those present and voting. If the first reading is approved, the material is passed to Diocesan Synods. The role of the Diocesan Synods is to consider the proposed alteration and, if the Diocesan Synod so wishes, to express an "opinion" on the proposed alteration to the General Synod. A second reading then takes place at a subsequent meeting of General Synod which must consider any opinions received from Diocesan Synods. At second reading stage, voting is again in houses but a majority of at least two thirds must be achieved in each house.

At second reading stage at General Synod, further amendments can be put forward but only if they substantially reflect an opinion communicated by a Diocesan Synod (Canons 22.2 and 52.17). That means that if a Diocesan Synod wishes to express an opinion, it would be important to ensure that it is clearly expressed as such. For example, a comment made at a Diocesan Synod by just one individual would not constitute the opinion of that Synod unless the Synod as a whole had voted to approve such a comment. Consequently, if a Diocesan Synod wishes to suggest changes to the liturgical material, it should make it clear what the specific change is which it wishes to propose and should vote on the matter within the Diocesan Synod meeting, so that it is clear that the proposal has the backing of the Synod. In order to allow informed debate of any proposed amendment at Diocesan Synod, Dioceses might wish to encourage their Synod members, within the scope of any applicable rules of order, to provide advance notice of any such proposal. Any motion being proposed for Diocesan Synod would need to comply with Resolution 3 under Canon 50.

Any opinions expressed by Diocesan Synods will also be considered by the provincial Faith and Order Board in advance of second reading stage at General Synod.

John F Stuart

Secretary General

November 2021

## Diocesan and Provincial Posts

Summary Sheet of Vacancies for 2022 (full list including all posts on following pages)

Position	Period of service	Who can serve?	Who can propose candidates and vote?	2022 nominees or number of current holders eligible to stand again.
<b>Diocesan Secretary</b>	Appointed Annually by Synod	Anyone	Members of Diocesan Synod	Mr Mike Duncan nominated
<b>Diocesan Treasurer</b>	Appointed Annually by Synod	Anyone	Members of Diocesan Synod	Mr Allan Duffus nominated – noting that this will be the start of the last year of his service. An 'assistant treasurer' is being appointed to assist the transition.
<b>Clerical member of Diocesan Council</b>	3 years	House of Clergy	Clergy Members	One vacancy. Current holder eligible.
<b>2x Lay members of Diocesan Council</b>	3 years	House of Laity	Lay Members	Two vacancies: One holder eligible.
<b>5x Members of the Diocesan Buildings Committee</b>	N/A	Anyone	Members of Diocesan Synod	Five vacancies. Four holders eligible.
<b>6 x Clerical members for General Synod</b>	4 years	Clerical members of Diocesan Synod	Clerical Members of Diocesan Synod	Six vacancies.
<b>3 x General Synod Clergy Alternates</b>	Appointed Annually	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	Three vacancies.
<b>6 x Lay members for General Synod</b>	4 years	Lay communicants in the Diocese	Lay Members of Diocesan Synod	Six vacancies. Five holders eligible.
<b>3 x General Synod Lay Alternates</b>	Appointed Annually	Lay communicants in the Diocese	Lay Members of Diocesan Synod	Three vacancies.
<b>Provincial Panel for Episcopal Elections Clergy Member</b>	3 years	Clerical members of Diocesan Synod	Members of Diocesan Synod	One vacancy.
<b>Diocesan Safeguarding Officer</b>	Annually	Anyone	Appointed by Bishop, noted by Synod.	Rev Denise Herbert appointed.
<b>Auditor</b>	Appointed Annually	-	Members of Diocesan Synod	Bird Simpson nominated

# Diocesan and Provincial Posts

## Diocese of Brechin – Full list of posts held and vacancies

### Diocesan Posts

Position	Period of service	Who can serve?	Who can propose candidates and vote?	Current Holders and Vacancies
<b>Diocesan Secretary</b>	Appointed Annually by Synod	Communicant	Synod	Mr Mike Duncan
<b>Diocesan Treasurer</b>	Appointed Annually by Synod	Anyone	Synod	Mr Allan Duffus noting that this will be the start of the last year of his service. An 'assistant treasurer' is being appointed to assist the transition.
<b>PVG Officer</b>	Appointed Annually	Nominated by Bishop	Members of Diocesan Synod	Rev Denise Herbert
<b>Diocesan Buildings Committee</b>	<b>Serve whilst in post</b>	Ex officio officers		<b>Dean</b> Very Rev Fay Lamont <b>Diocesan Secretary</b> Mike Duncan <b>Archivist</b> Dr David Bertie
	Three-year terms (was four-year terms up to 2020).  2015 Constitution: two terms could be served. 2020 Constitution is silent on this.	Up to six persons with expertise in the field of architecture, fabric, buildings or liturgy	Members of Diocesan Synod	Rev Gary Clink (2021-2024)  Mr Melvin Christie (Has served for more than two terms)  All have served a four-year term under the 2015 constitution and are eligible to stand again: Mr Peter Nelson (2018-2022) Dr Aileen Black (2018-2022) Dr Martine van Ittersum (2018-2022) Mr John Lansley (2018-2022)



## Diocesan and Provincial Posts

Position	Period of service	Who can serve?	Who can propose candidates and vote?	Current Holders and Vacancies		
Diocesan Council	<b>Duration of appointment</b>		Ex Officio	<b>Bishop</b>	Rt Rev Andrew Swift	
	<b>Duration of appointment</b>		Ex Officio	<b>Dean</b>	Very Rev Fay Lamont	
	<b>Duration of appointment</b>		Ex Officio	<b>Treasurer</b>	Allan Duffus	
	<b>Duration of appointment</b>		Ex Officio	<b>Diocesan Secretary</b>	Mike Duncan	
	<b>Clergy members (4) - 3 years (plus eligible for second 3 year-term)</b>					
	2019-2022	Instituted, licensed or commissioned clergy of the diocese.	House of Clergy	<b>Clergy Member</b>	<b>Vacancy</b> Rev Canon Kenneth Gibson (eligible for second term) Rev Canon Kerry Dixon	
	2020-2023		House of Clergy	<b>Clergy Member</b>		
	2020-2023		House of Clergy	<b>Clergy Member</b>	Rev Peter Mead	
	2020-2023		House of Clergy	<b>Clergy Member</b>	Ven Canon Ian Young MBE	
	<b>Lay members (4) - 3 years (plus eligible for second 3 year term)</b>					
	2019-2022	Lay members of the churches of the diocese.	House of Laity	<b>Lay Member</b>	<b>Vacancy</b> Prof Peter Sharp OBE (eligible to stand) (previously ex-officio as chair of DBC)	
	2015-2018 (old constitution) 2019-2022		House of Laity	<b>Lay Member</b>	<b>Vacancy</b> Canon Pat Millar (stepping down after two terms)	
	2020-2023		House of Laity	<b>Lay Member</b>	Mrs Fiona Scarfe	
	2020-2023		House of Laity	<b>Lay Member</b>	Dr Susie Schofield	

# Diocesan and Provincial Posts

## General Synod Representatives

Position	Period of service	Who can serve?	Who can propose candidates and vote?	Current Holders and Vacancies
<p><b>Clerical members of General Synod (6)</b>  <b>All six elected by Diocesan Synod</b></p> <p>(previous formula no longer corresponds to clergy &amp; charges)</p>	2022-2026 (up to two terms of 4 years)	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	<p><b>Six Vacancies</b></p> <p>Rev Peter Mead (2016-2018 (partial term), (2018-2022). Eligible for second full term.</p> <p>Dean Fay has completed two terms and steps down.</p> <p>There are no 'formula' appointments still in place – all were or became vacant in 2021.</p>
<p><b>3 Alternate Clerical members of General Synod</b></p>	Elected annually for one year	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	3 nominations needed and preference order
<p><b>Laity members of General Synod (6)</b>  <b>All six elected by Diocesan Synod</b></p> <p>(previous formula no longer corresponds to clergy &amp; charges)</p>	2022-2026 (up to two terms of 4 years)	Lay Members of the Diocese	Lay Members of Diocesan Synod	<p><b>Six Vacancies</b></p> <p>Five Previous post holders eligible for second term:                      (All have completed 1 four-year term from 2018-2022)</p> <p>Mrs Judy Robinson (Formula)                      Mr Harold Jack (Formula)                      Mrs Jean Fenwick (Formula)                      Dr Jaap Jacobs (Diocesan elected)                      Mr Graeme Stirling (Diocesan elected)</p> <p>Mrs Vina Strachan has completed two terms and steps down.</p>
<p><b>3 Alternate Lay Members of General Synod</b></p>	Elected annually for one year	Lay Members of the Diocese	Lay Members of Diocesan Synod	3 nominations needed and preference order

# Diocesan and Provincial Posts

## Diocesan Representatives on Provincial Bodies

Position	Period of service	Who can serve?	Who can propose candidates and vote?	Current Holders and Vacancies
<b>Clerical member for Faith &amp; Order Board</b>	4 years (up to two terms)	Clerical members of General Synod	Clerical Members of Diocesan Synod	Rev Pete Mead (2021 – 2025)
<b>Lay Member for Faith &amp; Order Board</b>	4 years (up to two terms)	Lay Member of General Synod	Lay Members of Diocesan Synod	<b>Vacancy</b> Previous post holder eligible for second term: Dr Jaap Jacobs (2018-2022)
<b>General Synod Administration Board</b>	4 years (up to two terms)	Member of Diocese – Clergy or Lay	Members of Diocesan Synod	Mr Mike Duncan (2021-2025) <b>Alternate:</b> Mr Allan Duffus
<b>General Synod Mission Board</b>	4 years (up to two terms)	Member of Diocese – Clergy or Lay	Members of Diocesan Synod	Canon Kerry Dixon (2019 – 2023)
<b>Provincial Panel for Episcopal Elections Clergy Member</b>	3 years (up to two terms)	Member of Diocesan Synod – Clergy	Members of Diocesan Synod	<b>Vacancy</b> Dean Fay has completed two terms and steps down.
<b>Provincial Panel for Episcopal Elections Lay Member</b>	3 years (up to two terms)	Member of Diocesan Synod – Lay	Members of Diocesan Synod	Prof Peter Sharp OBE (2017-2020), (2020–2023) in final year of second term.

# Report of the Election of Lay Representatives and Alternates

## Diocese of Brechin 2021

- |   |  |
|---|--|
| <b>1. ARBROATH</b><br>LR Mrs Sue Lansley<br>ALR Mr John Buick                           | <b>13. DUNDEE ST PAUL'S CATHEDRAL</b><br>LR Dr Susie Schofield<br>ALR Mr Paul Hastie       |
| <b>2. AUCHMITHIE</b><br>LR Mrs Margaret Brown<br>ALR Mrs Susan Smith                    | <b>14. DUNDEE – ST SALVADOR</b><br>LR Martin Andrews<br>ALR Vacant                         |
| <b>3. BRECHIN</b><br>LR Mr James Carnegy - Arbuthnott<br>ALR Mrs Elizabeth Matheson     | <b>15. FASQUE</b><br>LR Mr Ian Thornton-Kemsley<br>ALR Vacancy                             |
| <b>4. BROUGHTY FERRY</b><br>LR Mrs Elaine Hammersley<br>ALR Mr Laurie Bidwell           | <b>16. GLENCARSE</b><br>LR Mrs. Pam Murray<br>ALR Mrs Dorothy Maingot                      |
| <b>5. CARNOUSTIE</b><br>LR Ms Jean Fenwick<br>ALR Mr Grant Wilson                       | <b>17. INVERBERVIE</b><br>LR Mrs Mary Bowker<br>ALR Mr John Hitchon                        |
| <b>6. DRUMLITHIE</b><br>LR Mr Nicolas Constantine<br>ALR Vacancy                        | <b>18. INVERGOWRIE</b><br>LR Mrs Val Beveridge<br>ALR Mrs Barbara Currie                   |
| <b>7. DRUMTOCHTY</b><br>LR Mrs Helen Sanderson<br>ALR Vacancy                           | <b>19. LAURENCEKIRK</b><br>LR Mrs J Gaye Thornton-Kemsley<br>ALR Mrs Michelle Constantine  |
| <b>8. DUNDEE- ST LUKE</b><br>LR Ms Gillian Campbell<br>ALR Mrs Helen Stewart            | <b>20. MONIFIETH</b><br>LR Mrs Linda Walls<br>ALR Mrs Fiona Buchan                         |
| <b>9. DUNDEE – ST MARGARET</b><br>LR Mrs B Brophy-Arnott<br>ALR Vacancy                 | <b>21. MONTROSE</b><br>LR Mrs Judith Chaffer<br>ALR Mr Harold Jack                         |
| <b>10. DUNDEE – ST MARTIN</b><br>LR Mr Iain Turnbull<br>ALR Vacancy                     | <b>22. MUCHALLS</b><br>LR Mrs Irene Butler<br>ALR Mr. Steven Coull                         |
| <b>11. DUNDEE – ST MARY MAGDALENE</b><br>LR Mrs Denise Scobie<br>ALR Mr. John Armstrong | <b>23. STONEHAVEN with CATTERLINE</b><br>LR Professor Peter Sharp<br>ALR Mr Edward Dickens |
| <b>12. DUNDEE – ST NINIAN</b><br>LR Mrs Fiona Scarfe<br>ALR Mrs Vina Strachan           | <b>24. TARFSIDE</b><br>LR Mr Peter Nelson<br>ALR Mr Kenneth Goddard                        |

## Membership of Diocesan Synod 2022

**Bishop:** Rt Rev Andrew Swift  
Diocesan Office, 38 Langlands Street, Dundee, DD4 6SZ,  
01382 459569

### Diocesan Officials

**Chancellor:** George Alexander Way of Plean, 6 West Bell Street, Dundee, DD1 9AD

**Registrar:** Mr John Thom, Miller Hendry, 10 Blackfriars Street, Perth, PH1 5NS  
01738 637311

**Secretary:** Mr Michael Duncan, 16 Westwater Place, Wormit, Fife DD6 8NS

**Treasurer:** Mr Allan Duffus, 32 Pitcairn Drive, Balmullo, St. Andrews, KY16 0DZ

**Safeguarding Officer:** Reverend D Herbert, 43 Bridieswell Gardens, Gauldry, Newport on Tay,  
DD6 8RY

### **Clergy – Please note contact information for Lay/Alternate Reps and Lay Readers can be obtained from the Diocesan Office**

**ARBROATH** The Church of St Mary the Virgin, 2 Springfield Terrace, Arbroath, DD11 1EL

Clergy: The Reverend Peter Mead, St Mary's Rectory, 2 Springfield Terrace, Arbroath DD11 1EL 01241 873392

Lay Rep: Mrs Sue Lansley

Alt. Lay Rep: Mr John Buick

**AUCHMITHIE** The Church of St. Peter, DD11 5SQ

Clergy: The Reverend Peter Mead, 2 Springfield Terrace, Arbroath DD11 1EL

Lay Rep: Mrs Margaret Brown

Alt. Lay Rep: Mrs Susan Smith

**BRECHIN** The Church of St. Andrew, Argyll Street, Brechin, DD9 6JL

Clergy: The Rev Jim Benton-Evans, St Andrew's Rectory, 9 Castle Street, Brechin, DD9 6JW 07702842727

Reader: Dr Peter Smart

Lay Rep: Mr James Carnegy - Arbuthnott

Alt. Lay Rep: Mrs Elizabeth Matheson

**BROUGHTY FERRY** The Church of St. Mary, Queen Street, Broughty Ferry, DD5 1AJ

Clergy: Vacant

Lay Rep: Mrs Elaine Hammersley

Alt. Lay Rep: Mr Laurie Bidwell

**CARNOUSTIE** The Church of the Holy Rood, Maule Street, Carnoustie. DD7 6AB

Clergy: The Reverend Martin Allwood, 123 Chapman Drive, Carnoustie, DD7 6DY 01241 851920

Lay Reader Mrs Jean Fenwick

Mrs Edna Boffey

Lay Rep: Mrs Jean Fenwick

## Membership of Diocesan Synod 2022

**CATTERLINE** The Church of St. Philips, Near Stonehaven, AB39 2UN  
Clergy: The Rev Mary Jepp, 3 Martin Place, Stonehaven, AB39 2LG  
Lay Reader: Mrs Arma Isles  
Lay Rep: Professor P. Sharp  
Alt. Lay Rep: Mr Edward Dickens

**DRUMLITHIE** The Church of St. John the Baptist, Church Road, AB39 2YS  
Clergy: The Reverend Canon M. Turner, Beattie Lodge, Laurencekirk, AB30 1HJ  
01561 377667  
Lay Reader: Mrs Georgina Middleton  
Lay Rep: Mr Nicholas Constantine  
Alt. Lay Rep: Vacant

**DRUMTOCHTY** The Church of St. Palladius, Glen of Drumtochty, by Auchenblae,  
AB30 1TN  
Clergy: The Reverend Canon M. Turner, Beattie Lodge, Laurencekirk, AB30 1HJ  
01561 377667  
Lay Reader: Mrs Georgina Middleton  
Lay Rep: Mrs H. Sanderson  
Alt. Lay Rep: Vacant

**DUNDEE:** The Church of St. Luke, St Luke's Road, Downfield,  
DD3 0LD  
Clergy: The Reverend Canon Kerry Dixon, 6 Dudhope Street, Dundee DD1 1JU  
01382 523911  
Reader: Mr B. Gowans  
Lay Rep: Ms Gillian Campbell  
Alt. Lay Rep: Mrs Helen Stewart

**DUNDEE:** The Church of St. Margaret, 17 Ancrum Road, Lochee, Dundee DD2 2JL  
Clergy: The Rev Graham Nevin, Woodruffe, 63 Main Street, Longforgan, DD2 5EW  
01382 360006  
Lay Rep: Mrs B Brophy-Arnott  
Alt. Lay Rep: Vacant

**DUNDEE:** The Church of St. Martin, Derby Street, Dundee, DD3 6RL  
Clergy: Vacant  
Reader: Mr I. Turnbull  
Lay Rep: Mr I. Turnbull  
Alt. Lay Rep: Vacant

**DUNDEE:** The Church of St. Mary Magdalene, Dudhope Crescent Road, Dundee, DD1  
5RR  
Clergy: Interim Rector: The Reverend Canon Kenneth Gibson, 39 Durham Street,  
Monifieth. DD5 4PF  
01382 535920  
Curate: The Reverend Roxanne Campbell, 5 Oban Terrace, Dundee, DD3  
0GZ 07764 212092  
Lay Rep: Mrs Denise Scobie  
Alt. Lay Rep: Mr. John Armstrong

## Membership of Diocesan Synod 2022

**DUNDEE:** The Church of St. Ninian's, Kingsway East, Dundee, DD4 7RW  
Clergy: The Very Rev F. Lamont, Dean of Diocese of Brechin, St. Ninian's Church  
House, Kingsway East, Dundee, DD4 7RW 01382 453818  
Lay Rep: Ms Fiona Scarfe  
Alt. Lay Rep: Mrs Vina Strachan

**DUNDEE:** The Cathedral Church of St, Paul, Castlehill, Dundee, DD1 1TD  
01382 224486  
Clergy: The Very Rev Dr Elizabeth Thomson, 4 Richmond Terrace,  
Dundee, DD2 1BQ 07507 708632  
Lay Rep: Dr Susie Schofield  
Alt. Lay Rep: Mr Paul Hastie

**DUNDEE:** The Church of St Salvador, Church Street, Dundee, DD3 7EW  
Clergy: The Reverend David Gordon, 20 Lintrathen Gardens, Dundee,  
DD3 8EJ 01382 827948  
Lay Rep: Mr Martin Andrews  
Alt. Lay Rep: Vacant

**FASQUE:** The Church of St Andrew, Fettercairn, AB30 1DN  
Clergy: The Reverend Canon M. Turner, Beattie Lodge, Laurencekirk,  
AB30 1HJ 01561 377380  
Reader: Mrs Georgina Middleton  
Lay Rep: Mr I Thornton-Kemsley  
Alt. Lay Rep: Vacant

**GLENCARSE:** The Church of All Saints, Main Street, Glencarse, PH2 7LX  
Clergy: The Ven Canon Dr Ian Young, Springbank, 36 Abbott Street, Perth,  
PH2 0EE  
Lay Rep: Mrs. Pam Murray  
Alt. Lay Rep: Mrs Dorothy Maingot

**INVERBERVIE:** The Church of St. David of Scotland, Victoria Terrace, Inverbervie,  
DD10 0PS  
Clergy: The Rev Jim Benton-Evans, 9 Castle Street, Brechin, DD9 6JW  
07702842727  
Readers: Dr Peter Smart  
Mr Harold Jack  
Lay Rep: Mrs Mary Bowker  
Alt. Lay Rep: Mr John Hitchon

**INVERGOWRIE:** The Church of All Souls, Main Street, Invergowrie, DD2 5BA  
Clergy: The Reverend David Gordon, 20 Lintrathen Gardens, Dundee,  
DD3 8EJ 01382 827948  
Lay Rep: Mrs Valerie Beveridge  
Alt. Lay Rep: Mrs Barbara Currie

## Membership of Diocesan Synod 2022

**LAURENCEKIRK** The Church of St. Laurence, High Street, Laurencekirk, AB30 1BH  
Clergy: The Reverend Canon M. J. R. Turner, Beattie Lodge, Laurencekirk,  
AB30 1HJ 01561 377380  
Reader: Mrs Georgina Middleton  
Lay Rep: Mrs J Gaye Thornton-Kemsley  
Alt. Lay Rep: Mrs M. Constantine

**MONIFIETH:** The Church of the Holy Trinity, 99 High Street, Monifieth, DD5 4AB  
Clergy: The Reverend Martin Allwood, 123 Chapman Drive, Carnoustie, DD7 6DY  
01241 851920  
Readers: Mrs Linda Walls  
Lay Rep: Mrs Linda Walls  
Alt. Lay Rep: Mrs Fiona Buchan

**MONTROSE:** The Church of St Mary and St Peter, Mid Links, Montrose,  
DD10 8HD  
Clergy: The Rev Jim Benton-Evans, 9 Castle Street, Brechin, DD9 6JW  
07702842727  
Readers: Dr P. Smart  
Mr Harold Jack  
Lay Rep: Mrs Judith Chaffer  
Alt. Lay Rep: Mr Harold Jack

**MUCHALLS:** The Church of St Ternan's, Muchalls, AB39 3PP  
Clergy: The Rev Mary Jepp, 3 Martin Place, Stonehaven, AB39 2LG  
Lay Rep: Mrs Irene Butler  
Alt. Lay Rep: Mr. Steven Coull

**STONEHAVEN:** The Church of St. James the Great, Arbuthnott Street, Stonehaven, AB3 2JB  
01569 764473  
Clergy: The Rev Mary Jepp, 3 Martin Place, Stonehaven, AB39 2LG  
Reader: Mrs A. Iles  
Lay Rep: Professor P. Sharp  
Alt. Lay Rep: Mr Edward Dickens

**TARFSIDE:** The Church of St. Drostan, Glenesk, via Brechin, Angus,  
DD9 7YX  
Clergy: The Reverend J. Nelson, 4 St Michael's Road, Newtonhill, Stonehaven, AB39  
3RW 01569 739067  
Lay Rep: Mr P. Nelson  
Alt. Lay Rep: Mr Kenneth Goddard

**UNIVERSITY  
OF DUNDEE:**  
Clergy: The Reverend Professor Annalu Waller, 9 Invergowrie Drive, Dundee,  
DD2 1RD, 01382 644570



# **Rules of Order of Brechin Diocesan Synod (2000)**

## **SCOTTISH EPISCOPAL CHURCH**

### **DIOCESE OF BRECHIN**

**(Scottish Charity No SC016813)**

## **RULES OF ORDER OF DIOCESAN SYNOD**

**(Adopted by Synod in 2000)**

### **1. Application**

These rules of order shall apply to the proceedings of the Diocesan Synod whether sitting as one body or in separate Houses of Clergy and Laity.

### **2. The Chair – Powers and Duties**

Deference shall at all times be paid to the authority of the Chair. All points of order shall be addressed to the person occupying the Chair, stated briefly and audibly, and raised immediately the perceived irregularity occurs, otherwise the person occupying the Chair shall dis-allow them. Points of order shall not introduce new subject matter. Speeches shall not be allowed on points of order. Where, in the view of the person occupying the Chair, the matter raised does not constitute a point of order, the person occupying the Chair shall rule accordingly. On all points of order the ruling from the Chair shall be final and not open to discussion. When the person occupying the Chair rises to speak, any member of Synod who is addressing the meeting shall sit down.

It shall be the responsibility of the person occupying the Chair to preserve order and secure that members obtain a fair hearing, to decide all matters of order arising at meetings of Synod and to decide, if two or more members rise in their places, which to call to speak. In the event of disorder arising at any meeting of Synod, the meeting may be adjourned by the person occupying the Chair who shall also, then or subsequently, fix a time for its reconvening. Quitting the Chair in such circumstances shall, without further procedure, have the effect of a formal adjournment of the meeting.

### **3. Order of Debate**

Members desiring to speak shall rise in their places. Those called upon to speak shall address the Chair. Speeches shall be directed to the motion or amendment being proposed, seconded or otherwise under discussion or to a question of order. No member shall be allowed to speak more often than once on any subject under discussion, save on a point of order or, with consent of the Chair, to make an explanation, but the mover of a motion shall have a right of reply. A member who is speaking when a question of order is raised shall sit down until the question of order has been decided by the person occupying the Chair.

### **4. Matters Taken in Private**

Synod may decide by a majority of those present and voting that:

- (a) Any business shall be taken in private
- (b) Synod shall go into Committee for the informal discussion of any subject.

### **5. Adjournment**

- (a) Any meeting of Synod may be adjourned to such other place, time or day and hour as may be set by the person occupying the Chair.

# Rules of Order of Brechin Diocesan Synod (2000)

- (b) Any meeting of Synod may be adjourned to a later time on the same day and such an adjournment may be made on the direction from the Chair, or failing such direction, on the motion of any member, the vote on which motion, on being seconded, shall without amendment or discussion be taken by a show of voting cards as one House.

## 4. Quorum

The Quorum of Synod shall be one half of the voting members of the House of Clergy and of the House of Laity, but no business shall be invalid because transacted without a quorum being present, unless the attention of the Chair has been called to the absence of a quorum. The person occupying the Chair shall then ascertain, in such a way as seems fit, that no quorum is present, and declare the fact. This shall be a responsibility of the person occupying the Chair, whose declaration, whether or not a quorum is present, shall be final. If it has been declared from the Chair that no quorum is present, no business shall be transacted until a quorum is declared from the Chair to be present except:

- (a) the consideration of a motion to adjourn
- (b) such non-contentious business as the meeting, with consent of the person occupying the Chair, sees fit to transact.

If however, a division is challenged on any subject other than on a motion for adjournment, the same shall not be dealt with by the meeting. No motion for adjournment shall be submitted until at least fifteen minutes after the declaration from the Chair that a quorum is not present, except with the consent of the person occupying the Chair.

## 7. Obstructive or Offensive Conduct

- (a) In the event of any member at any Synod meeting disregarding the authority of the Chair, or being guilty of obstructive or offensive conduct, a motion may thereupon be moved and seconded to suspend such member for the remainder of the sitting. The motion shall be put without discussion.
- (b) The person occupying the Chair shall warn any member of the public who interrupts the proceedings at any meetings. If that member of the public continues the interruption the person occupying the Chair shall order the person concerned to leave the meeting, and not return.

## 8. Duration of Speeches

The mover of a motion shall not speak for more than ten minutes except with the consent of Synod. All other speakers taking part in the discussion on the motion or amendment shall not normally speak for more than five minutes, subject to the discretion of the person occupying the Chair. The mover of the original motion shall have the right to speak for five minutes in reply, but shall not introduce any new matter into the debate. Thereafter the discussion shall be held closed and the question shall thereupon be put from the Chair.

## 9. Motions

- (a) Synod shall consider only the following motions:
  - (i) motions which have been included in the Agenda and papers for that meeting
  - (ii) late motions which Synod has agreed to consider (see Rule 10 below)
  - (iii) formal or procedural motions
- (b) All motions and amendments shall be stated, immediately on their being proposed to the meeting, by the mover, before being spoken to. All motions under Rule 9(a) (ii) and all amendments shall be submitted in writing, signed by the mover and seconder and delivered to the Diocesan Secretary immediately on being moved.
- (c) Every amendment shall be relevant to the motion on which it is moved. A motion may be amended by the mover with the consent of the meeting, which consent shall be by the

## Rules of Order of Brechin Diocesan Synod (2000)

majority of those present and voting. In the case of a motion emanating from a Board or Committee of Synod or a Regional Meeting the mover of that motion shall have the power, unless specifically denied it by the body from which the motion has emanated, to accept the amendment to that motion, thus altering the text of the motion on which Synod is asked to vote.

- (d) A motion or amendment may be withdrawn by the mover with the consent of the seconder of that motion or amendment, but Synod shall have power by simple majority of those present and voting to refuse to allow such withdrawal, in which case the motion shall stand.
- (e) Motions or amendments which are not seconded shall not be discussed or inserted in the minutes.
- (f) If, in the opinions of the person occupying the Chair, more than one motion deals with the same subject matter, only the motion first lodged with the Diocesan Secretary (whether by hand delivery or by post) shall be considered and if, in the opinion of the person occupying the Chair, any motion deals with a matter already under consideration by a Board or Committee, that motion shall not be considered.
- (g) If a member who has submitted a notice of motion is not present to move the motion, the motion shall fall, unless Synod agrees that another member may move the motion.
- (h) No motion of any kind which involves a grant of money shall be competent unless it is printed in the Agenda with the observations of the Board or Committee within whose budget the grant would fall, with power to the Chair on special occasions to take the sense of the meeting with reference to matters appearing in the Agenda and, if satisfied, to dispense with the necessity of observations by the appropriate Board or Committee. Except as above provided, no motion (other than votes of thanks) shall be entertained unless notice has been given to the Diocesan Secretary in reasonable time to enable it to be entered in the programme of business, or a late motion is accepted in accordance with Canon 50 Resolution 3 (see Rule 10 below).
- (i) The Bishop may veto the discussion of any motion, though otherwise competent, unless at least five voting members of Synod shall express their desire that it should be discussed.

### **10. Late Motions submitted under Canon 50 Resolution 3**

- (a) Notice of late motions should normally be given in writing (to the Diocesan Secretary) before Synod starts.
- (b) The motion shall be in writing, and signed by the mover and seconder, who must be members of Synod qualified to vote.
- (c) The mover of a motion under this Rule shall be given the opportunity to address Synod briefly (maximum of two minutes) as to why Synod should consider the motion at that time before a vote is taken on whether the Motion should be considered.
- (d) Subject to any contrary provision in the Code of Canons, in order for a late motion to be considered by Synod, a majority of those present and voting shall vote in favour of its being considered.

### **11. Motion: "That the Question be now put"**

- (a) The amendment called "The previous question" shall not be allowed.
- (b) It shall be competent for any member who has not spoken on the question before the meeting to move "that the question be now put". On this being seconded, if it seems to the person occupying the Chair that the question before the meeting has been sufficiently discussed, a vote shall be taken, without amendment or discussion. If the motion is carried, the mover of the original motion shall have the right to reply, and the question under discussion shall be put to the meeting. If the motion "that the question be now put" is not carried, a similar motion may be made after every three additional members have spoken.

# Rules of Order of Brechin Diocesan Synod (2000)

## 12. Voting

- (a) After the question on which the vote is to be taken has been announced, and voting has commenced, no member shall be permitted to offer an opinion, or ask a question, except on a point of order, or otherwise interrupt the proceedings until the result of the vote has been intimated.
- (b) Save as otherwise provided, all motions and amendments shall be passed by a majority of the members of Synod present and voting.
- (c) The person occupying the Chair shall have a deliberative but not a casting vote. Whether the matter which is the subject of the vote relates to the appointment of a member of Synod to any particular office or committee, voting shall be by ballot.
- (d) When the question is put to the vote, tellers shall be named from the Chair and shall give in their report on each division taken. Except where otherwise stated in these Rules of Order, the vote may be taken in the first instance on a show of voting cards, the result, in the opinion of the person occupying the Chair, declared therefrom. In all cases of doubt the vote shall be taken counting the cards held up. On any question, if one third of the present and voting members of either House so wish, voting shall be by ballot.
- (e) When voting by Houses, the Houses must meet separately if one third of the present and voting members of either House so wishes. When Synod votes by Houses, the numbers of the vote in each House shall be recorded, and a majority of those present and voting shall be required in each House for the passing of the motion.
- (f) A challenge to the accuracy of the Minutes shall be made by way of an amendment to the motion that the Minutes be approved. Only those members who were present at the previous meeting to which the Minutes relate shall be entitled to vote on the said amendment.

## 13. Election, Selection or Appointment of Members of Office

In the case of election, selection or appointment by Synod of a member of Synod or of any other person to any office where the number of candidates nominated exceeds the number of vacancies, the member or person to be elected, selected or appointed as the case may be shall be determined by a vote (or votes) by ballot in (each of) which members will be entitled to vote for as many candidates as there are vacancies. No members may record in the ballot more than one vote for any candidate. The candidate or candidates having the highest number of votes shall be declared duly elected. If there is equality of votes for the last vacancy, this shall be resolved by ballot or by a show of voting cards.

## 14. Assessor

The Chancellor of the Diocese (whom failing the Registrar, whom failing another person nominated by the Administration Board) shall act as Assessor to the person occupying the Chair. The Assessor shall intervene as Assessor only on the call of the Chair, without prejudice to the right of the Assessor, when a member of Synod to speak and vote as such.

## 15. Suspension of Rules

The application of any of these Rules of Order may be temporarily suspended or amended by a majority amounting to two-thirds of those present and voting. Voting shall be in one House.

## References

***Canon 50: Of Diocesan Synods***

***The Rules of Order of the General Synod***

***The Constitution of the Diocesan Synod of the Diocese of Brechin***

# Constitution of Brechin Diocesan Synod (2020)

## CONSTITUTION FOR THE DIOCESAN SYNOD OF THE DIOCESE OF BRECHIN

(Scottish Charity No SCO16813)

Approved by Diocesan Synod, 7 March 2020.

### Diocesan Synod

1(a) There shall be a Diocesan Synod in which is vested the functions, powers and duties set out in Canon 50 – Of Diocesan Synods – and in Sections 6.61 and 7 of the Digest of Resolutions of the of the General Synod 1997 and such other relevant Resolutions that General Synod may pass.

1(b) The Diocesan Synod's Boards and Committees shall comprise those listed in Articles 7 to 9 inclusive, hereof.

### Membership

2 The Diocesan Synod shall consist of the Bishop, all instituted, licensed and commissioned clergy of the diocese, the diocesan officials as specified in Canon 61, and the lay members specified in Section 3 below. The Diocesan Chancellor or Registrar may also attend as assessor to the Synod.

3(a) The lay members of the Synod shall consist of a lay representative for each congregation within the Diocese, the lay members of General Synod elected by the Diocesan Synod under Canon 52 Section 5 , the alternate members of General Synod under canon 52 Section 7, a lay member of the Diocesan Council ex officio and such additional lay members as elected by the Diocesan Synod.

General Synod members comprise those lay representatives or alternates elected from each diocese. In addition, other members of the General Synod through membership of provincial boards and committees are for their period of office members of the Diocesan Synod.

3(b) Alternate Lay Representatives, Lay Readers, Church Army Evangelists, members of Religious Orders and others working in the Diocese shall be invited to participate fully in the proceedings of the Diocesan Synod, save in the matter of voting.

### Meetings

4. In accordance with Canon 50 Section 8 the Bishop shall preside. In the absence of the Bishop, the Dean of the Diocese shall preside, but should the Dean also be absent the meeting shall appoint one of its own members.

### Officials

5. The Synod shall appoint a Treasurer, a Secretary and an Auditor/Independent Examiner whose appointment shall not be for a longer period than until the next meeting.

### 6. Trustees

The Diocesan Council shall be the Charity Trustees for the diocese.

# Constitution of Brechin Diocesan Synod (2020)

The Property Trustees shall be the Bishop, the Dean, the Chancellor and the Registrar ex officio.

## Boards and Committees

7(a) The Diocesan Council shall be responsible for acting in an emergency on behalf of the Synod.

7(b) in any emergency in the absence of the Bishop the Dean shall chair; if neither is present the Council shall appoint one of its members to chair the meeting.

8(a) The Diocesan Council shall administer the strategic direction and life of the diocese on behalf of the Diocesan Synod in all matters of mission and ministry, finance and property, and such matters sent to the diocese by the General Synod. For avoidance of doubt the Diocesan Council shall be responsible for the appointment of salaried staff employed by the Diocese and their terms of employment.

8(b) Membership of the Diocesan Council shall be: the Bishop, who shall act as chair; the Dean, Diocesan Treasurer, Diocesan Secretary, four Lay Members elected by the House of Laity and four Clergy members elected by the House of Clergy.

The Diocesan Secretary shall act as Secretary to the Diocesan Council. The Diocesan Council shall have the power to co-opt for any vacancies that may arise between Synods whose term shall only continue until the next Synod.  
Each member of the Diocesan Council shall have one vote.

8(c) The Diocesan Council shall have the power to appoint pendant or ad hoc committees or working groups.

9(a) There shall be a Diocesan Buildings Committee, reporting to the Diocesan Council, set up in accordance with Canon 35 and Canon 50(9) The membership shall be the Dean, the Diocesan Secretary, the Diocesan Archivist and include other persons with professional expertise in architecture, ecclesiastical artefacts and liturgy to consider and determine proposals relating to all changes to the fabric of Church Buildings as provided under Canon 35 (1). In addition Synod shall elect up to six members to serve for a term of three years. At least one of the elected members will be a member of the House of Clergy.

9(b) The central function of the Diocesan Buildings Committee is to fulfil the requirements of Canon 35. In addition, the committee will provide information, advice and support to the Diocese and to individual charges relating to changes to the fabric or buildings including visits or inspections which are unrelated to Canon 35 applications.

## Members and Conveners

10. Unless otherwise specified in this Constitution, elected members of the Diocesan Council shall serve a term of three years and may be re-elected or reappointed provided that no member shall serve for a continuous period of more than six years. No member on ceasing to be a member shall be eligible for re-election until after an interval of at least one year. In the event of any vacancy, appointments shall be made by the Diocesan Synod at its Annual Meeting after nominations have been invited from members. Casual vacancies may be filled by the Council until the next Annual Meeting of Synod when an appointment shall be made for a new three year period.

## Quorum

## **Constitution of Brechin Diocesan Synod (2020)**

11. At meetings of the Diocesan Synod, the quorum shall be one half of the number of Clerical and the number of lay members entitled to vote, rounded up to the nearest whole number.

12. At meetings of the Diocesan Council, and the Diocesan Buildings Committee, the quorum shall be one third of the total membership, rounded up to the nearest whole number.

### **Amendment of Constitution or adoption of new Constitution**

14. It is competent for this Constitution to be amended or a new Constitution adopted by a simple majority of those present and voting at a meeting of the Diocesan Synod. Proposals for changes to the Constitution must be submitted for consideration to the Diocesan Council, whose comments shall be reported to Synod.

### **Review**

15. Notwithstanding the power of the Diocesan Synod to amend its constitution or to adopt a new Constitution at a duly constituted meeting thereof, the Constitution of the Diocesan Synod shall be reviewed by the Diocesan Council for the next Synod and at the end of each five year period thereafter, and any recommendations for alteration brought to the Diocesan Synod.