

# **Scottish Episcopal Church Diocese of Brechin**



## **Diocesan Synod**

**Saturday 4<sup>th</sup> March 2023  
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 55-58.

#### 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 Membership, Rules of Order and Constitution

Diocese of Brechin Lay Representatives 2023	(page 54)
Membership of Diocesan Synod 2023	(pages 55-58)
Rules of Order for Brechin Diocesan Synod	(pages 59-62)
Constitution of Brechin Diocesan Synod	(pages 63-65)

# Agenda

## Scottish Episcopal Church DIOCESE OF BRECHIN

Scottish Charity No SC016813

### Agenda for Diocesan Synod – Saturday, 4<sup>th</sup> March 2023

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

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

#### Timetable

**Session 1:** 10.45am – 11.45am: Mission & Ministry Reports & Canonical Revision  
**Break:** 11.45am – 12noon  
**Session 2:** 12noon – 12.45pm: Council Reports and Environmental Matters  
**Lunch break** 12.45pm – 1.30pm  
**Session 3:** 1.30pm – 2.30pm: Governance & Elections

#### Session 1: 10.45am – 11.45am: Mission & Ministry Reports & Canonical Revision

##### 1.1 Opening Business:

Roll Call of Members (from registration)

2021-22 Changes in Diocese of Brechin Clergy & Lay Ministers (page 5)

Minutes of previous Diocesan Synods March 2022 (pp 6-11) and October 2022 (pp 12-15)

Welcome to General Synod Representative

Miriam Weibye (Church Relations Officer)

##### 1.2 Questions on reports received:

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

- Diocesan Statistics (pages 16-17)
- Mission & Ministry Report (pages 18-20)
- Companion Links Report (pages 21-24)
- Young People's Report (page 25)
- Communications Report (page 26)

##### 1.3 Business from General Synod 2022

Liturgy Approval: Pastoral Offices (papers enclosed)

**Motion:** “That this Synod approve the Pastoral Offices for use in the SEC.”

Advisory vote to be taken in houses

Revision of Canon 4: Of the Election of Bishops to Vacant Sees

(papers enclosed)

**Motion:** “That this Synod approve the text of the Revised Canon 4 as approved at first reading at General Synod 2022.”

Advisory vote to be taken in houses

**Break: 11.45 to 12noon**

# Agenda

## **Session 2: 12noon – 12.45pm: Council Reports and Environmental Matters**

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

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

- Diocesan Council Report (pages 27-29)
- Diocesan Safeguarding Officer Report (pages 30-36)
- Diocesan Buildings Committee Report (page 37-38)

### **2.2 Provincial Environmental Group**

Net Zero update

Any motions may be tabled by the PEG representative on the day, subject to Synod approval under Rule 10 of the Rules of Order.

## **Lunch break 12.45pm – 1.30pm**

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

**3.1 Finance:** Report on past year (page 39-40)

**3.2 Cathedral Statutes** – Chapter proposed revision and modernisation: a ‘tool for mission and ministry’ (pages 41-48)

**Motion:** “That this Synod confirm the amended Cathedral Statutes as tabled.”  
Vote to be taken in houses

**3.3 Elections:** (The Dean will take the chair of the Synod) Summary: (page 49)  
(Voting only required if more candidates than posts)

Diocesan Elections & Appointments (pages 50-52)

Provincial Elections & Appointments (page 53)

### **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 2<sup>nd</sup> March 2024

### **Autumn Synod – 28<sup>th</sup> Oct 2023 – Accounts and Budget; Diocesan Strategy**

## **Changes in Diocese of Brechin Clergy & Lay Ministers**

### Clergy Movements (in alphabetical order) between Dec 2021 and Nov 2022

Rev Roxanne Campbell was appointed as Priest in Charge and Transitional Minister for St Martin's Dundee and Priest for Outreach for the Cathedral (June 2022).

Rev Mary Jepp was appointed as Priest in Charge and Transitional Minister for St Ternan's Muchalls and St James Stonehaven (January 2022)

Rev Mark-Aaron Tisdale was appointed as the Rector of St Mary's Broughty Ferry (August 2022)

### RIP

The Rt Rev Edward (Ted) Luscombe, Bishop of Brechin from 1975 to 1990.

# Minutes of Previous Synods

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

## **The Synod Gathered for the Opening Eucharist**

The Bishop led worship and gave the charge.

"Greetings and welcome to you all, to the Diocese of Brechin Synod 2022 – it feels good, if strange and limited, to be meeting in person here in Broughty Ferry. Last year we met on Zoom, the lock down had hit us just after Christmas and didn't lift until Holy Week.. Last year I commented that it had been a strange year with Covid and all the restrictions on our life as Christian communities. This year we can say the same – with the added alarm and horror at the war that has been started in Europe, in Ukraine.

"It rather puts our concerns and our business in perspective, as we gather to reflect upon finances and quota and elections to bodies and the running of our church. A war in Europe, added to the ongoing wars in so many parts of the world – but one that brings nuclear powers to the edge of conflict – is something that can and should dominate our prayers and our thoughts. But this Synod is not just a governance, business meeting – it is a gathering of Christian communities – Christian disciples – to reflect upon what God is doing in the world and in our own churches and diocese.

"We will reflect upon financial matters in our churches, and the stress and strain that the pandemic has placed upon us. But that is also a story of faith and perseverance in those church communities in Covid (and now, with alarm and threats of global conflict). When we look at the performance of the church's stocks and shares, and what we will need in the future, how the diocese has used finance to support and enable ministries and help churches adapt to changing circumstances – that is the story of the diocese working to build up and support the communities in our care. It is quite deliberate that we look at diocesan strategy – our mission and ministry – as our first part of our meeting.

"At every Synod I find myself talking about encouragement. These challenges and troubles around us make it all too easy to become discouraged in our church life. The second year of pandemic has been hard work for us all, and there has been anxiety about the health and positive future of the SEC and our churches. But I see positive signs of life. Developments – for example, it is so good to welcome new incumbents to the diocese, a good number in 'transitional ministries', a key thread of the diocesan strategy. It is also encouraging as I visit charges and meet you – the people of the SEC in this place – worshiping, supporting each other and, so increasingly, reaching out to their communities.

"So: we are about to spend time talking about governance and finance – but it is all the foundation of our mission in this place to proclaim the good news of Jesus Christ: the light of God in a dark, dark world! "Amen"

*The First Session of the Synod Meeting was convened.*

### **1.1 Opening Business**

#### **1.1.1 Roll call of members** (done by registration).

#### **1.1.2 Representative from General Synod Office**

The Bishop welcomed and introduced Malcolm Bett, Provincial Treasurer.

Malcolm expressed pleasure at being here and paid tribute to Allan Duffus for the many roles he has held in the SEC over many years.

#### **1.1.3 Changes in Clergy and Lay Ministers:**

The Bishop gave an overview of what had been a very busy year for changes in ministry.

Rev'd Martin Allwood , priest in charge (transitional ministry for Holy Rood Carnoustie and Holy Trinity Monifieth.

Rev'd Jim Benton-Evans Rector of St Andrews Brechin and St Mary's and St Peter's Montrose.

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

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

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Rev'd 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

Rev'd David Gordon, priest in charge of All Soul's 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.

Rev'd Stephen Graham, Chaplain Glenalmond School was licensed PTO for Brechin Diocese.

Rev'd 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.

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

Rev'd 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.

Rev'd 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.

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

Those clergy from/connected to the Diocese who died in the past year:

Rev'd David Shepherd, formerly rector of St Mary Magdalene Dundee.

Canon Jack Denholm, former Curate of St Mary Magdalene, retiree in Leven Care Home.

### 1.1.4 Previous Minutes

The minutes of the meeting of Brechin Diocese held on 6<sup>th</sup> March 2021 were proposed as an accurate record.

**Proposed by Dr Jaap Jacobs and Seconded by Dean Fay Lamont.**

**Approved by Synod**

### 1.2 Reports Received

The following reports were received as read:

Mission & Ministry

Companion Links

Children and Young People

Communications

Thanks was given for those officers who had provided their reports.

#### 1.2.1 Companion Links Greetings

Bishop Betsey Monnot of Iowa introduced herself with an online recorded greeting.

A letter of Greeting was received from +Bishop Dalcy Dlamini of Swaziland.

### 1.3 Diocesan Strategy

#### 1.3.1 Overview:

The Bishop led a discussion on the reported work on the Diocesan Strategy. He noted that the three strands of the strategy do not DO the mission/ministry work: they create an environment that lets: Churches come together to encourage each other; Churches to be confident places to 'do' mission; Individuals grow in their spirituality, worship and discipleship. The Diocese supports mission with human and financial resource.

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The strategy is NOT a top-down mission strategy that tells charges what to do: this is a programme to bring health (spiritual and financial ) to our churches to let mission grow.

After small group discussion on Clusters, Transitions, Support,

Feedback was given: outreach is much more out in the world but we need to be more ambitious and increase use of resources. Since Covid Clusters have lost their momentum. Need to be re-invigorated and bring the clusters together.

### 1.3.2 Diocesan Statistics for 2021

Canon Kenneth Gibson, Synod Clerk, spoke to the statistics. These are limited in their use ; more are watching online than physically in the congregation but it is not reflected in the statistics. They DO present a snapshot of where we are : the core business of the Church.

Overall: There has been a decline in membership because of the pandemic of 18.2% and an 8.7% decline in communicant members (108 people).

### 1.3.3 Sale of St John the Baptist, Stobswell.

The Bishop gave a verbal report on progress.

### 1.3.4 Diocesan Environmental Group

A verbal report was given and an appeal was made for more people on the DEG . This will be a main issue at the Autumn Synod.

*The Synod broke for lunch.*

## **2. The Second Session was convened.**

### **2.1 Reports Received**

Reports were received as read from Diocesan Council, Safeguarding, Diocesan Buildings Committee. Thanks were expressed to all who serve.

### **2.2 Finance**

#### 2.2.1 Predicted outturn for 2020-21

The data being presented is still very provisional. Draft accounts are still in production and need to go for a full audit.

This year there was a small deficit – just over £17K

Income is little bit below budget but getting better each year with improved budgeting.

Expenditure overall is a little bit below budget but close. £2K worse, on £180K of finance.

#### 2.2.2 Budget

A budget was presented to Synod. Expenditure was predicted to go up about £15K - £9K for the full audit, with some other increases in wages, work on properties and clergy training. There were predicted savings – primarily less expense on the Diocesan centre by disposal.

Income budgeted was up very slightly on last year's budget – increased MMSG from Edinburgh, an enhanced St Luke's ongoing contribution and some increased UTP share distributions offsetting the loss of rental income from the diocesan centre. With the assumed quota about to be put to Synod, the assumed outturn at the end of November 2022 was (on unrestricted funds) a deficit of just below £16k on turnover of £207k. The deficit would be met from unrestricted funds.

#### 2.2.3 Quota

To achieve a breakeven budget the charges would be ask for £135K quota in total. This would be a massive (24%) increase from the £109K requested in 202-21 – so Council have 'pegged' the proposed increase to



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£119K – the same 9.8% increase that provincial Quota on Diocese was increased by at General Synod 2021. The amounts that each charge would be requested for were presented to Synod for discussion and approval.

**Motion: “ That this Synod approve the budget and quota for financial year 2021-22 as presented.”**

**Proposed – Allan Duffus**

**Seconded – Graeme Stirling**

**Approved unanimously**

### 2.2.4 Use of Designated Funds for Transitional and Other Ministries

The Bishop presented an annual report on the use of designated funds for Transitional and other Ministries, as agreed to be done each year in 2019. The numbers were provisional, awaiting the full audit of the accounts that was still under way. This report included Diocesan Council's decision to designate the funds that would be retained after the sale of St John's for this 'Mission and Ministry' purpose, rather than being general funds. The figures presented included budgeted figures for Transitional Ministry in St Martin's Dundee and for the employment of a Children and Youth Officer.

**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”.**

**Proposed – Harold Jack**

**Seconded – Rev'd Roxanne Campbell**

**Approved unanimously.**

*The Synod took a break*

## **3. The Third Session was convened.**

### **3.1 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 with permitted inclusive language changed has been produced by the Liturgy Committee for the Faith & Order Board.

This liturgy had its first reading at general Synod 2021 and passed. 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 Synod votes are advisory only and inform General Synod about the degree of consent or otherwise around the Province.

Dr John Davies of the Liturgy Committee was present and addressed Synod.

Comments from the floor highlighted inclusive language and not just male/female to make it more meaningful. 'Humans' has a universality. A new version is expected in the summer.

**Motion: 'That this Synod approves the adoption of the revised 1982 Liturgy at GS 2022'**

**Vote by houses:**

**Bishop - unanimous**

**Clergy – 12 for, 1 against no abstentions**

**Laity – 18 for, 1 against, 2 abstentions.**

Thanks were expressed to Dr John Davies for his attendance.

### **3.2 Elections**

The Dean took the Chair for the elections .

#### 3.2.1 Diocesan Officers

The Diocesan Secretary, Mr Michael Duncan, was nominated and appointed unanimously

The Diocesan Treasurer, Mr Allan Duffus ' was nominated and appointed unanimously, noting that this was the beginning of his final year in post.

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An Assistant Treasurer (not a constitutional officer), Mr Robert Main, was nominated and appointed unanimously to work alongside Allan and take over as he retired..

### **3.2.2 Diocesan Council**

Rev'd Canon Kenneth Gibson proposed by Rev'd Martin Allwood and seconded by Rev'd Roxanne Campbell.

Emeritus Professor Peter Sharp OBE proposed by Dr (now Professor) Susie Schofield and seconded by Dr Jaap Jacobs.

Edward Stansfeld proposed by Judith Chafer and seconded by Harold Jack.

All were appointed unanimously

### **3.2.3 Diocesan Buildings Committee**

John Lansley was nominated and appointed unanimously.

Dr Martine van Ittersum Proposed by Dr Jaap Jacobs and seconded by Mike Duncan

2 Vacancies remain

### **3.2.3 General Synod Membership 2022-2026**

#### **Clerical Representatives (2022-2026)**

Rev'd Pete Mead

Very Rev'd Dr Elizabeth Thomson

Rev'd Canon Kerry Dixon

Rev'd Roxanne Campbell

Rev'd Denise Herbert

Rev'd Gary Clink

#### **Clergy Alternates for 2022**

Canon Kerry Dixon

Ven Canon Ian Young MBE

Canon Michael Turner

#### **Lay Representatives (2022-2026)**

Val Beveridge

Peter Chaffer

Steven Coull

Jean Fenwick

Graham Nicholson

Sue Rowe

#### **Lay Alternates for 2022**

Judith Chaffer

Harold Jack

Dr Jaap Jacobs

## **Minutes of Previous Synods**

### **3.3 Concluding Business**

The Bishop gave votes of thanks to those who attended; St Mary's team; Bob Main for sound; Provost Elizabeth and Stuart Muir for worship; Dean Fay for managing the elections; Diocesan Secretary and Bishop's PA; Pat Millar who had served on many boards and committees and was retiring from Diocesan Council.

Dean Fay thanked The Bishop for his leadership particularly in the last two years.

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

**Date of next Spring Synod Saturday 4<sup>th</sup> March 2023.**

# Minutes of Previous Synods

**Held Saturday 1<sup>st</sup> October 2022, St Ninian's, Dundee**

## **Opening Eucharist**

The Bishop led worship and gave the charge.

“Greetings to you all – thank you for coming to a second Synod in 2022!

“We’ve gathered here in St Ninian’s (thank you Dean Fay and all here!) – for a crisp and focused Synod, to do some financial business and to look at the environmental issues that we are facing as a church. This is an extraordinary challenging time that we are living through, with the shock of the pandemic still rippling around us, the war in Ukraine with the terrible cost in lives (and war repeated in so many parts of the world) and energy prices and all the inflation that comes with making the cost of living a world wide challenge. What do we focus on in all that?

“In our Synod today we are focusing on some financial business. That never seems all that exciting, all that relevant. But the finances of the diocese are a safety net that lets all of our church communities function, be led – you pay for me – and be supported when things are hard. The accounts for nearly two years ago - those need received so we are being good stewards. Some tweaks to quota and budget: that means your diocese is being run efficiently: we can do God’s work without worry.

“The readings we had today: the end of book of Job, and an episode in Luke’s gospel when the seventy sent out to proclaim the kingdom of God return, filled with success: those are both readings filled with success and the blessing of God. Those are encouraging readings, even if we know that in practice there are problems and disagreements and things don’t always work out. At the Synod we are called to rejoice in all that God has given us, but we need to be careful and proper and prepared in how we work.

“And the other theme we are exploring today is the church’s pledge to work towards carbon Net-Zero by 2030 – a very short time away. We won’t have the answers today: that is work that will be taking more and more of our attention in the next few years, but today we can look at what it means for us to achieve Net Zero, what that might mean for us as disciples, and some reflection on the many, many areas the wider Anglican church might be approaching the environment crisis that the world faces.

“This can all seem a bit overwhelming for a Saturday morning in October, when you have kindly turned out for our discussions. But by coming out today, by celebrating this eucharist to start our proceedings, by testing that the care that we can take with our finances, our carbon use, out of discipleship – we are taking steps to be a church that can inspire, be a sign of God’s grace, be conscious of the impact for good, or ill, that we can have in the world, the communities in which we are set.

“Our time is short this morning, so I thank you again for being here today. And as we worship, as we explore our finances and our environment challenge: may we all be encouraged and filled with the Holy Spirit in all our business and all of our fellowship! In Jesus’ name, Amen

*The First Session, on Accounts and Financial Planning was convened*

## **1.0 Preliminary Business**

1.0.1 Roll Call of Members By Registration. 42 present with 10 apologies.

The Bishop introduced new members to Synod: Fiona Buchan, Steven Coull, Rev’d Mark-Aaron Tisdale, Claire Benton-Evans

1.0.2 Vote of Thanks to Allan Duffus

The Bishop thanked Allan Duffus for all he has done as Treasurer in good stewardship of the Diocese. He had served as Diocesan Treasurer for several decades, providing good stewardship. Bishop Neville Chamberlain, bishop from 1997-2005, appointed him. He was thanked on behalf of the Diocese and the wider SEC for his major contribution. The Cathedral Chapter is looking to change the Cathedral Statutes that will allow (amongst other things) the appointment of lay canons and once this has been done, Allan Duffus will be made a lay canon of St Paul’s Cathedral, Dundee. Allan received the applause of the Synod.

## **Minutes of Previous Synods**

### **1.1 Accounts for Financial Year 2020-21**

Allan Duffus spoke on the audited accounts.

He highlighted the Diocesan Council report; the Auditor's report detailed the different funds: restricted and unrestricted; balance sheet showing £3.5 million of assets: Donations and Legacies; fixed assets; assets held on behalf of others.

The outturn against budget (as reported in the Annual Report to the accounts) was a deficit: the total unrestricted deficit before share revaluation was £47k: this was against a budget outturn of £15k deficit. The size of the deficit was increased by accounting for the 'writing off' of a historic debt of £18k and some £7.5k of actual unbudgeted expenses on rental properties. The value of Diocesan shareholdings had increased so much in the period reporting that these deficits were more than compensated for.

There were no questions on the accounts, and Allan Duffus was thanked for all his work in producing the accounts.

**Motion: " That this Synod receive the Annual Report and Accounts for the Diocese of Brechin for the year 2020-21"**

**Proposed by Prof Peter Sharp**

**Seconded by Ven Ian Young.**

**Accepted unanimously.**

### **1.2 Revised Budget and Quota Process**

Bob Main, new Diocesan Treasurer, expressed his personal thanks to Allan Duffus.

Why change quota procedure?

Present system: to work out allocation, charge incomes are gathered for past three years (i.e. for 2023 we would use 2020, 2021 & 2022).

To gather this information means the Diocese cannot set quota nor approve the budget until just before Synod in March. At this point both charges and diocese are well into the new financial year: the Diocesan financial years starts on 1<sup>st</sup> December, and a budget set in March is three months into the financial year.

A variation to the system was proposed for this Autumn Synod to consider. A one year 'time-lag' in data used to work out quota allocation was proposed. Therefore, for the 2023 budget the charge data for 2019, 2020 and 2021 would be used. The 2022 data would be used as part of the 2024 budget setting process. Charges years tend to end between August and October, so there would be plenty of time for the Diocese to gather the accounts and work out the proportions of income for quota calcs. Diocesan budgeting can happen any time after the previous General Synod when Diocesan Quota to the Province is set. The outcome of this system would be budget and quota for the Diocese being set in September or October each year, so the Diocese would be operating from the beginning of their year with an approved budget. Charges would know the quota to be requested the following year in the Autumn rather than in the Spring: much better for budgeting purposes.

Bob reported that with revised accounting software for the Diocese we have more advanced knowledge which is much better for setting the diocesan budget earlier.

The only comment from the floor backed the proposal as it avoids a crisis. It was noted from the floor that this proposal means that we would have an Autumn Synod each year to set budget and quota for the following year. This is correct.

**Motion 1.2 " That the Synod approve a process where a three-year average of charge income (with a one year lag added) be used to calculate charge quota for approval at an autumn synod each year."**

**Proposed – Canon Kerry Dixon**

**Seconded - Rev'd Jim Benton-Evans.**

**Passed with 1 abstention.**

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### 1.3 Budget and Quota for 2022-23

Having approved the new system, a proposal for budget and quota for Diocesan Year 2022-23 was presented.

Budget Expenditure (including Provincial Quota) was £236,715, some £15k less than 2021-22, mainly due to the treasurer not taking a stipend and the reduced costs from closure of the Diocesan Centre.

Budget Income (excluding Quota) was £115,767.

For a breakeven budget, the requirement to balance would be £120,948.

The quota figure for 2020-21 was £119,947: it was proposed by Diocesan Council to keep this figure the same. This would produce a budget (unrestricted) deficit of £1k.

Table discussions took place and the floor was opened for queries:

Professor Schofield raised the question of the PA's salary, which was not shown in the budget. This is paid from designated funds, which to date have not been part of the unrestricted budgeting process. In the cost of living crisis, it will be reviewed in six months for suitable level.

A response from table discussion reflected embarrassment at the 11.1% increase for clergy in the present climate. The increase is a matter set by General Synod in Edinburgh. The Bishop responded by noting that this matter was not comfortable when many others are not receiving such increases but stated that some clergy might be in great need of such an increase in the current cost of living climate.

The budget and quota were commended by Diocesan Council to the Synod.

**Motion: "That this Synod approve the Diocesan Budget for Financial Year 22-23 and the associated charge quota levels for 2023."**

**Proposed by Bob Main**

**Seconded by Professor Susie Schofield.**

**Passed with 3 abstentions.**

*The Synod took a break*

## 2. Environmental Sustainability and the SEC Carbon Net Zero Target

### 2.1 Presentation from Provincial Environment Group (PEG)

The Bishop welcomed the Rev'd Willie Shaw from PEG.

A video presented by Robert Woodford (now the employed Environmental Consultant working for the SEC) was shown. This presentation showed how we would define Net Zero for the SEC: which activities and which parts of the SEC organisation would be part of what we assessed for carbon usage and therefore worked to reduce as close to carbon zero as possible. Robert's presentation was rather critical of a lot of the corporate bodies approach to e.g. Net Zero: the SEC needs to be different.

Willie then spoke to the issues being addressed. Since General Synod a full time Provincial post is to be advertised. There are good and bad stories which will help others avoid the same mistakes. In the work of PEG it needs to be remembered that we are disciples of Jesus Christ.

### 2.2 Lambeth Call on Environment and Sustainable Development.

The Bishop spoke about the Lambeth Call on this subject:

"We call on ourselves as bishops and the people of our province, dioceses and parishes to:

- Treasure God's marvellous creation recognising the profound interdependence of all life on earth and repenting of actions and theologies of domination, which have caused great harm to the earth and injustices to its people.

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- Recognise the triple environment crisis as a crisis of cultural and spiritual values and build on the reach and influence of the Church to challenge ourselves and humanity to transform our mind set away from exploitation of the natural world to one of relationship and stewardship, as embodied by the wisdom of the Christian tradition and by indigenous people.
- Equip communities to build resilience to help them withstand and recover from disasters and promote the voice of young people and the key role of women as earth protectors.
- Join the Communion Forest initiative.

Ensure we use and invest our assets ethically to be good news for our planet and people and, as a matter of urgency, remove our funds from any new fossil fuel exploration, and seek to invest in renewable energy resources. “

### 2.3 Table Discussions and Plenary Discussion

Following the presentations, groups discussed the following key questions:

- Global Issues
- SEC target and issues
- Local responses and responsibilities

Feedback from the table discussions into the plenary including the following issues:

Economy of scale (PEG is looking at this); churches to carry out a green audit but need advice including source of grants; solar panels are possibilities but may not work in all cases; lifetime costs need to be taken into account; individual congregations can feel overwhelmed and there is a need to build confidence; better website from PEG and more work on communication – both ways, good and bad; green impact – small wins and think of links with other countries e.g. Swaziland; Green Christians – a good course; outdoor churches.

Willie responded to comments and queries.

Thanks were expressed to Willie Shaw for being with us for the Synod and to PEG for their leadership in this area for the SEC.

### 2.4 Concluding Business

Votes of thanks were given to Willie Shaw, Allan Duffus, Diocesan Officers, St Ninian's team; Diocesan Chancellor, Roxanne Campbell and the Cathedral liturgy team; Synod members, pianist.

Dean Fay thanked Bishop Andrew for his leadership.

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

**Next Synod Saturday 4<sup>th</sup> March 2023**

# Diocesan Statistics

DIOCESE OF BRECHIN - DIOCESAN SYNOD - 4 March 2023

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	72	106	178	58	101	159	24	36	60	26	38	64
<b>Cathedral Church of St. Paul</b>												
Arbroath	33	41	74	29	39	68	7	8	15	7	9	16
<b>St. Mary the Virgin</b>												
Auchmithie	4	8	12	2	6	8	1	6	7	1	7	8
<b>St. Peter</b>												
Brechin	33	78	111	20	51	71	8	27	35	8	28	36
<b>St. Andrew</b>												
Broughty Ferry	15	36	51	15	36	51	10	22	32	11	24	35
<b>St. Mary</b>												
Carnoustie	29	55	84	19	46	65	5	22	29	5	22	29
<b>The Holy Rood</b>												
Catterline *Combined with Stonehaven												
<b>St. Phillips</b>												
Drumlithie	4	5	9	3	2	5	0	0	0	0	0	0
<b>St. John the Baptist</b>												
Drumtochty	12	14	26	2	3	5	0	0	0	0	0	0
<b>St. Palladius</b>												
Dundee	30	24	54	25	22	47	10	8	18	10	8	18
<b>St. Luke</b>												
Dundee	2	14	16	2	14	16	1	8	9	2	8	10
<b>St. Margaret</b>												
Dundee	9	33	42	4	18	22	3	14	16	3	14	16
<b>St. Martin</b>												
Dundee	42	90	122	32	67	99	13	27	40	14	29	43
<b>St. Mary Magdalene</b>												
Dundee	42	81	123	21	41	62	13	28	41	15	31	46
<b>St. Ninian</b>												
Dundee	23	18	41	13	15	28	10	9	19	10	14	24
<b>St. Salvador</b>												
Dundee												
<b>University of Dundee</b>	0	0	0	0	0	0	0	0	0	0	0	0
Fasque	10	15	25	6	10	16	2	2	4	2	2	4
<b>St. Andrew</b>												
Glencarse	57	65	122	47	58	105	27	39	66	30	42	72
<b>All Saints</b>												
Inverbervie	5	9	14	3	8	11	3	4	7	4	5	9
<b>St. David of Scotland</b>												
Invergowrie	13	16	29	10	11	21	3	5	8	3	5	8
<b>All Souls</b>												
Laurencekirk	20	40	60	7	20	27	3	2	5	3	2	5
<b>St. Laurence</b>												
Monifieth	23	24	47	19	19	38	5	4	9	5	4	9
<b>Holy Trinity</b>												
Montrose	24	36	60	19	32	51	11	12	23	11	12	23
<b>St. Mary and St. Peter</b>												
Muchalls	19	30	49	15	25	40	7	11	18	7	11	18
<b>St. Ternan</b>												
Stonehaven	77	58	135	46	34	80	9	6	15	10	6	16
<b>St. James</b>												
Tarfside	4	5	9	4	5	9	3	3	6	3	3	6
<b>St. Drostan</b>												



# Diocesan Statistics

SCOTTISH EPISCOPAL CHURCH, DIOCESE OF BRECHIN															
SUMMARY OF STATISTICAL RETURNS FOR THE YEAR ENDED EVE OF ADVENT 2022															
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 Communions made throughout the year	Total Communions from the Reserved Sacrament
Cathedral Church of St Paul	Very Rev Elizabeth Thomson	178	159	3	1	0	0	2	3	113	187	60	64	4017	24
St Mary the Virgin, Arbroath	Rev Peter Mead	74	68	0	0	0	0	0	5	104	30	15	16	1520	0
St Peter, Auchmithie	Rev Peter Mead	12	8	0	0	0	0	1	0	3	0	7	8	18	0
St Andrew, Brechin	Rev Jim Benton-Evans	111	71	0	0	0	0	0	0	51	35	35	36	803	25
St Mary, Broughty Ferry	Rev Mark-Aaron Tisdale	51	51	0	0	0	0	0	3	54	33	32	35	1337	10
The Holy Rood, Carnoustie	Rev Martin Allwood	84	65	2	0	0	0	0	2	90	35	29	29	1225	13
St Phillips, Catterline	(Figures with St James)									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	5	1	0	0	0	7	0	6	0	0	0	28	0
St Luke, Dundee	Rev Canon Kerry Dixon	54	47	0	0	0	0	0	1	28	18	18	18	229	32
St Margaret, Dundee	Very Rev Fay Lamont	16	16	0	0	0	0	0	5	42	9	9	10	309	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	Rev Roxanne Campbell	42	22	3	0	0	0	0	3	62	16	16	16	818	24
St Mary Magdalene, Dundee	Rev Canon Kenneth Gibson	122	99	5	0	0	0	2	11	159	57	40	43	2025	90
St Ninian, Dundee	Very Rev Fay Lamont	123	62	5	0	2	0	2	12	59	42	41	46	1269	0
St Salvador, Dundee	Rev David Gordon	41	28	0	0	0	0	1	4	98	33	19	24	1367	24
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	1	13	21	4	4	83	0
All Saints, Glencarse	Ven Canon Dr Ian Young:W	122	105	0	0	0	0	2	4	60	71	66	72	1684	29
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	29	21	0	0	0	0	0	0	50	17	8	8	422	12
St Laurence, Laurencekirk	Rev Canon Michael Turner	60	27	0	0	0	0	0	1	71	8	5	5	339	8
Holy Trinity, Monifieth	Rev Martin Allwood	47	38	0	0	0	0	1	1	81	22	9	9	801	26
St Mary and St Peter, Montrose	Rev Jim Benton-Evans	60	51	0	0	0	0	0	2	68	48	23	23	1250	4
St Ternan, Muchalls	Rev Mary Jepp	57	43	1	0	0	0	0	1	68	33	31	31	564	602
St James, Stonehaven & St Philip's, Catterline	Rev Mary Jepp	135	80	0	0	0	0	1	4	2	35	15	16	798	504
St Drostan, Tarfside	Rev Jane Nelson	9	9	0	0	5	0	0	0	8	4	6	6	39	0
	2022 Totals	1501	1107	20	1	7	3	25	63	1326	761	495	528	21236	1427
	2021 Totals	1552	1134	12	1	4	6	13	94	1199	574	499	498	15266	839
	Increase/(decrease)	-51	-27	8	0	3	-3	12	-31	127	187	-4	30	5,970	588

# Mission and Ministry

## Diocesan Mission and Ministry 2021-2022

Mission and Ministry in the Diocese has begun to re-engage more fully, now that we are no longer under official Covid restrictions and the need to connect and support church communities in the ongoing cost-of-living crisis continues unchanged. The SEC model of Mission and Ministry is, for many reasons including tradition and governance, one where stipendiary clergy are asked to be the leaders of mission and ministry. With the appointment this past year of the Rev Roxanne Campbell to St Martin's Dundee, the Rev Mary Jepp in the north of the Diocese and the Rev Mark-Aaron Tisdale in Broughty Ferry, the Diocese has, in effect, no vacancies for stipendiary ministers. St Margaret's Lochee has no permanent priest but is supported in day-to-day ministry and is in dialogue with the diocese. We are fully staffed for Mission and Ministry.

Diocesan Council has overall responsibility for the work of the Diocese, including financial support for those charges in their ministry, and the Cathedral Chapter provides specific oversight of Mission and Ministry in the Diocese, supporting the bishop in this role.

The Cathedral Chapter is defined in the statutes of the cathedral (on the agenda at this Synod for modernisation and update) 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>

Chapter met three times in the period from December 2021 to November 2022 as the Bishop's Council and to continue to review the diocesan strategy including the trial and roll-out of a clergy ministry review scheme. Chapter also planned a Dec 2022 (the following year to this report) meeting with Place for Hope to explore and modify ongoing support in clergy training.

The Chapter (in March 2022) reviewed progress on testing the review scheme. Clusters were discussed: there was some interest in trying to get activities working at this level. The planned Children and Youth Officer (funded by Diocesan Council) was discussed. Transitional Ministry was reviewed: having a general clergy session on this was mooted. General clergy support was discussed. The Chapter (in May 2022) worked on the launch of the ministry review scheme. Other threads of the Diocesan strategy were touched on; a new Transitional Ministry in St Martin's Dundee was noted. A possible 'Mixed Mode' student was discussed. The meeting (in September 2022) planned a detailed launch of the review scheme at a stipendiary clergy day planned for the 8<sup>th</sup> November at the Apex Hotel in Dundee (a Recovery and Renewal Fund project). Reviews of Transitional Ministry were discussed, along with 'good endings'. Clergy support: discussion on a small grant for e.g. pastoral supervision type things was explored (for Council decision). The Mixed Mode student had started his placement at St Mary Magdalene Dundee.

A stipendiary clergy 'away' day took place at the Apex Hotel in Dundee to take stock of how all the clergy now are, on emerging from the pandemic, to explore (with Place for Hope) Action Learning Sets for clergy development and to have a launch and roll-out of the new Brechin Ministry Review Scheme. This day was a project funded by the Provincial 'Recovery and Renewal' fund for post-COVID activities.

### Strategy Overview for 2021-2022

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. Very little 'cluster' activity was arranged by the Diocese in the past year, but there was still interest from members of the Chapter on possibilities. The Diocesan Training events held online in the previous year performed, to some extent, the function of the clusters. In a full review of the Diocesan Strategy, the clusters would be re-considered for scope and function.

## Mission and Ministry

Communications around the diocese has continued to be maintained by a weekly two-page news bulletin, produced by the Diocesan Office throughout the year (with a few weeks off for holidays). This has tended to be Diocesan news rather than Cluster news.

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 support the priest as they lead charges to confidently develop 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. Diocesan reviews have been carried out for four of these projects in the past year. The support given to each project is (in alphabetical order of charge):

- Carnoustie & Monifieth: Rev Martin Allwood: support and finance towards costs of employment.
- Dundee, St Martin's: recruitment and appointment of Rev Roxanne Campbell in June 2022 as priest-in-charge (50%); training, support and finance towards costs of employment.
- Dundee, St Mary Magdalene (Interim Rector): Canon Kenneth Gibson: support and an element finance towards costs of housing.
- Dundee, St Salvador's and Invergowrie: Rev David Gordon: support and finance towards costs of employment.
- Muchalls and Stonehaven – recruitment and appointment of Rev Mary Jepp, started Jan 2022; training, support and finance towards costs of employment. Diocesan housing (maintained locally) provided.

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

- Broughty Ferry: The institution of the Rev Mark Aaron as Rector in August 2022.
- Cathedral: Support for Rev Roxanne Campbell starting as 'Priest for Outreach' (50%) at the Cathedral.
- Arbroath: Extra support (finance and some ministry) for St Mary's with the illness of Rev Pete Mead – with thanks to Rev Gary Clink, curate, for his work, along with the local team.
- Ongoing work with permissions and licences for non-stipendiary clergy and lay leaders assisting in the Diocese

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. With a wide variety of outreach and social action activities, St Luke's have been able to contribute a greater amount to this ministry. Planning for the appointment of a Church Army pioneer has started in the past year;
- 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 – both enhanced to help with cashflow concerns from lockdown restrictions and (as above) to help with the Rector's period of illness;

Long-term 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 is provided from the Diocesan Council mission and ministry designated funds and not taken from general income.

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. Another year of very hard work and creativity on the part of clergy and lay leaders have allowed significant activities in our churches this year.

An in-person clergy and lay reader conference/retreat took place in Kinnoull in May 2022, led by the Rev Liz Crumlish. The theme was "'Storytelling': Reflections on Ministry". A summer barbeque at Bishop's House took place for clergy and lay leaders in the Diocese and Christmas 'thank you' gifts were again offered.

## Mission and Ministry

A programme of (largely) online clergy and lay reader training has taken place in the last year. One session explored Carbon Net-Zero in a time of Fuel Poverty. Another (in-person) session was in cabaret-skills, led by 'Paulus the Cabaret Geek' in Brechin. Some 'Place for Hope' online sessions on conflict skills were also offered: these are being reviewed for their future applicability for ongoing clergy training and support.

### Plans for the Future

The top mission and ministry priority this coming year remains supporting clergy and congregations as they continue to recover from the pandemic and find their way through the financial and other crises around us. The Diocese offers stable oversight and support to charges when issues arise or advice is needed.

The environmental crisis, with the SEC's target of carbon net zero by 2030, will become an increasingly important part of mission and ministry in the next few years. This may be a priority in the mission/outreach activities in the charges, and it may require resources to be allocated to meeting these targets that may reduce the mission/ministry activities that the Diocese can support.

As 2022-23 starts, the Diocese will continue to pursue the three strands of the diocesan strategy as outlined in 2019:

- Clusters: In 2022 it was proposed that stock taking of clusters in the church would be done at diocesan and cluster level, with diocesan facilitated workshops. This did not happen: planning to regain momentum on this will take place in Chapter to determine what is best to be done;
- Transitional Ministries: All five of the current transitional posts will be further reviewed as support continues for these projects. The priests will continue to receive support and mentoring as required. The projects are all time-limited (with one due to end in 2023 extended to 2024 to allow catch up from the pandemic), so planning for either ending of the transitional phases (with clergy moving onto other roles) or changes to longer-supported projects (which the in-post clergy could continue to work on) will take place.
- Support to Clergy & Lay Leaders: Diocesan focus will continue on wellbeing and ongoing pastoral support. Ministry Review for clergy has been rolled out and will operate from 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 the ongoing programme of training/support for all ordained and lay leaders will continue. Work on training and support for other licensed lay ministries, on hold since before the pandemic, will be further engaged with this year.

Provincial Initiatives: The SEC has some national initiatives which we will encourage charges to engage with as appropriate in their context. These are:

- The 'Season of Pilgrimage' which has not had a great impact in Brechin Diocese to date but will continue to be encouraged with some local (maybe 'cluster') pilgrimages explored;
- A 'Season for Christian Life' is being rolled out in 2023, with resources, conferences and other activities to stimulate discipleship in our churches. This will be promoted and encouraged in the Diocese;
- Carbon Net-Zero – will be a major element of the practical and spiritual life of all churches and dioceses. This will be engaged with at all levels in our churches.

The Diocesan Strategy is approaching the four-year mark from its launch at Autumn Synod 2019, and it is appropriate that this is reviewed as part of our ongoing life. A strategy for mission and ministry is needed at Diocesan level to let us use our resources (human/spiritual/financial) wisely. Clusters will be reviewed for what needs they might meet, and Transitional Ministry could now be seen as becoming bedded in as a 'normal' part of SEC ministry. Clergy and Lay Leader wellbeing always needs review and assessment. Environmental issues may need to be elevated in priority and integrated at Diocesan strategic level. An evolved strategy in the next year may be right for us to find the best ways for the Diocese of Brechin's churches to flourish and, we pray, grow in confidence.

+Andrew, Bishop of Brechin

# Companion Links Report—2021-22

## Companion Links Officer

Online contacts and working groups continue to enable regular involvement with our Companion Dioceses: this has been true with both Iowa and Swaziland, as we continue to participate in sharing online worship services, planning special events and collaborating in shared projects.



A highlight of the year for our diocese was the visit of both our Companion Bishops in August 2022 following the Lambeth Conference. Bishop Dalcy came with her husband and Bishop Betsey with her husband and family. While in Brechin, they enjoyed a varied programme of visits, worship, travel, sight-seeing and social events and were warmly and generously welcomed by congregations and individuals across the diocese.

We are most grateful to all those who arranged and provided worship, social events, visits, transport, and hospitality.

Despite a very busy programme, time at the Lambeth Conference offered some opportunities for our three Companion Bishops to begin to get to know each other and the additional days in Brechin provided more time and opportunities to continue and deepen their earlier conversations. At an Evening Prayer service in the Cathedral on 14th August the Companionship was celebrated and the three Companion Bishops reaffirmed our dioceses' commitment to strengthening and growing the three-way Companionship in the years ahead. Our visitors were most appreciative of their time with us and said they were 'blown away' by their first experience of our part of Scotland.

### Episcopal Diocese of Iowa:

With Iowa, the key Companion Links issues have been around getting to know Bishop Betsey. It was heartening to be assured that she is committed to continuing and growing the three-way Companion Links with Brechin and Swaziland.

Some years ago, it was agreed that phase three of the Young Adults' pilgrimages' programme should be held in Iowa. Plans were postponed twice because of Covid restrictions – and eventually 2023 was agreed as the right time.

It was also suggested that other visits and exchanges might be considered as Covid restrictions eased.

Planning for the 'Iowa pilgrimage', for August 2023, is now at an advanced stage, with the Iowa team busily creating an exciting and varied programme.

Invitations have gone out in our Diocese to attract interested young adults and we anticipate that this summer will bring an exciting final phase to the three pilgrimages' programme.

Planning and organisation of Brechin's involvement in this 2023 pilgrimage is being managed by our Diocesan Youth Officer, Claire Benton-Evans.

### Anglican Diocese of Swaziland:

Bishop Dalcy has had to adjust to her new role in a time of worrying and escalating civil unrest across the country: she has also travelled extensively to other African countries. The Diocesan Office team changed and new working relationships are being established.



## Companion Links Report—2021-22

Contacts with our Companions there remain regular and purposeful, using online platforms. We continue our involvement in a range of projects in collaboration with their Diocesan team. At present, we have fewer projects in Swaziland that are shared with Iowa.



The Diocese of Swaziland's annual Youth Conference is held in St Michael's, Manzini in early January. St Michaels is a large Anglican Secondary School with a residence. Schools have their long summer break in December and January and so the school buildings and residence are available and ideal for this big event.

The 2023 Youth Conference was a residential event and took place from 5<sup>th</sup> – 9<sup>th</sup> January, with 300+ young people attending. The age range is very much wider than here – from about 13 to 35!

This year's theme was taken from Phillipians 2:5-11. 'Being like Jesus Christ.' For 2 days, there was Bible study on the theme for 2 ½ hours each day. There were also sessions on a Youth Enterprise Scheme and other key topics were 'Ignite your Potential', 'Mental Health' and 'Healthy relationships'. The evenings were given over to evangelist sermons and revivals. It is always a full and focused programme. During the first Young Adults' pilgrimage in 2014, in Swaziland, our group from Iowa and Brechin attended the annual Youth Conference and it was an amazing experience. A brief note on this year's Conference was posted in a late January Brechin Bulletin, with a link to a video clip of an evening Revival.

Most of us are aware, from very recent news coverage, of events that have brought international condemnation and triggered the current escalation in political and civil unrest across eSwatini. Pro-democracy gatherings and protests continue to bring heavy-handed responses from police and security forces. Recent reports of the deployment of armed militia groups from South Africa are causing alarm and increased anxiety – but gatherings, vigils and protests continue.

Arson attacks on businesses, transport, schools and other public buildings continue sporadically. Looting often follows and even small roadside kiosks have been destroyed, leaving some rural communities without access to basic food supplies and services.

Broadband and telephone provision, and public transport services have been affected intermittently. Schools, which were closed for several months a year ago have struggled to get back on track and payment of staff salaries has been unreliable.

Food supplies to some schools have been affected and this has meant that pupils have been deprived of school lunch, which for many is their one secure daily meal.

Where things have gone wrong with provision of school meals, hungry school-age children still arrive at Neighbourhood Care Points (NCPs) looking for food.

Volunteer Care Givers at the NCPs already struggle to provide basic and meagre meals for high numbers of pre-school and 'out of school' children. The Diocesan team members continue to feel anxious and distressed by increasing levels of hunger and malnutrition among children, particularly in small outlying parishes. Lack of suitable diocesan transport hinders delivery of food supplies to deeply rural areas.

Home Based Care teams are increasingly anxious: supplies of basic medicines and personal care resources are scarce and prices have escalated: sick people who rely on their support remain at home without medical provision and sometimes little family support.

## Companion Links Report—2021-22

The Neighbourhood Care Points and Home Based Care teams continue to be our core projects and require reliable and sustained support. Along with the Diocese of Iowa, we respond regularly to the needs of these projects, by sending funds to the Social Development team at the Diocesan Office in Mbabane. We always work in consultation with Bishop Dalcy and her team. Our Swazi Companions are most appreciative of our continuing support and our prayers.

Key projects in which we have been involved in the past year and which are identified as priorities include:-

- 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.
- support for the St Matthias Woman's Craft Group.
- support for Bishop Dalcy's new 'Period Poverty' project in Secondary Schools.
- funding for repairs at Luhhumaneni Primary School (details below).

The Bishop Ellinah Memorial Orchard: Bishop Andrew supported this project on our behalf by gifting the cost of an avocado tree for each charge in our diocese.

St Matthias' Women's Craft Group. This is a small co-operative of church women who make a range of goods – from clothing to household cleaning materials, to sell to order and also in local markets. They are older women whose lives have been severely impacted by HIV/AIDs and who seek to support each other to become more self-sufficient.

In December, St Ninian's Girls Brigade held a Nativity Play and special fundraiser for Bishop Dalcy's 'Period Poverty' project for Secondary Schools. This was a very well supported and successful evening.

On 24<sup>th</sup> and 25<sup>th</sup> February 2023, a Hymnathon Fundraiser is to be held at All Saints, Glencarse. This was inspired by Bishop Dalcy's visit to All Saints in August '22, where she spoke at a Morning



Prayer Service and then talked with members of the congregation over coffee. Canon Ian will play on piano all the hymns in their hymnbook over the Friday and the Saturday morning. This special fundraiser, for repairs to Luhhumaneni Primary School, is a 'stand alone' project for a church school damaged in two arson attacks a year ago. The fund raiser is currently being advertised widely across our Diocese and charges are encouraged to support this most worthwhile project. An illustrated article in Winter 2022 publication of Grapevine gave details of the school and the fund raiser. Final amounts raised will not be available for publishing at this Synod.

### 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 2022 - 31<sup>st</sup> January 2023.

- St Paul's Cathedral - £537.

## Companion Links Report—2021-22

- Bishop Andrew's donation for the Bishop Ellinah Memorial Orchard - £200
- Rev C A Hume - £50
- SECMA - £3,250
- George Masson - £100
- Far & Wide, Stonehaven - £1,000
- St Laurence - £300
- Bishop's Lent Fund - £1,050
- All Saints - £137
- St Ternan's - £300
- St Ninian's Girls Brigade - £458
- Holy Trinity - £1,804
- All Saints - £200

Total funds raised = £9,386.

We had an increased grant from SECMA in 2022 in recognition of our work in a time of escalating difficulties in Swaziland. Overall, donations from charges were slightly lower, a reflection possibly of fewer fund-raising events and other post Covid and economic changes, which affect 'giving'. Given the difficult times in which we are all living, I think the sum raised is a wonderful achievement.

Holy Trinity, Monifieth continues to manage the receipt, transfer and oversight of all diocesan funds for Swaziland. The systems in place are again 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.

Regular reports to Diocesan Council, notes in our Brechin Bulletin and occasional articles in Grapevine and SECMA magazine help to update and raise awareness of the situation of our Companions in Swaziland. They need our continuing support and by working alongside our Companions in Iowa and Swaziland we do help to make positive differences. We are most grateful for the continuing generosity shown by charges and individuals in our diocese and across the wider SEC – particularly at a time when there are so many competing demands on funds available to support appeals.

The very generous and additional grant from SECMA came in response to sharing critical concern for the poorest children and those who are terminally ill at home. We are most appreciative of and grateful for the regular support and encouragement we receive from SECMA. We must mark our thanks and gratitude to Hilary Blyth, SECMA's recently retired secretary, and wish her a very happy retirement: she has been a great friend and supporter of our Companion Links work over many years. We look forward to working with Joanna Mitrushi, who is the new SECMA Secretary and is already showing a real interest in our Companion Links Involvement. Our three-way Companion Link is well established and remains proactive – our involvement regularly demonstrates the many benefits that a partnership approach brings in seeking to make a difference. We look ahead with realistic optimism and pray that our partnership actions, among our charges, and through our Companion Links, will continue to lead to transformative change.

My heartfelt thanks for continuing support and encouragement. Please hold our Companions and our Companionship work in your thoughts and prayers.

*Patricia A Millar*

Canon Pat Millar

Companion Links Officer

Diocese of Brechin. 30. January 2023.



# Diocesan Youth Report for 2021-2022

## Diocesan Children and Youth report – *Claire Benton-Evans, Children and Youth Officer*

Since this role was created in the summer of 2022, and I was commissioned by Bishop Andrew for this ministry, I have been working on getting to know the Diocese, its people and its places of worship. I have led events and projects related to the three functions of my role:

- To equip and support those who minister to children, young people and families
- To encourage and celebrate this ministry in our churches
- To champion young people in our Diocese

### Refresh! Events

I led interactive workshops to showcase a range of resources and bright ideas for celebrating the Church's major festivals with families, especially those who don't already come to church. In October, 'Refresh! Advent and Christmas' was lively and well-attended, and participants requested February's follow-up: 'Refresh! Lent and Easter'.

### Burns Night Special Youth Sleepover Event

In January I hosted a Provincial Youth Sleepover (*below*) at St Mary's and St Peter's, Montrose – the first such event since the pandemic. It was devised and led by a core team of myself and two Diocesan youth leaders, along with Provincial youth leaders from our neighboring dioceses, as well as the Rector and the Bishop. It was very well attended, attracting 25 young people from all over Scotland, from the Highlands to Selkirk to Montrose and Carnoustie. After an afternoon and evening of Scotland-themed Burns Night fun, all participants camped out overnight in the church. The young people also devised and led creative worship on Sunday morning for the three Episcopal congregations of Montrose, Brechin and Inverbervie. This lively, youth-led worship was very well received.



### 18+ Group

I have founded a group for 18+ graduates of the Provincial Youth Week who are now based on the east coast of Scotland. I have known most of them since they were 12: now they are young adults and many are showing leadership potential in their local churches. One is our Diocesan rep on the Provincial Youth Committee and the co-founder of a new young adults' group at the Cathedral; one came as a leader to the Sleepover Event, and two will be representing us on the Iowa pilgrimage. I hosted a Christmas meal for this group, and we hope to have more get-togethers in the future.

### Iowa Pilgrimage

I am in contact via Zoom with my colleagues in the US who are organising our pilgrimage to Iowa in August. The selection of pilgrims is nearly complete and practical details are being arranged between the Bishops and their teams. We are looking forward to completing the third leg of this Youth Pilgrimage with our Companion Dioceses.

# **Diocesan Communications Report 2021-2022**

## **Diocesan Communications Report 2022**

### **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**

With the easing of government restrictions, in-person events returned in full. The diocese continued to stream in-person events, such as diocesan synods, online to allow those not physically present to take part. Many churches continued to live stream, some using equipment supported by the SEC Recovery and Renewal Fund.

### **Future Planning - Website update**

A meeting with Paul Reilly, our IT Support from PR Systems, took place and a template and future look of the site was agreed. We are still awaiting completion of the new website. A further meeting with PR Systems is planned for this year to help with the website transition.

Elliott Scarfe

Bishop's Personal Assistant

# Diocesan Council Report 2021-2022

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.

The members of Diocesan Council in the period from 1<sup>st</sup> December 2021 – 30<sup>th</sup> November 2022, are as follows, with changes in membership noted.

Officers: (*ex officio*)

- Rt Rev Andrew Swift – Bishop
- Very Rev Fay Lamont – Dean
- Mr Allan Duffus – Diocesan Treasurer (retired 30<sup>th</sup> Sep 2022)
- Mr Mike Duncan – Diocesan Secretary
- Mr Bob Main – Diocesan Treasurer (by Council approval 30<sup>th</sup> Sep 2022)

Elected clergy representatives:

- Rev Canon Kerry Dixon CA
- Rev Canon Kenneth Gibson
- Rev Peter Mead
- Ven Canon Ian Young MBE

Elected lay representatives:

- Mrs Patricia Millar (retired 5<sup>th</sup> Mar 2022)
- Mrs Fiona Scarfe (resigned 27<sup>th</sup> May 2022)
- Dr Susie Schofield
- Prof. Peter Sharp OBE
- Mr Edward Stansfeld (from 5<sup>th</sup> Mar 2022)

In the past year the Diocesan Council again managed diocesan internal affairs, including support for the Diocesan Strategy, recruitment of a Diocesan Children and Youth Officer, oversight of diocesan properties (including completion of the sale of the St John’s complex (formerly the Diocesan Centre) to the Dundee and Angus Foodbank), administration of local grants and financial support for charges in the Diocese and supporting the three-way US-African-Scottish companionship link. The post Lambeth Conference visit by our American and African partners was a particular highlight of this past year.

## Overview of activities

With no physical Diocesan Centre, 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 eight times in the year 2021-2022 using ‘Zoom’ to meet online.

The following business was addressed at these meetings:

## January 2022

The meeting reviewed preparations for Rev Mary Jepp starting her ministry in Muchalls and Stonehaven and had initial discussions on a potential partly funded ‘Transitional Ministry’ in St Martin’s Dundee. The recent consecration of new bishops in Iowa and Swaziland (eSwatini) was reported. The ongoing work to explore selling St John’s church and halls to the Dundee and Angus Foodbank was reported. Finance planning for the 2021-22 budget and quota (for the March Synod) was tabled, along with

# Diocesan Council Report 2021-2022

planning for the 'in-person' Synod to be held in St Mary's Broughty Ferry. A simplification of the way that General Synod reps might be elected was proposed, for consideration at the synod.

## February 2022

This 'pre-Synod' meeting reviewed the final versions of the 2021-22 budget for tabling at the Synod. A review of designated funds for mission and ministry took place, with a Children and Youth Officer post and some further transitional ministry planned from designated reserves. Noting the variation of stock market values, it was anticipated that for 2022-2025 the costs of these posts can be met from designated funds. An assistant treasurer, Bob Main, had agreed to work alongside Allan Duffus, while he works through his final time as treasurer. At Synod, Allan would announce that he would retire during the year, and Bob would take over. The detailed sessions in the Synod were then reviewed.

## April 2022

This meeting explored the Children and Youth Officer post, from designated funds as presented to/approved by Synod. Claire Benton-Evans was to be offered the post. The St Martin's Transitional Ministry post funding was noted: support for Rev Roxanne Campbell in this ministry (as well as a Cathedral role). Extra support for Arbroath from a suitable fund was noted, as Pete Mead was now off sick. The work to sell St John's was proceeding. Some other property issues were discussed, including ongoing management of the (few) diocesan controlled properties. A motion to finally remove an out-of-date notional debt from diocesan accounts was approved.

## May 2022

Edward Stansfeld was welcomed to his first meeting, and Fiona Scarfe's resignation was noted: she was thanked for all her support. The new Children and Youth Officer had a start date in July. Ongoing support for Pete Mead was noted. The sale of St John's had completed on 24<sup>th</sup> May. The balance of funds were designated for mission and ministry as agreed. Various property matters were discussed: Canon 35 applications for changes and issues with diocesan properties. Finance was discussed: the Lent Appeal total was recorded, and discussion over use of improved use of funds for Tarfside groups. A historical sum of money held for St Philip's Catterline was agreed to be concluded. Signatories for the bank account were to be changed with the changes in officers. Finally, a 'Mixed Mode' student was to be taken on – Diocesan funds (only usable for clergy in training) would house them.

## July 2022

This meeting discussed the upcoming Lambeth Conference and some concerns over the non-invitation of same-sex spouses of certain bishops. A post-Lambeth visit by Bishop Betsey of Iowa and Dalcry of Swaziland was planned. The start of the C&Y Officer was reported and some developments in other charges. A new Rector for Broughty Ferry (as interviewed back in Jan 2022) was due to start in August. Two 'ordinands' were starting for Brechin this year – trainee ordained ministers. Various others were in the process of testing ministry. Property matters were discussed, including options for the Rectory in Invergowrie that will go vacant later this year. An autumn synod was planned for Sep 2022, to address environmental issues and also receive audited accounts and approve budget and quota for 2022-23, a change in the timing of the system to calculate and inform charges re quota.

# Diocesan Council Report 2021-2022

## October 2022

Reviews of Transitional Ministries in most of the Diocesan charges had been carried out. Generally all was going well, with some delays due to COVID and various issues reported. Invergowrie's financial support was extended by a year as it had started in March 2020 as the lockdowns started. The C&Y Officer provided a report of her 'getting to know you' activities. Property issues were reported. Bob Main, now the Treasurer after the retirement of Allan Duffus on 30<sup>th</sup> September (as noted and celebrated at the Autumn Synod in September), reported on progress on financial management and reporting. The projected inflation-linked increase to stipends in Jan 2023 was discussed, with Provincial support to assist charges/diocese with this large increase in costs. Charges on 'fixed contributions' would not need this help.

## November 2022

The meeting was informed of the change of status of the Invergowrie Rectory: this was now empty, but safe for the winter while a decision was made on its future. The Bishop reported on Mission and Ministry in the Diocese, noting issues and actions. A project for Faith Communities to sign a 'covenant' with Dundee City Council was agreed. Children and Youth activities were ongoing, with an Advent and Christmas workshop and planning for the Iowa leg of the youth pilgrimage. Outline approaches for Carbon Net Zero in the diocese were discussed. Property issues were discussed, then a finance report received, looking at the year just ending. The draft results looked pretty much on budget. Some refinements on support for some charges were discussed. Clergy funds usable for pastoral supervision from budget were approved. A copyright issue had arisen: approaches to solving this problem were explored.

Council continues to provide support to me, as Bishop, in all aspects of leadership and ministry in the Diocese. As the trustees of the Diocesan Synod charity, they make decisions about the finances and directions that support all of the charges in their individual contexts.

As ever, I am so, so grateful for all those who are willing to serve in this capacity.

+Andrew

Bishop of Brechin

# Safeguarding Officer Report – Synod 2023

## Diocesan Safeguarding Officer Report

### 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.

### New Questionnaire from General Synod Office

The Provincial Protection Office designed a new form to be completed by each Charge with questions for the PVG Coordinator, the Vestry Secretary and Priest of each Charge. The team were seeking new ways to promote the 2020 Safeguarding Policy and improve engagement with vestries, so the new document was designed and sent to the Diocesan Officers later than hoped for, so it was only possible to send them to the Charges at the end of November requesting a deadline for completion and return by 5th January. With Advent and Christmas only a few Charges met this deadline and indeed a lot of emails requesting completion and return of the forms continued until 20th January.

The Provincial Officers pointed out that there were fewer questions asking for yes/no answers and were giving more opportunity for Charges to reflect on the importance of safeguarding and how it affects congregations. The plan is to vary the focus of the return from year to year to include “elements of compliance, knowledge and understanding of safeguarding”. Their understanding is that by developing an ongoing dialogue between Charges, Dioceses and the Province it will help it improve standards of safe-guarding in the SEC. I quote from the first part of the document that was sent out: “It is recognised that knowledge and understanding of safeguarding varies across the province, and that some vestries may struggle to meet their obligations, but we ask that you do your best to complete the questions as fully as possible. Your reports will help us to keep track of progress across the dioceses and provide an effective safeguarding service. We hope that every vestry will engage with this process, and where gaps are identified, make a commitment to improve their learning and engagement.” **Please note that where there are joint Charges in one or two cases there was one form completed.**

### BREAKDOWN OF RESPONSES TO QUESTIONS

***[NB 4 churches with one priest come under 1 heading; one church is closed at present so not counted; St Drostan's is not included in any of the answers]***

#### **PVG Coordinator Responses:**

What activities does your congregation provide that require safeguarding arrangements? Please provide details of types of groups/activities and approximate numbers attending.

#### *Children's activities for groups:*

Most of the churches do not provide specific activities as no children attend. St Ternan's has a Messy Church with 3 families using this and state “they are never alone with the children” and the current volunteers have PVG membership for other charitable roles ; St Mary Magdalene has a Sunday School with one child at present, also St Luke's with 5 children; The Cathedral - Young Church with 6 children and adults have PVG clearance. St Ninian's has a wide variety of work with young people including Girl's Brigade with 35 attending and Stay and Play - 20 families; Sunday School 12; Youth 9. Not mentioning PVG clearance by 3 of the Charges was perhaps an oversight when completing the form and the appropriate people will have PVG Clearance, though it is wise for Coordinators to keep a record of those with a PVG and to update as needed.

# Safeguarding Officer Report – Synod 2023

## *Choir with children and also Children on teams of servers at Holy Communion*

Only the Cathedral has a person under 18 (ie aged 17) occasionally in the choir. Likewise with a young server aged 12. In both cases there is good PVG cover so the children are not left alone.

## *Lay Pastoral Visits and Home Communion visits.*

Eleven Charges reported that either a Lay Reader or Pastoral Visitor visited and 4 included the priest/ordinand in their reply. Most did not give specific details of where the visits took place, though one mentioned Care Home and two others Home Communion. Four were city Charges and 7 in the rest of the Diocese. 6 Charges said none.

## *Out reach projects for people with specific needs.*

With the present political and economic climate, it is worth noting that St Salvador's and St Mary's Broughty Ferry are offering a "Cosy Space" in the churches; also St Mary Magdalene Church has a drop-in; St Luke's a clothing and food outreach also a men's support group. St Andrew's Brechin has a soup kitchen and soup is taken out to the elderly and needy families. St Mary's Montrose - the Priest visits 2 Primary Schools and has a music group for people with dementia. Holy Rood hopes to develop plans. One church didn't answer the question, others put no or not applicable.

## *Total number of volunteers/paid workers working with children or vulnerable adults.*

This question did not specifically say whether they wanted just laity or clergy also, however 5 priests were noted. St Salvador's 4; Cathedral 5; Mary Magdalene 9, St Mary's Broughty Ferry 11; St Ternan's 2; Holy Rood 3; St Andrew's Brechin 5; St Luke's 8 congregation members plus 5 non-congregation volunteers; Holy Trinity 3; Montrose 4 - including 2 Sunday Club volunteers; St Ninian's 14 volunteers and 3 paid.

## *How many new volunteers or paid workers have you recruited during 2022?*

Cathedral recruited two paid staff and three servers (volunteers); St Mary Magdalene 1 Ordinand; St Ninian's 2; St Mary's Broughty Ferry 2. Most churches put none and one didn't answer the question.

## *Have all relevant volunteers or paid workers applied for PVG before taking up their role?*

Most churches responded with no or not applicable. 8 churches said yes; one "as far as they are aware"; St Ninian's state they have an induction period for the volunteer to see if the role suits them. Their paid workers are checked.

## *Do you need guidance on PVG requirements for any activities in your congregation?*

Most churches reported no; two did not answer. All Souls and St Salvador asked for training. St Mary's Broughty Ferry wrote they obtained guidance from SEC safeguarding team with regard to Cosy Space volunteer safeguarding requirements recently which has been implemented. No further guidance required at present. St Luke's also sought advice from Provincial safeguarding team regarding the set-up of their food and clothing programme and were given good advice about spacing their items so there was good eye-line on all products. In their response to the above question they asked for information saying that "categories of roles that require PVG is limited, should occasional volunteers at the foodbank go through this procedure?" St Ternan's response - "we plan to conduct a role and Safeguarding audit for all areas of our church activity in 2023 and we will contact the Diocesan and Provincial advisers if gaps or queries are identified"

# Safeguarding Officer Report – Synod 2023

## **Vestry Secretary Responses:**

*The purpose of the questions is to raise awareness of Vestry responsibilities - so are all vestry members aware of their collective responsibility for implementing safeguarding measures to protect the members of the congregation and how is this achieved?*

All but 2 churches answered Yes and that Safeguarding was on the Vestry and AGM agendas. One city church has no Vestry at present but it will be on the agenda once one is established. One Charge has a relatively new Vestry Secretary and felt unable to respond (see later comment in this report). The priest completed the Vestry Secretary section.

*Have you Vestry adopted the 2020 Policy?*

Thirteen churches said yes; 1 probably; only 3 were able to give a date. One didn't answer that question. One said they would study it. One church said they weren't sure what this is [nb all Churches were sent this document by the Diocesan Safeguarding Officer when published and it was mentioned in last year's Report]. Holy Rood, Holy Trinity and the Cathedral (all with relatively new incumbents) have said they will bring this Policy to their next Vestry meeting in 2023 to adopt/re-adopt.

*Which of the SEC safer recruitment practice guidelines does your Vestry follow? Publicising volunteer recruitment: yes/no*

6 Charges answered yes. 2 answered unable to say and the rest no or not applicable.

*Interviewing prospective volunteers: yes/no*

8 said yes (2 had not publicised) 10 no or not applicable. 1 unable to say.

*Job descriptions for volunteers: yes/no*

11 said no or not applicable. 7 yes

*Training and supervision for volunteers: yes/no*

10 said yes; 9 no or not applicable. Though 2 said they would follow guidelines if applicable.

*Is there any additional safeguarding advice/guidance that would help your Vestry fulfil its duties?*

As mentioned, two Charges have requested training - the last training was in 2022 via Zoom which was for the Province - see last year's Annual Safeguarding report.

The Provost completing the Vestry Secretary section wrote - programme of safeguarding training for existing volunteers is being put in place from December 2022. Following that, job descriptions will be agreed for existing volunteers, and safe recruitment guidelines will be followed for new volunteers. We would welcome SEC provision of an equivalent to the C of E's safeguarding training modules. Templates of brief basic volunteer job descriptions would save us a lot of work. Holy Rood and Holy Trinity said they would appreciate guidance once the new policies and systems come into place.

## **Clergy Responses (Incumbent or Priest-in-charge):**

All the Clergy responded - some in more detail than others and this will be reflected following.

*Have you studied the 2020 safeguarding policy with your Vestry/ies, and if not do you plan to do so?*

This appears to have been an ambiguous question. 7 said yes with 2 churches saying all Vestry members have a copy. One - all vestry members have done Zoom training. One reply "no, and doesn't plan to do so", but safeguarding is on the agenda for each Vestry meeting. One church that said yes, added "it is our practice to review the current Policy at the first Vestry



## Safeguarding Officer Report – Synod 2023

meeting of the new Vestry following our AGM. This will take place in January 2023". One where the incumbent has been off sick, says - "It has been on the vestry agenda and was discussed at the last vestry meeting, I do not plan on having a "study day" for the vestry, although, I do intend to have a more in-depth discussion with the new PVG Co-ordinator when one is appointed at the next AGM. The role will include the Health and Safety co-ordinator".

Most of the clergy said yes. Some added a few comments how this is gone about . One church referred to a situation that had required confidential conversations and referral to the Bishop and Provincial Safeguarding.

However there was a strong response from one Priest who wrote : I don't know what a "culture of safety" means. It is a meaningless piece of jargon. In all three churches, safeguarding is accorded the highest priority in all our activities with children and vulnerable adults. Activities are risk assessed, policies agreed, implemented and regularly updated and training undertaken from those actually able to competently deliver it, rather than the lamentable offerings promulgated by GSO

*In what practical ways do you raise awareness of safeguarding with your vestry and congregation?*

One priest wrote - "ensure suitable lone worker policies in place and where possible make sure pastoral visitors do so in pairs for their own safety and those they minister to". Another brings the subject of safeguarding in preaching. Another priest states that conversations have been had with individuals regarding bullying and inappropriate language.

*Is there any additional safeguarding advice/guidance that would assist you in your ministry?*

A note from the Provost - Vestry has agreed that the new PVG Co-ordinator (appointed November 2022) should be known as the Cathedral Safeguarding Officer. [nb as far as I am aware the GSO preference is for the person in each Charge to be known as the PVG Coordinator]. A safeguarding training programme for volunteers has been sourced and is being followed. Safeguarding aspects of Cathedral services and activities are regularly considered by Vestry. The safeguarding team is regularly included in the Cathedral's prayer diary. Also need : updated short guides to good practice. Clearer reporting pathways.

Another senior priest states that at present the quality and quantity of training etc coming from GSO is patchy to say the least. "In response we in the Diocese of Brechin are exploring alternative material and teaching options for our clergy and lay folk".

And yet another says - "training that is appropriate to the needs and realities of on-the-ground situations, rather than the criminally inadequate stuff put out last year. Rather than hassling hard-pressed clergy and volunteers, perhaps GSO could turn their urgent attention to filling the Provincial Safeguarding Officer post".

Many other comments made about adherence to guidelines, making sure that the subject of safeguarding stayed on the agenda, that all the posters such as Childline and the name and photo of the PVG Coordinator were up to date - many of these were part of the form to be filled in previously each year for this Report. All the information obtained from the questionnaire has to be uploaded onto the Provincial spread sheet and completed by the end of March, so it will be done after Synod and adoption of the report. At the time of writing a new Provincial Safeguarding Officer had not been appointed, and the Provincial Office suggested that the poster need not be changed at present, though the acting Provincial Officer is Dr Daphne Audsley with the same contact details as previously. Donald Urquhart who was the Provincial Officer retired towards the end of last year and the post for a new Officer has been advertised.

# Safeguarding Officer Report – Synod 2023

## CHARGE PVG COORDINATORS

There have been a number of changes this year. The Cathedral has a new Vestry Secretary, and a new PVG Coordinator Marion Slater. St Mary's Arbroath and St Peter's Auchmithie have had a hard time this year with the ill health of their rector, who is now beginning to pick up the reins again. At St Mary's there is a new Vestry Secretary, and Marie Ritchie has stepped down as PVG Coordinator and has not been replaced yet. Ruth Toy at St Mary's Broughty Ferry, has been replaced by Dr Derek Ritchie. Gillian Millar at Holy Rood, Carnoustie has stepped down and replaced by Lesley Paton. Arlene Bruce has replaced Enza Gibson at St Mary Magdalene, and Muriel McKelvie is the new Coordinator at St Salvador's Church. At present the only other church without a Coordinator is St Margaret's, Lochee. Grateful thanks are for Rosemary Eddy (Cathedral) and Marie Ritchie, Ruth Toy, Gillian Millar, Enza Gibson all of whom, over differing periods of time, have been very conscientious in this role which is so important for each church.

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. It took some nagging this year, because of the new form to be completed. Only one Charge has not been able to send in an AGM report as their AGM, with the Bishop's permission, is only taking place in February or March this year. The reports vary in length but many do give a good report to the AGM about the importance of Safeguarding, which of course is everyone's responsibility, and to remind people it is not just about children though that is very important but at any time anyone of us can be vulnerable, so it is really about total care of all people of any age. And if nothing else, the importance of prayer for those in need at any time.

## REPORT OF THE INDEPENDENT INQUIRY INTO CHILD SEXUAL ABUSE: October 2022.

<https://www.iicsa.org.uk/document/report-independent-inquiry-child-sexual-abuse-october-2022-0>

This report has been completed and delivered to the Home Secretary. It primarily relates to England and Wales, but it is pertinent for the whole United Kingdom. I have copied three sections to highlight these points regarding children in particular.

Support to child victims [page 347]

99. Recent research shows that early interventions are effective at reducing the impact of child sexual abuse and preventing significant mental health problems in later life. Timely support can reduce long-term detrimental impacts. Conversely, delayed or inadequate support can have serious consequences, such as physical or mental health issues, dependency issues, or antisocial or criminal behaviours. As well as simplifying access to support services for all victims and survivors, there is an urgent need to provide specialist therapeutic support for children who have experienced sexual abuse. The Inquiry therefore recommends the introduction of a national guarantee to enable child victims of sexual abuse to access specialist therapeutic support in a timely way.

14. [p 380] The Internet Investigation Report was published in March 2020. It focussed on the growing threat of online-facilitated child sexual abuse and the adequacy of the response of government, law enforcement and the internet industry. The report found that regulation of the internet industry is urgently required and that industry has failed to do all it can to prevent access to images of child sexual abuse. It concluded that access to child sexual abuse images

## Safeguarding Officer Report – Synod 2023

must be stopped and that internet companies must do more to identify the true scale of offending. As a result, four recommendations were made, including that:

- industry should be required to pre-screen material before it is uploaded to the internet to prevent access to known indecent images of children;
- more action should be taken internationally to ensure that countries hosting indecent images of children implement legislation and procedures to prevent access to such imagery; and
- legislation should be introduced requiring providers of online services and social media platforms to implement more stringent age-verification techniques on all relevant devices.

18 [page 381]. The Child Protection in Religious Organisations and Settings Investigation Report, published in September 2021, examined the protection of children by and response of religious organisations. It found that many religious organisations and settings did not consistently undertake appropriate checks of those who had contact with children, and that there remain religious organisations which have no process of risk assessment for convicted or accused sexual offenders who wish to continue in their religious practice in communal settings. As a result, two recommendations were made:

- all religious organisations should have a child protection policy and supporting procedures; and
- legislation should be introduced to amend the definition of full-time education and provide Ofsted with sufficient powers to examine the quality of child protection when inspecting suspected unregistered schools.

### **Creating Hope Together: suicide prevention strategy 2022-2032**

Published 29.09.22 <https://www.gov.scot/publications/creating-hope-together-scotlands-suicideprevention-strategy-2022-2032/pages>

Suicide in Scotland is a significant public health issue which affects all age groups and communities. Although no-one is immune from suicide, some individuals are at greater risk. Data from the Scottish Suicide Information Database (ScotSID) report profiling suicide deaths between 2011 and 2019 shows:

- Just under three quarters of all suicides in Scotland are male
- Almost half (46%) were aged 35-54
- Death by suicide is approximately three times more likely among those living in the most socio-economically deprived areas than among those living in the least deprived area
- 88% of people that die by suicide are of working age with two-thirds of these in employment at the time of their death.

I wrote about Suicide in Scotland in my report last year and any of us might know of someone who has taken their own life - in my ministry as a Priest I have, and most especially in South Africa but also here in Scotland. And anyone who has been delayed getting across the Tay bridge when it has been closed because of someone who is desperate and considering taking their life, knows how shocking the thought is. We read and hear often, these days, of mental health issues, especially amongst young people, but any one of us could be at risk at any time, of feeling despair and hopelessness and whilst we hope our faith will support us it is one safeguarding issue that maybe we don't think about but if we come across someone who seems to be despairing or withdrawn perhaps we need to stop and wonder if help is needed. Just passing on the thought to someone who might have more knowledge is a lot better than not saying anything though sadly, quite often, the person who is thinking of taking their own life does not say so and the family have no idea that the person has it in mind.

# Safeguarding Officer Report – Synod 2023

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 IN THE SEC

Some of these were reported last year, but all are still pertinent.

1. Record keeping is vital. Should anyone come across an incident in the church, besides reporting it to the Priest or someone else responsible, it is important to keep a written record with date, time, place and recording the incident. Then safely filed in the Charge records. Also it is very useful for each Charge to have an “accident book” and first aid kit, just in case and recording, however small the incident, is a good plan.

2. Questions have been raised again about 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.

3. SEC website for safeguarding: <http://www.scotland.anglican.org/who-we-are/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 PVG 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 still in the process of being updated, meanwhile all the present documents need to be read within the context of this 2020 policy.

4. 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>

## **Conclusion & Thanks**

Once again, my grateful thanks go to the Charge PVG Coordinators who, on the whole, completed the questionnaires in fairly good time - though the Clergy weren’t quite so prompt - and also for the contact that a few made during the past year. They appear to take their role seriously and I hope they will stay in the position during 2023. As always I should be pleased to offer any help or come and talk to Vestries or congregations about Safeguarding. Finally, I would like to apologise if I have inadvertently left out any information that you feel should have been included; please let me know before I put the information on the SEC spreadsheet.

Denise Herbert (Revd) Diocesan Protection Officer.

8th February 2023 (from Cape Town)

# Diocesan Building Committee Report

## Membership of DBC was:

The Dean (convener)  
Diocesan Secretary  
Dr David Bertie  
Dr Martine van Ittersum  
Mr John Lansley  
Rev Gary Clink

2 spaces remain on this Committee

## Meetings in 2022 - 23

No face-to-face meetings were held, and all applications decided by email.

**St John the Baptist** – Final Sale and Handover to Dundee Food bank. Thank you to Elliott Scarfe and Bishop Andrew who achieved this mammoth task

## Canon 35 Business

- St. Andrew's Brechin – permission to install a small WiFi receiver
- Holy Rood Carnoustie – permission to install a reception, kitchen, servery and toilets in an area at the rear of the church with a query about funding
- Holy Trinity Monifieth – permission to install a sound system and handrails on the steps up to the Altar
- St Martin's Dundee - permission to make permanent the removal of a small number of non-fixed pews from the back of the church
- St Mary Magdalene Dundee – Canon 35 application 2 memorial-stained glass windows. Still in negotiations with HES
- St Philips Catterline – Leased to Catterline Community Church – permission granted to remove pews and replace with chairs
- St James' Stonehaven – Application to place a font in the remembrance garden was refused

A flow chart available at: [www.dioceseofbrechin](http://www.dioceseofbrechin) is to aid charges in completion of Canon 35 pre-applications and applications.

## Applications to Provincial Buildings Grants Committee

St Mary Magdalene Dundee – Granted £13,000 in September 2022

St Ninian's Dundee – Granted £1600 in December 2022

Applications to this committee for 2023 should be made to the Diocesan Secretary by 24<sup>th</sup> April (for May meeting) or 22<sup>nd</sup> August (for September meeting)

## Important points to note:

### Health and Safety

Our church buildings act as places where the congregation and local communities come together for worship and other social activities. Our buildings should offer a welcoming, worshipful and safe environment. This applies to the people who use them as well as the

# Diocesan Building Committee Report

volunteers and workers who maintain our buildings. Health and Safety (H&S) legislation applies equally to professionals working in our buildings as to volunteers. The Provincial Buildings Committee has worked very hard this year to compile a toolkit to provide guidance to ensure compliance with the law and keep everyone safe.

## Clergy Housing

SEC “Minimum Standards for Clergy Housing” stipulates that property should have an Energy Performance Certificate (EPC) rating of at least C. Please obtain an EPC as soon as possible and where the rating is less than C, the vestry should consider whether improvements, and the EPC lists cost effective ones, should be made to improve energy efficiency or whether some form of allowance should be provided. Quinquennial survey of rectories should also cover the question as to whether there is an up-to-date EPC.

Further information for charges on both Provincial and Diocesan website under Vestry Resources - Buildings

## Ecclesiastical Exemption for listed buildings as places of worship

HES has developed some general guidance about the operation of the ecclesiastical exemption scheme in relation to places of worship which is available on its website at : <https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=ae94333e-5827-40a2-b123-ab0c0113cee5>

Michael Duncan

Secretary to the DBC

# Financial Papers for Brechin Diocesan Synod 2023

## Introduction to Financial Report

This report has been prepared in order to provide Diocesan Synod with an overview of the financial performance for the accounting year ended 30 November 2022. As Synod will be aware, the formal approval of the accounts has been temporarily moved to the Autumn Synod due principally to the need for a full audit to be undertaken as opposed to previous years where only an Independent Examination of the accounts was required.

The purpose of the report is to provide Synod with a broad overview of the financial performance of the Diocese against the approved budget set for the period 1 December 2021 to 30 November 2022. The information and figures detailed within this review document are as recorded on 30 November 2023.

The figures contained in the report reflect the anticipated out-turn of the Diocesan budget for the year. Whilst the overall position is unlikely to change significantly, some areas of budget performance may require to be re-aligned by the accountants to more accurately reflect actual areas of income or expenditure.

## General Overview of the Year

As members may recall, at the Diocesan Synod held in March 2022 it was announced that the then Diocesan Treasurer, Allan Duffus, had indicated his intention to retire from the post later that year. In preparation for this, Synod was invited to approve my appointment as Assistant Treasurer at that meeting with the move to Diocesan Treasurer becoming effective from 1 October 2022.

As may be appreciated, taking up the post has been a very interesting and at times, challenging experience. A number of planned goals have been achieved whilst a small number have proved stubbornly difficult to overcome.

The transition at the start of the year to a cloud-based system of accounts has probably been the most successful aspect of the role. Previously, much of the day-to-day bookkeeping required manual input, which was quite labour intensive. Whilst some elements of the cloud-based system still require manual inputting, the information that be obtained at the press of a button has proved to be extremely useful. In addition, the ability to operate the accounting system from virtually any device at any time has ensured a greater degree of accuracy in terms of available information.

This in turn has led to the ability to provide Diocesan Council with detailed reports on a monthly basis as to the performance against plan for the Diocesan budget. Whilst this has been very much welcomed by Council, the system is still in the course of development with a number of refinements likely to take place following this year's audit of the accounts. Most importantly, the move to this cloud-based accounting system has met some of the points that the Diocese was asked to address following last year's audit.

Whilst the transition to this new model of accounts system has proved to be a highlight, the same cannot be said for the experience of trying to get authorised signatories changed for the Diocesan bank accounts. Despite the fact that both myself and the outgoing Treasurer presented ourselves in person to the local bank branch back in August 2022, and provided all necessary paperwork to them, it has taken until the middle of February for them to actually change the authorised signatories on the account. This has not only hampered development of the cloud-based accounting system but has also meant additional layers of unnecessary bureaucracy in terms of paying invoices, etc. I am deeply indebted to Allan Duffus for his forbearance and understanding over the last few months and for his willingness to undertake work on my behalf.

## Financial Papers for Brechin Diocesan Synod 2023

With the bank signatory issues now resolved it is to be hoped that suitable progress can be made in terms of accessing more detailed and informative reports for use by Diocesan Council.

### **General Summary of Budget Performance**

In general terms, the budget appears to have performed on track with that projected for the financial year. The provisional outturn at the end of the year shows a deficit of £11,432 against a planned deficit of £13,778. Within the overall budget there are some areas of income and expenditure that performed ahead of budget whilst others were behind but there are no areas that were markedly out of line with the approved plan.

#### Income

- The “Bishop Income” section ended the year £1,369 ahead of the planned budget. This was due to a higher than anticipated income from the Episcopal Income Fund together with a higher level of Employers Allowance applicable for 2021/2022;
- “General Fund Income” ended the year almost exactly on target with minor variations across the component areas of income;
- Quota receipts were more or less paid in full with any shortfall generally being paid early in December 2022. An audit of quota payments made by individual charges is currently being undertaken and where any underpayment is identified this will be addressed with the charge(s) concerned;

#### Expenditure

- “Bishop Expenditure” finished the year almost £1,500 above budget most of which was in relation to travelling costs associated with the Lambeth conference;
- “Office Expenditure” finished the year some £1,348 below expected budget and as was previously reported this was directly attributable to the closure of the Diocesan Centre;
- “General Expenditure” ended the year at 97% of anticipated budget with much of the underspend being generated in respect of repairs to Diocesan owned property. Stipend Support (non Mobus) paid out concluded the year some £2,529 higher than expected but was adequately contained within the overall budget;

Bob Main

Diocesan Treasurer

14 February 2023



## Cathedral Statutes: For Confirmation of Revision

The Cathedral Chapter has produced a revised set of statutes, from the set previously approved in 1982 and 1961. This previous sets were largely based on the original 1905 document. The major changes are to free up the appointment of honorary canons to allow lay, ecumenical and Companionship canons and also a Canon Theologian and Minor Canons. Better definition of what the cathedral actually is has been included, along with some sharpening of the governance of the cathedral and chapter. Gendered language for e.g. the Bishop has been removed. The document below has the revised statutes (right hand column) alongside the relevant sections of the 1982 document (left hand column). The revision of the statutes requires Diocesan and Episcopal Synods to confirm the changes (section numbered 10 below in the revised statutes) hence why this is being tabled.

1982 (Current Statutes)	2023 (Proposed Statutes)
<p style="text-align: center;"><b><u>CONSTITUTION AND STATUTES</u></b>  <b>STATUTES</b>  <b>for the Government of</b>  <b>THE CATHEDRAL CHURCH OF SAINT PAUL</b>  <b>DUNDEE</b>  <b>IN THE DIOCESE OF BRECHIN</b></p>	<p style="text-align: center;"><b>STATUTES</b>  <b>for the Government of</b>  <b>THE CATHEDRAL CHURCH OF SAINT PAUL</b>  <b>DUNDEE</b>  <b>IN THE DIOCESE OF BRECHIN</b></p>
<p>In the Name of the Holy and Undivided Trinity. – AMEN</p> <p>Whereas the Right Reverend Father in God, Walter, by Divine Permission Bishop of Brechin, had, with the consent of the Clergy of the Diocese in Synod assembled, and in accordance with Canon IX, with the concurrence also of the Rector, Vestry, and Congregation of the Church of Saint Paul in Dundee, Constituted the said Church the Cathedral Church of this Diocese.</p> <p>Statutes were enacted by the said Bishop and Synod for the ordering of all matters connected with the said Cathedral Church, and for the regulation of the services therein, and of the duties to be performed by all persons engaged in the ministration of the same, to the greater glory of God, and to the furtherance of His Kingdom.</p> <p>In 1961, alterations to the Statutes thus enacted were initiated by the Chapter and duly confirmed by the Right Reverend Father in God. John, by Divine Permission Bishop of Brechin, the Diocesan Synod, and the Episcopal Synod. Further alterations were made in 1982.</p> <p>The Statutes as now set forth are the original Statutes, of 1905, altered as aforesaid.</p>	<p><b>Preamble</b></p> <p>The Church of St Paul in Dundee was founded and built under the direction of Bishop Alexander Forbes and was consecrated in 1865. It was constituted as the Cathedral Church of the Diocese of Brechin in 1905 by Bishop Walter Robberds, with the consent of the Clergy of the Diocese assembled in Synod, in accordance with Canon 10<sup>1</sup>, and with the concurrence of the Rector, Vestry and Congregation of the Church of St Paul in Dundee.</p> <p>The Cathedral Statutes were enacted in 1905 by Bishop Walter and the Synod for the ordering of all matters connected with the Cathedral Church of St Paul in Dundee, for the regulation of its services and the duties of those engaged in its administration and government. The Statutes of 1905 were amended in 1961 and 1982. [TBC] They were revised by the Cathedral Chapter and the revisions were confirmed by the Bishop of Brechin, Bishop Andrew Swift, the Diocesan Synod, and the Episcopal Synod in 2023. [TBC]</p> <p>The Statutes as revised in 2023 are set forth here.</p>

<sup>1</sup> in 1905, Canon 10 'Of Cathedrals' was presumably numbered Canon IX in 1905.

## Cathedral Statutes: For Confirmation of Revision

<p><i>[New Section: defining what a cathedral IS.]</i></p>	<p><b>1. The Cathedral</b></p> <p>1.1. The Cathedral Church of the Diocese of Brechin shall be the Church of St Paul in Dundee until such time as the Bishop of Brechin may determine otherwise in accordance with Canon 10.</p> <p>1.2. The Cathedral is the seat of the Bishop of Brechin and a centre of worship and mission in the Diocese of Brechin. As such the Cathedral shall</p> <p>1.2.1. maintain a regular pattern of prayer and worship, giving glory to God and holding before God the needs of the church and the world, and particularly of the Diocese of Brechin and the civic administrative areas within the boundaries of the said Diocese;</p> <p>1.2.2. be a focus for the ministry of the Bishop of Brechin, a resource to the Bishop and a place where prayer is offered for the Bishop and the Diocese;</p> <p>1.2.3. preach the Gospel of Christ and nurture Christian learning, in collaboration with other churches and traditions and with sensitivity to other faiths;</p> <p>1.2.4. extend hospitality to pilgrims and visitors of every kind;</p> <p>1.2.5. demonstrate the concern of Christ for the poor;</p> <p>1.2.6. engage with civic and corporate life and institutions in the complexities of contemporary society and culture, and explore spiritual values with all people of goodwill;</p> <p>1.2.7. share with and be a resource to the churches of the Diocese of Brechin in every aspect of the Church's vocation.</p>
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## Cathedral Statutes: For Confirmation of Revision

### Of the Bishop

The Bishop shall be the head of the Cathedral Church and its Visitor, whose decisions as such shall be final, subject to an appeal to the Episcopal Synod.

He shall take such part in Divine Service and shall, after due notice, preach, at such times as he shall determine, and he may appoint occasional or special preachers.

He shall have the use of the Cathedral Church for any Episcopal Acts or Special Services, or Diocesan Functions, provided by the Statutory Services be not interrupted, except with the concurrence of the Rector and Chapter.

He shall personally, or by deputy, install the Canons and receive their declaration of obedience to the Statutes and Bye-Laws.

### 2. The Bishop

2.1. Under the Bishop, the Cathedral shall be governed in accordance with its Statutes.

2.2. The Bishop shall be the head of the Cathedral. As head:

2.2.1. The Bishop shall have the principal seat and dignity in the Cathedral;

2.2.2. The Bishop shall have the use of the Cathedral for all episcopal acts and diocesan functions, provided that the statutory services be not interrupted except with the concurrence of the Provost. On any such occasion, the Bishop may determine the ordering thereof, after consultation with the Provost, and may preach or appoint the preacher;

2.2.3. The Bishop shall have the right, provided that not less than four weeks' notice of the intention be given, to preside and to preach at the Holy Communion on any principal feast;

2.2.4. When the Bishop is present at the celebration of the Holy Communion or of Holy Baptism in the Cathedral, having given notice of his or her intention to be present, the Bishop shall normally be the president of the rite. At any service at which the Bishop is present, he or she shall normally pronounce the blessing.

2.3. The Bishop shall personally, or by deputy, install the Canons and receive their declaration of obedience to the Statutes and Bye-Laws.

## Cathedral Statutes: For Confirmation of Revision

### Of the Rector and Provost

The Rector shall be appointed in the manner provided for in Article 19 of the Constitution of the Cathedral Church of Saint Paul, Dundee, a copy of which Constitution is annexed hereto. He shall be instituted and installed by the Bishop. He shall be Provost of the Cathedral Church, unless that office has been assumed by the Bishop.

He shall rank next to the Bishop in the Cathedral Church, and under him and with his concurrence shall govern it and control the performance of all Divine Offices.

On any vacancy occurring in the office of Provost, the Bishop may, at his discretion, assume and hold office.

*[Removes the option for a Rector to be appointed who is NOT the Provost]*

### 3. The Provost

3.1. The Rector of the Church of St Paul in Dundee shall be appointed in the manner provided for in Article 20 of the Constitution of the Cathedral Church of Saint Paul, Dundee, a copy of which Constitution is annexed hereto. She or he shall be instituted and installed as Rector by the Bishop.

3.2. The Rector shall be Provost of the Cathedral Church.

3.3. The Provost shall be the principal dignitary of the Cathedral, next after the Bishop.

3.4. Under the Bishop and with the Bishop's concurrence, the Provost shall govern and direct the life and work of the Cathedral and in particular, shall:

3.4.1. promote the mission of the church and the ministry of the Cathedral in the Diocese of Brechin and the civic administrative areas within the boundaries of the said Diocese;

3.4.2. be present at the daily worship of the Cathedral on a regular and frequent basis;

3.4.3. ensure that divine service is duly performed in the Cathedral with liturgical and music provision suitable to every occasion;

3.4.4. ensure that the Statutes are faithfully observed;

3.4.5. maintain good order and proper reverence in the Cathedral;

3.4.6. fulfil the duties of the Rector according to the Constitution of the Cathedral Church of St Paul.

3.5. The Provost shall cease to be Provost on his or her resignation, retirement or dismissal as Rector.

## Cathedral Statutes: For Confirmation of Revision

### Of the Chapter

The Chapter shall consist of :-

The rector of Saint Paul's and four other Canons who shall be :-

- (a) The Dean of the Diocese *ex officio*
- (b) The Synod Clerk *ex officio*
- (c) Two instituted or licensed Presbyters in the Diocese, appointed by the Bishop.

The Chapter is recognised as the Council of the Bishop in all matters connected with the exercise of his office in the Diocese.

### Of the Canons of the Cathedral

In the Cathedral Services, after the Rector or Provost, the Dean of the Diocese shall rank first, the Synod Clerk second, and the other Canons shall rank according to the date of their appointment as Canons.

### Of Resignations and Discipline

If the Provost or any of the Canons shall desire to resign his office, he shall give in his resignation, in writing, to the Bishop, or during the vacancy of the See, to the Primus. If the Provost or any Canon shall become permanently disqualified for the performance of the duties of his office, and incapable of sending in a valid resignation, a legal certificate to that effect under the hands of two medical men, delivered to the Bishop shall be accounted as in all respects equivalent to a resignation. If any member of the Chapter shall cease to reside in the Diocese, or shall be sentenced to suspension or deprivation after Canonical trial, his appointment shall be, *ipso facto*, vacant.

### Of Chapter Meetings

The Bishop shall summon and hold Meetings of the Chapter at his discretion or on a written request from the Provost or Rector, or from two of the Canons. Three to form quorum. In the absence of the Bishop the Dean of the Diocese shall preside, and failing him, the Provost, or, if the Bishop be Provost, the Rector. The Chapter shall elect a Chapter Clerk, who may be layman.

### 4. The Chapter

4.1. The Chapter shall consist of the Provost and four Canons who shall be:

4.1.1. The Dean of the Diocese *ex officio*

4.1.2. The Synod Clerk of the Diocese *ex officio*

4.1.3. Two instituted or licensed Presbyters in the Diocese, appointed by the Bishop to hold office as Canons for a term of five years, renewable by mutual consent.

4.2. On the death, resignation or dismissal of any of the Members of Chapter, their Canonries shall end.

4.3. The Chapter shall advise the Bishop in matters connected with the exercise of the Bishop's office in the Diocese.

4.4. In the Cathedral Services, after the Provost, the Dean of the Diocese shall rank first, the Synod Clerk second, and the other Canons shall rank according to the date of their appointment as Canons.

4.5. The Bishop shall summon and hold meetings of the Chapter at his or her discretion or on a written request from two Members of Chapter. At meetings of the Chapter, three persons shall be a quorum. In the absence of the Bishop the Dean of the Diocese shall preside, and failing the Dean, the Provost.

4.6. The Chapter may elect a Chapter Clerk, who may be a lay person.

## Cathedral Statutes: For Confirmation of Revision

<p><b>Of Honorary Canons</b></p> <p>Members of the Chapter when retired from office may be appointed by the Bishop as Honorary Canons; in addition to such appointments the Bishop may appoint not more than four Honorary Canons, which dignity shall not normally be conferred upon Priests serving in the Diocese, but shall be regarded as a mark of esteem and honour for those who have served the Diocese faithfully, and who have either removed to another Diocese or retired from the active ministry.</p> <p><i>[Expansion of scope for honorary canons: 21<sup>st</sup> century use of canonries, Anglican Communion, ecumenism etc.]</i></p>	<p><b>5. The Honorary Canons</b></p> <p>5.1. In consultation with the Chapter, the Bishop may appoint as Honorary Canons, as a mark of esteem and honour and in recognition of their service to the Diocese:</p> <p>5.1.1. Priests who have served as members of the Chapter when retired from active ministry; and</p> <p>5.1.2. Priests who have served in the Diocese when retired from active ministry; and</p> <p>5.1.3. lay persons who have served the Diocese when retired from active service; and</p> <p>5.1.4. lay or ordained representatives of the Diocese of Brechin's Companion Dioceses<sup>2</sup> in the Anglican Communion while in active ministry in their Dioceses; and</p> <p>5.1.5. lay or ordained representatives of other Christian denominations while in active ministry within the boundaries of the Diocese of Brechin.</p> <p>5.2. A Priest who has served as Dean of the Diocese and who is appointed an Honorary Canon under 5.1.1. may be known as Dean Emeritus. A Priest who has served as Provost of the Cathedral and who is appointed an Honorary Canon under 5.1.1. may be known as Provost Emeritus.</p> <p>5.3. Following processes and procedures current in the Province, the Bishop may withdraw the appointment of any Honorary Canonry at any time.</p>
<p><i>[New section – norm for 21<sup>st</sup> century dioceses/cathedrals]</i></p>	<p><b>6. The Canon Theologian</b></p> <p>6.1. The Bishop in consultation with Chapter may appoint a lay or ordained person of suitable learning as Canon Theologian. The Canon Theologian shall have the right to preach in the Cathedral once a year.</p> <p>6.2. The Canon Theologian shall hold office for a period of five years, renewable by mutual consent.</p>

<sup>2</sup> The Dioceses of Brechin, Iowa and Swaziland have been Companion Dioceses in the Anglican Communion since circa 1982.

## Cathedral Statutes: For Confirmation of Revision

<p><b>The Precentor</b> The Precentor, unless the Rector himself hold the office, shall be appointed by the Rector and directed by him.</p> <p><b>Of the Assistant Clergy</b> The Assistant Clergy shall be appointed by the Provost, or, in case of the Bishop being Provost, by the Rector, subject to the Bishop's consent. They shall obey the Bye-Laws of the Cathedral Church and the directions of the Provost, or, in case of the Bishop being Provost, of the Rector.</p> <p><i>[New concept of minor canons, not necessarily in chapter, for other clergy]</i></p>	<p><b>7. Minor Canons</b></p> <p>7.1. Assistant clergy who have been appointed to the Charge of the Cathedral Church of St Paul as provided for in Article 23 of the Constitution may be appointed to be Minor Canons by the Bishop with the agreement of the Provost. They shall serve as assistant clergy in the Cathedral as determined by the Provost in consultation with the Vestry. They shall obey the Bye-Laws of the Cathedral Church and the directions of the Provost.</p> <p>7.2. The title of office for each Minor Canon shall be as determined by the Provost in consultation with the Bishop.</p> <p>7.3. Minor Canons shall cease to hold office on their resignation, retirement or dismissal as assistant clergy of the Charge.</p>
<p><b>Of the Organist and Choirmaster</b> The Organist and Choirmaster shall be appointed by the Rector, at salaries fixed by the Vestry, and be removable, subject to an appeal to the Bishop, by the Rector, under whose control they shall perform their duties. The offices may be held by the same person.</p>	<p><i>[Removed – covered by cathedral constitution]</i></p>
<p><b>Of the Statutory Services</b> The Statutory Services of the Cathedral church shall be daily Morning and Evening Prayer, according to the Order of the Scottish Book of Common Prayer, and on Sundays and Holy Days, and on appointed days in every week, Celebrations of the Holy Communion. The Cathedral Church shall be open, as far as possible, at all times of the day for private prayer.</p>	<p><b>8. The Statutory Services</b></p> <p>8.1. Services in the Cathedral shall be in accordance with Canon 22.</p> <p>8.2. The Cathedral Church shall be open, as far as possible, at all times of the day for private prayer.</p>

## Cathedral Statutes: For Confirmation of Revision

<p><b>Of the Bye-Laws</b> Bye-Laws may be framed by the Chapter, with the approval of the Bishop, in regard to matters needing regulation and not provided for in these Statutes, and such Bye-Laws shall be set out as an appendix to these Statutes.</p> <p>By-laws which effect the Canons of the Cathedral Church shall be subject to the consideration and approval of the Synod of the Diocese.</p>	<p><b>9. The Bye-Laws</b> 9.1. Bye-Laws may be framed by the Chapter, with the approval of the Bishop, in regard to matters needing regulation and not provided for in these Statutes, and such Bye-Laws shall be set out as an appendix to these Statutes.</p> <p>9.2. Bye-laws which affect the Canons of the Cathedral Church shall be subject to the consideration and approval of the Synod of the Diocese.</p>
<p><b>Of Alterations in the Statutes</b> To the Chapter belongs the right of initiating alterations in, and additions to, the Statutes; but no alterations to shall be valid until they have been confirmed by the Bishop and the Diocesan Synod, and the Episcopal Synod. No change in the Statutes inconsistent with the Constitution shall be made unless the Constitution is also altered by those competent to do so.</p>	<p><b>10. Alterations in the Statutes</b> 10.1. To the Chapter belongs the right of initiating alterations in, and additions to, the Statutes; but no alterations or additions shall be valid until they have been confirmed by the Bishop and the Diocesan Synod, and the Episcopal Synod. No change in the Statutes inconsistent with the Constitution shall be made unless the Constitution is also altered by those competent to do so.</p>
<p><b>Of the Interpretation of the Statutes</b> If any questions as to the interpretation of these Statutes, not affecting the right of the Bishop, shall arise, it shall be referred to the Bishop, whose decision, after receiving advice from the Chancellor of the Diocese, shall be final. But if such question concern the rights of the Bishop himself, it shall be referred directly to the Episcopal Synod, whose decision shall be final.</p>	<p><b>11. Interpretation of the Statutes</b> 11.1. If any questions as to the interpretation of these Statutes, not affecting the right of the Bishop, shall arise, it shall be referred to the Bishop, whose decision, after receiving advice from the Chancellor of the Diocese, shall be final. But if such question concern the rights of the Bishop, it shall be referred directly to the Episcopal Synod, whose decision shall be final.</p>

### Notes

The Bishop installs Canons (2.3), including Hon. Canons installed and Minor Canons installed.

Companionship Canons (5.1.4) and Ecumenical Canons (5.1.5) may be lay or ordained.



## Diocesan and Provincial Posts

### Summary Sheet of Vacancies for 2023 (full list including all posts on following pages)

Position	Period of service	Who can serve?	Who can propose candidates and vote?	2023 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 – noting that this will be the start of the last year of his service.  A 'Deputy Secretary' will be proposed to assist the transition.
<b>Diocesan Treasurer</b>	Appointed Annually by Synod	Anyone	Members of Diocesan Synod	Mr Bob Main nominated.
<b>3x Clerical members of Diocesan Council</b>	3 years	House of Clergy	Clergy Members	Three vacancies
<b>3x Lay members of Diocesan Council</b>	3 years	House of Laity	Lay Members	Three vacancies
<b>3 x General Synod Clergy Alternates</b>	Appointed Annually	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	Three vacancies
<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 Lay 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 – noting that this will be the start of the last year of his service.  A ‘Deputy Secretary’ will be proposed to assist the transition.
<b>Diocesan Treasurer</b>	Appointed Annually by Synod	Anyone	Synod	Mr Bob Main
<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	Up to six persons with expertise in the field of architecture, fabric, buildings or liturgy	Members of Diocesan Synod	Rev Gary Clink (2021-2024) Dr Martine van Ittersum (2022-2025) Mr John Lansley (2022-2025) Dr Aileen Black (2022-2025) <b>Up to two vacancies</b>

## Diocesan and Provincial Posts

Position	Period of service	Who can serve?	Who can propose candidates/vote?	Current Holders and Vacancies	
<b>Diocesan Council</b>	<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>	Bob Main
	<b>Duration of appointment</b>		Ex Officio	<b>Dio Secretary</b>	Mike Duncan
	<b>Clergy members (4) - 3 years (plus eligible for second 3 year-term)</b>				
	2023-2026	Instituted, licensed or commissioned clergy of the diocese.	House of Clergy	<b>Clergy Member</b>	<b>Vacancy</b> Rev Canon Kerry Dixon (stepping down after >two terms)
	2023-2026		House of Clergy	<b>Clergy Member</b>	<b>Vacancy</b> Rev Peter Mead (stepping down)
	2023-2026		House of Clergy	<b>Clergy Member</b>	<b>Vacancy</b> Ven Canon Ian Young MBE (eligible for second term)
	2022-2025		House of Clergy	<b>Clergy Member</b>	Rev Canon Kenneth Gibson
	<b>Lay members (4) - 3 years (plus eligible for second 3 year term)</b>				
	2023-2026	Lay members of the churches of the diocese.	House of Laity	<b>Lay Member</b>	<b>Vacancy</b>
	2023- 2026		House of Laity	<b>Lay Member</b>	<b>Vacancy</b> Prof Peter Sharp OBE (stepping down after >two terms)
	2023-2026		House of Laity	<b>Lay Member</b>	<b>Vacancy</b> Prof Susie Schofield (eligible for second term)
	2022- 2025		House of Laity	<b>Lay Member</b>	Edward Stansfeld

# Diocesan and Provincial Posts

## General Synod Representatives

Position	Period of service	Who can serve?	Who can propose candidates and vote?	Current Holders and Vacancies
<b>Clerical members of General Synod (6)</b> <b>All six elected by Diocesan Synod</b>	2022-2026 (up to two terms of 4 years)	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	Rev Roxanne Campbell (2022-2026) Rev Gary Clink (2022-2026) Rev Canon Kerry Dixon (2022-2026) Rev Denise Herbert (2022-2026) Rev Pete Mead (2022-2026) (Term 2) Very Rev Dr Elizabeth Thomson (2022-2026)
<b>3 Alternate Clerical members of General Synod</b>	Elected annually for one year	Clerical Members of Diocesan Synod	Clerical Members of Diocesan Synod	3 nominations needed and preference order
<b>Laity members of General Synod (6)</b> <b>All six elected by Diocesan Synod</b>	2022-2026 (up to two terms of 4 years)	Lay Members of the Diocese	Lay Members of Diocesan Synod	Val Beveridge (2022-2026) Steven Coull (2022-2026) Peter Chaffer (2022-2026) Jean Fenwick (2022-2026) (Term 2) Graham Nicholson (2022-2026) Susan Rowe(2022-2026)
<b>3 Alternate Lay Members of General Synod</b>	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	Susan Rowe (2022-2026)
<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	<b>Vacancy</b> Canon Kerry Dixon (Eligible for second term)
<b>Provincial Panel for Episcopal Elections Clergy Member</b>	3 years (up to two terms)	Member of Diocesan Synod – Clergy	Members of Diocesan Synod	Rev Jim Benton-Evans (2022-2025)
<b>Provincial Panel for Episcopal Elections Lay Member</b>	3 years (up to two terms)	Member of Diocesan Synod – Lay	Members of Diocesan Synod	<b>Vacancy</b> Prof Peter Sharp OBE (completes second term and retires)

# Report of the Election of Lay Representatives and Alternates

## Diocese of Brechin 2023

- |   |  |
|---|--|
| <b>1. ARBROATH</b><br>LR Mrs Deborah McDonald<br>ALR Mr John Buick                      | <b>13. DUNDEE ST PAUL'S CATHEDRAL</b><br>LR Dr Aileen Black<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 Mrs Elizabeth Matheson<br>ALR Vacant                            | <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 Vacant                      | <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 Mr John Hitchon<br>ALR Mrs Mary Bowker                        |
| <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 Fiona Buchan<br>ALR Mrs Linda Walls                         |
| <b>9. DUNDEE – ST MARGARET</b><br>LR Mrs Bernie 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 Mr Ronnie Neave             | <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 Vacant                      | <b>24. TARFSIDE</b><br>LR Mr Peter Nelson<br>ALR Mr Kenneth Goddard                        |

# Membership of Diocesan Synod 2023

**Bishop:** Rt Rev Andrew Swift  
**Diocesan Office c/o Bishop's House, 5 Ballumbie View Dundee DD4**  
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 Bob Main, 20 Crail Place, Barnhill, Dundee DD5 3SW

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

**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 Deborah McDonald

Alt. Lay Rep: Mr John Buick

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

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

Lay Rep: Mrs Margaret Brown

Alt. Lay Rep: Mrs Susan Smith

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

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

Reader: Dr Peter Smart

Lay Rep: Mrs Elizabeth Matheson

Alt. Lay Rep: Vacant

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

Clergy: The Reverend Mark-Aaron Tisdale, St. Mary's Rectory, 3 Wyvis Place, Broughty Ferry, DD5 3SX 01382 781659

Lay Rep: Mrs Elaine Hammersley

Alt. Lay Rep: Vacant

**CARNOUSTIE** The Church of the Holy Rood, 60 Maule Street, Carnoustie. DD7 6AB

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

Lay Reader: Mrs Jean Fenwick

Lay Rep: Mrs Jean Fenwick

Alt. Lay Rep: Mr Grant Wilson

## Membership of Diocesan Synod 2023

<b>CATTERLINE</b>	See Stonehaven
<b>DRUMLITHIE</b>	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
<b>DRUMTOCHTY</b>	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 Helen Sanderson
Alt. Lay Rep:	Vacant
<b>DUNDEE:</b>	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 Bruce Gowans
Lay Rep:	Ms Gillian Campbell
Alt. Lay Rep:	Mrs Helen Stewart
<b>DUNDEE:</b>	The Church of St. Margaret, 17 Ancrum Road, Lochee, Dundee DD2 2JL
Clergy:	Interim Rector: Very Rev Fay Lamont St. Ninian's Church House, Kingsway East, Dundee DD4 7RW 01382 453818
Lay Rep:	Mrs Bernie Brophy-Arnott
Alt. Lay Rep:	Vacant
<b>DUNDEE:</b>	The Church of St. Martin, Derby Street, Dundee, DD3 6RL
Clergy:	The Reverend Roxanne Campbell, 16 Ethibeaton Terrace, Monifieth, DD5 4RL 07764 212092
Reader:	Mr I. Turnbull
Lay Rep:	Mr I. Turnbull
Alt. Lay Rep:	Mr. Ronnie Neave
<b>DUNDEE:</b>	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
Lay Rep:	Mrs Denise Scobie
Alt. Lay Rep:	Mr. John Armstrong
<b>DUNDEE:</b>	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:	Vacant



## Membership of Diocesan Synod 2023

**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 Aileen Black

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

Curate: The Reverend Gary Clink

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 Reverend Jim Benton-Evans, 9 Castle Street, Brechin, DD9 6JW  
07702842727

Readers: Dr Peter Smart

Mr Harold Jack

Lay Rep: Mr John Hitchon

Alt. Lay Rep: Mrs Mary Bowker

**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

**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

## Membership of Diocesan Synod 2023

**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 Fiona Buchan  
Alt. Lay Rep: Mrs Linda Walls

**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 Jane Nelson, 4 St Michael's Road, Newtonhill, Stonehaven,  
AB39 3RW 01569 739067

Lay Rep: Mr Peter. 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.

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

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

## **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.



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

## **Quorum**

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.