



# **Autumn Diocesan Synod**

**Saturday 25<sup>th</sup> October 2025**

**St Ninian's Church**

**Kingsway East**

**Dundee**

Membership of Synod pages 23-27  
Rules of Order of Synod page 28-31  
Constitution of Synod 32-34  
can be found at the end of this paper

**Scottish Episcopal Church**  
**DIOCESE OF BRECHIN**

**Scottish Episcopal Church  
DIOCESE OF BRECHIN  
Agenda for Diocesan Autumn Synod  
Saturday, 25<sup>th</sup> October 2025**

**Coffee available from 9am**

**9.30am Synod Eucharist**

**10.30am Commencement of business which will consist of the following sessions**

**Session 1 10.30am – 11.15am: Preliminaries & Governance**

**1.1 Preliminary Business**

- Roll Call of Members – and explanation of voting rights
- Motions received – (if applicable)
- Minutes of previous Synod. (pages 5-13)
- Any Other Business notified or valid Late Motions submitted.
- Greetings from Companion Dioceses

**1.2 Annual Report and Accounts for 2023-24 (separate document)**

- Presentation of Annual Report Accounts
- Questions & discussion

**Motion 1.2: “That this Synod receive the Annual Report and Accounts of the Diocese of Brechin for Financial Year 2023-2024.”**

**1.3 Revision of the Diocesan Constitution**

- Memo outlining proposed changes to 2020 version (page 14-15)
- Track Changes Version of the Revised Constitution (page 16-18)
- Questions & discussion

**Motion 1.3: “That this Synod amend the Diocesan Constitution as proposed.”**

**Session 2 11.15am – 12.15pm: Mission & Ministry: “ A Healthy Diocese”**

**2.1 Children and Youth Work in The Diocese of Brechin & Province**

Claire Benton-Evans, Diocesan C&Y Officer

**2.2 Progress and Planning for Change**

- Overview of Ongoing Mission and Ministry in the Diocese
- Review of Ministry Support funded from reserves (pages 19-20)
- What happens when things cannot continue as they are?
  - Charges struggle for vestries or officers
  - Finance becomes too difficult to continue as planned
  - Canonical and Charitable approaches: discussion

**12.15pm-1pm Lunch Break:**

**A Sandwich lunch will be provided**

### **Session 3 1pm-2pm Budget/Quota & Appointments**

#### **3.1 Budget and Quota for 2026 (pages 21-22)**

- Presentation of Diocesan Budget for Financial Year Dec 2025-Nov 2026.
- Quota calculation and allocation based on this budget and three-year rolling average of charge income

**Motion 3.1: “That this Synod approve the Diocesan Budget for Financial Year 2025-2026 and the associated charge quota levels for 2026.”**

#### **2pm-2.15pm (approx.) Concluding Business**

Any Other Competent Business or valid Late Motions not already addressed

Date of Next Meeting: Saturday 7<sup>th</sup> March 2026

Votes of Thanks

Confirmation of the Acts of Synod

#### **Final Liturgy**

## **1.1 Minutes from Previous Synods**

### **1.1 Minutes Of Brechin Diocesan Synod Held Saturday 1<sup>st</sup> March 2025 at St Mary's Broughty Ferry**

#### **Synod Opening Eucharist**

The Bishop celebrated the eucharist and gave the Charge:

Greetings and a warm welcome to the Diocese of Brechin Synod for Spring 2025.

It is good to meet again, here in the excellent facilities and space of St Mary's Broughty Ferry, for our Spring business meeting. And it is good to meet as representatives of the church communities and the Diocese that we all serve. Welcome!

We meet in a world of so many challenges – Ukraine, Gaza, USA...

We always do important business when we meet in Synod – the Eucharist that we celebrate to start it is the theological rooting that the Holy Spirit will be with us as we make decisions and reflect on our lives as disciples in this place. God is in all of our work.

What do we have to look at this year? A small change in the liturgies of the church; electing members in the boards and committees that make the life of the whole SEC and this Diocese's function. The church's plans for Net Zero are moving on, so we'll hear about that. And a little on strategy and vision, here and in the wider SEC. Lots of business!

But also we meet as disciples. We greeted each other as we arrived, we will share refreshments and a meal as we spend time together. We will interact in our tables and we will speak in the main body of the Synod. This is a gathering of Christians from this part of Scotland, from Dundee, from Angus, from Perth and Kinross, from Aberdeenshire, to share fellowship and enjoy each other's company.

The gospel reading we just heard, on this day when we celebrate St David, the Patron Saint of Wales, is one that tells that we are called to love. Love one another as I have loved you is not an easy command – that's not very 'British', not very 'Scottish' to say something like that. But we are called, even in this business meeting, to 'love'.

There is a great deal of bad press for church communities at the moment – in our sister church to the south, and even for us here in Scotland. There have been major issues with safeguarding in the Church of England, and our system are good, but not perfect. There are problems with bishops – we are just ordinary human beings, who need to be held to account and to lead with humility and wisdom. There are problems when people behave in ways that do not live up to the command to 'love'. There are examples where, even in church communities, people feel excluded and put down. I am well aware from listening to my colleagues here in the Diocese that women clergy can suffer from micro-aggressive behaviour in their ministry. Power can be used in ways that might feel careless and diminishes people. I believe that we are a safe Diocese and our charges are places of healthy worship: but we cannot be complacent. We are called to love one another – in a radical and sacrificial way.

This meeting will be a time of reflection and debate: and Christian love and discipleship. As we celebrate this spirit-filled eucharist to start our work, the bread and wine remind us of the love that God has for each and every one, the love that saves and heals and restores. The love went to the cross, to death, and onwards to eternal life and glory!

We work to be a 'healthy' diocese, we work to grow and develop and be a sign of God's love in all the places where we live and minister. And we work to show each other the Christian love that transforms all things! In Jesus Christ's ever-loving name. Amen

## 1.1 Minutes from Previous Synods

The Synod was constituted.

### Session 1 – Mission and Ministry Reports and Business from General Synod 2024

#### 1.1 Opening Business

Apologies were received from Rev'd Canon Mary Jepp, Dr. Aileen Black, John Thom, Rev Canon Dr Elizabeth Thomson, Claire Benton-Evans, Helen Sanderson, John Langley, Rev Ashley Cummins, Rev Trisha Duffett-Smith, Maggie Brown, Harold Jack, Steven Coull, Nick Constantine and Fiona McRitchie.

Tellers: Mrs Bernie Brophy-Arnott and Rev'd Martin Allwood were appointed tellers.

Roll call: 49 members of Synod were present and registered as they signed in on arrival.

Clergy and staff changes: Rev Martin Allwood changed from Transitional Minister to Priest in Charge of Holy Rood Carnoustie and Holy Trinity Monifieth. Rev Canon Jim Benton-Evans was installed as Synod Clerk and Commissioned as South Esk Primary School Chaplain. Rev Canon Professor David Brown was installed as Canon Theologian. Rev Roxanne Campbell was appointed Interim Rector of St Paul's Cathedral. Canon Allan Duffus was installed as a Lay Canon. Very Reverend Kenneth Gibson was appointed as Priest in Charge of St Ninian's Dundee, continuing as Interim Rector of St Mary Magdalene Dundee and resigned as Rector of St Margaret Lochee. Rev Canon Dr Elizabeth Thomson resigned as Provost of St Paul's Cathedral Dundee, was installed as Honorary Canon and became the Provincial Director of Ordinands.

It was also the first Synod for Mrs Cate Ashley, St Mary's and St. Peter's Montrose and Mrs Elizabeth Galley, All Saints Glencarse, Mrs. Susan Beattie, All Saint's Glencarse, Mr. Steven Waller, St. Luke's Dundee, Mr David Fleming, St. James' Stonehaven.

#### Minutes of the meetings of Diocesan Synod October 2024

Proposed as accurate by Rev Roxanne Campbell

Seconded by Rev Martin Allwood

Accepted unanimously with no matters arising.

GSO Representative: The Bishop welcomed Neil Rawlins, Provincial Net Zero Team and Donald Walker, the GSO Comms Director.

#### 1.2 Mission and Ministry

##### 1.2.1 Reports

In this session the following reports were received as read

- Diocesan Statistics
- Mission & Ministry Report
- Deans Report
- Companion Links Report
- Young People's Report
- Communications Report

##### 1.2.2 Diocesan Statistics

The Bishop invited questions and comment on the diocesan statistics. A small change was made this year with the requirement to report male and female members has been removed. The congregational numbers are overall showing a small drop but he notes during his visits we do not appear as a diocese in decline. Provincial Mission Board wants to make sure the statistics are actually reflect the positive

## 1.1 Minutes from Previous Synods

things that are happening in the charges. He asks, “Are these statistics accurately measuring things that reflect what is happening in our diocese?”

- Martine van Ittersum – A metric to give insights into the financial stability of the charges and long-term commitments of the congregation would be to ask how many people have standing orders.
- Rev Denise Herbert – Is the “reserved sacrament” recorded what is used by the eucharistic assistants on a Sunday or just those that are going to people’s homes? Bishop Andrew clarified that the number comes from the visit to someone who is unable to attend the service on Sunday. The use of reserved sacrament during Sunday worship is included in the total number of communions recorded.
- Rev Annalu Waller– An age range within the demographics would help the congregation plan for the future.
- Fiona Buchan – Holy Trinity has regular online worshipers that are not recorded on the statistics. Is there a way to record those who watch online? Bishop Andrew responded that there is not currently a metric for this.
- Rev Canon Kerry Dixon – A measure is needed around potential growth. There are many activities at the church that connect them to the communities which can potentially bring people into the congregation.
- Rev Canon Jim Benton-Evans – Why we should be recording these statistics? How does it help what we do? How can we better use these numbers to find out what we need?

Bishop Andrew concluded the discussion for now and the information will be reintroduced during the later discussions on the provincial strategy.

### 1.3 Companion Links

Video Greetings were received from Bishop Betsey of Iowa. Pat Millar addressed Synod with an overview of her 17 years of service as the Companion Links Officer. Pat presented on the history of the companionship, the companionship visitations through the years and the different projects in the Diocese of Eswatini that are supported by the diocese. Many firsthand stories were told highlighting the benefits these projects have had on the life of those in Eswatini.

Bishop Andrew gave thanks to Pat for her work through the years. Rev Canon Jim Benton-Evans has agreed to take over the role of Companion Links Officer.

Synod took a brief break.

### 1.3 Business from General Synod 2024

#### 1.3.1 Alteration to the Schedule to Canon Twenty-Two

General Synod Office has asked for opinions and comments from the Diocese on the change to the schedule to Canon Twenty-Two before a second vote at General Synod 2025.

*The following was passed at First Reading at General Synod 2024:*

*That the proposal that the following liturgies be deleted from the Schedule to Canon 22 with effect from the Sunday next before Advent in 2025 be read for the first time:*

- *Scottish Liturgy (Scottish Episcopal Church) (1982) listed as item 6 in the Schedule;*
- *Scottish Liturgy 1982 Eucharistic Prayers II-V (Scottish Episcopal Church) (1996) listed as item 11 in the Schedule.*

## 1.1 Minutes from Previous Synods

Bishop Andrew explained that the reason for the removal and led the diocesan discussion. The following was asked by the synod members:

Fiona Buchan – The service that is used for the reserved sacrament uses the old language. Will this also be removed? Bishop Andrew explained that the language for that is being reviewed by the Liturgy Committee but has not been changed yet.

Very Rev Fay Lamont – Why is prayer 1 not included? Bishop Andrew explained that Prayer 1 is included in the Scottish Liturgy (1982) in the line above in the motion.

Susie – Will there be a reduction of cost as this change is being an imposed? Will the cost be done as a diocese or individual charges? Bishop Andrew said that Diocesan funding was available as required.

Ven Ian young – Is the original version of the blue book no longer available even before we have been able to vote? Bishop Andrew answered that you cannot get it now and they will no longer be producing the original language version.

David Bertie- Wanted to ensure that at least one copy of the old liturgy is being preserved. Bishop Andrew will feed this back to General Synod.

Synod then voted on the motion.

**Motion: “That this Synod approve the proposed removal of the specified liturgies from the Schedule on Canon 22, as approved at first reading at General Synod 2023.”**

The vote was advisory and was taken in Houses.

Laity:	For 17;	Against 0;	Abstention 1
Clergy:	For 9;	Against 0;	Abstention 2
Bishops:	For 1.		

Bishop Andrew thanked synod for the helpful comments that have been discussed. They will be fed back to General Synod.

## Session 2 : Council Reports and Environmental Matters

### 2.1 Council Reports

The following reports were received as read:

- Diocesan Council Report
- Diocesan Protection of Vulnerable Groups Officer Report
- Diocesan Buildings Committee Report

Bishop thanked Diocesan Council, Rev Denise Herbert, the Safeguarding Officer, and the members of the Buildings Committee for their work throughout the year. No questions on any reports.

### 2.2 Net Zero Update

Neil Rawlins addressed Synod with a presentation of recent developments in the SEC on Net Zero in the past year. The Diocese’s results from the Energy Footprint Tool were explained and how improvements can be made in the future. Neil gave information on the recently launched Rectory Green Fund and Net Zero Portal. The province began a new partnership with Benefact Trust that will result in £700,000 over two years being delivered to charges to trial new technologies, decarbonise and act as exemplars within their Diocese and Provincially. Charges will be invited to apply based on recommendation by Jack to Bishop Andrew, with one Pioneer and one Pilot charge being chosen each year. Applications are then considered by Provincial Buildings Grants Group with Pioneer projects

## 1.1 Minutes from Previous Synods

receiving £43.5k for project implementation and Pilot projects receiving £7,250 for project development.

The floor was opened for questions,

Rev Pete Mead and Dr Martine van Ittersum brought up the vast cost difference between the funding available through the Rectory Green Fund and the quotations for these projects to achieve EPC C.

Bishop Andrew reiterated that the Diocese is there to help and welcomes vestries to get in contact for different financing options and grants that may be available.

David Fleming mentioned that Heat Pumps are not the most effective option for some charges.

Rev Canon Kerry Dixon raised the issue of how large scale of these projects are and the capacity needed to begin and work through the processes is daunting for vestries.

The Bishop expressed thanks to Neil and Synod for the discussion.

The Synod broke for lunch.

### Session 3: Finance, Governance and Elections

#### 3.1 Finance

Mr. Robert Main gave a short presentation to Synod on the current finances of the diocese and the projected income and expenses for the end of the financial year. Bob opened the floor to questions.

Pete Mead – With ethical investment of in mind and the recent events in America, should we making investments in American companies?

Bishop Andrew mentioned that the UTP has an ethical investment policy and the Ethical Investment Advisory Group recommends where there may be a moral issue arising.

Further discussion ensued and a motion was raised for consideration at General Synod.

**Motion: “That this Synod asks General Synod, itself and its pendant Board and committees, to consider its ethical investment policies with regards to the equities and bonds invested in U.S. markets, in the light of the current controversial political situation in the United States of America.”**

Proposed by Rev Peter Mead

Seconded by Rev Canon Kerry Dixon

Synod voted and accepted unanimously

#### 3.2 Festival of Lay Ministry

Rev Canon Jim Benton Evans spoke on the upcoming Festival of Lay Ministry taking place on 17 May at Dundee University Chaplaincy Centre. Full details for the schedule of the day are now available. This will be a celebration and acknowledgement of the lay ministry that takes place in our diocese. The aim is for every charge to participate.

## 1.1 Minutes from Previous Synods

### 3.3 Elections (The Dean took the Chair)

#### Diocesan Secretary

Dr. Jaap Jacobs  
Sole candidate, appointed by acclamation

#### Diocesan Treasurer

Mr Robert Main  
Sole candidate, appointed by acclamation

#### PVG Officer

Rev'd Denise Herbert has been appointed by the Bishop and ratified by Synod

#### Auditor/Independent Examiner

Bird Simpson Accountants proposed and ratified by Synod.

#### Diocesan Buildings Committee

Professor Peter Sharp was proposed and seconded and appointed.  
Mr David Rowe was proposed and seconded and appointed.  
Mr Ian Thornton-Kemsley was proposed and seconded and appointed.

#### Members of Diocesan Council

Clerical – the following were proposed and seconded and appointed:

Rev Peter Mead

Lay – the following were proposed and seconded and appointed:

Mrs. Judith Struth

#### General Synod

Clerical – the following was proposed and seconded and appointed

Rev Mark-Aaron Tisdale

The annual election of alternates (in order of election) took place:

Clergy Alternates    1 Rev Martin Allwood  
                              2 Rev Canon Mary Jepp  
                              3 Ven Canon Dr Ian Young

Lay Alternates        1 Dr. Jaap Jacobs  
                              2 Mrs Bernie Brophy-Arnott  
                              3 Mr. Grant Wilson

#### Mission Board

Diocesan Representative - the following was proposed and seconded and appointed

Rev Martin Allwood

## 1.1 Minutes from Previous Synods

### 3.4 Provincial Strategy

Bishop Andrew gave a brief report on developments in Provincial Strategy. The province has been asking, how do we use the resources, money and people, to really help the lives of the charges of the Scottish Episcopal Church. What sort of church do we want to be in 7 or 10 years' time? How would we be healthy?

The conversations have developed into the following headline areas:

Finance – A strong mandate to be brave with what we do with our money. What could we do to help our charges become healthy?

Ministry – A need for more stipendiary clergy and lay leadership. Naming, focusing and building on this leadership

Training – Producing, supporting, encouraging more and better training and development for clergy and all who are ministering.

Leadership – Need to develop senior leadership both lay and ordained. How do we help them become the leaders that our church needs?

Young People – A desire to do more for families and young people. To create stronger connections between young people and our church

Governance – Simplify the way structure of the national church to make it more effective. Simplify operations at the General Synod Office.

Bishop opened the floor to questions.

Martine van Ittersum asked, should the Primus also be the bishop of a territorial diocese as well? Possibly looking at how the leadership is organised could create an easier workload.

**Concluding Business** (The Bishop took the Chair)

Any Other Competent Business – None had been raised.

Votes of Thanks

The Bishop led the thanks to Canon Pat Millar as she retires as our Companion Links Officer. Gifts were presented and congratulations for all the work she has done.

The Bishop expressed his thanks to Rev Mark-Aaron and the team at St Mary's for hosting the Synod and their hospitality and Ian Stewart as organist. Mr. Neil Rawlins and Mr. Donald Walker from GSO; The Diocesan Officers: Bob Main, Jaap Jacobs, Dean Kenneth; Sheriff George Way, Chancellor and Assessor for the Synod; All who have served in the Diocese over the past year and all who attended General Synod and work in the Provincial structures.

For the day, Bernie Brophy-Arnott and Rev Martin Allwood for helping as tellers. Rev Roxanne was thanked for arranging the liturgy and all who took part in the service. Elliott Scarfe was thanked for admin and organisation. Finally, the Bishop thanked all the clergy and lay reps for attending: their work builds up and encourages the health of the Diocese. Dean Kenneth thanked Bishop Andrew for leading us through Synod this afternoon.

Confirmation of Acts of Synod

The Acts of Synod were confirmed and were followed by the final hymn, prayers, the blessing and dismissal.

**Dates of future Synods** Autumn Synod 25<sup>th</sup> October 2025

Spring Synod 7<sup>th</sup> March 2026

## 1.1 Minutes from Previous Synods

### Minutes Of Brechin Diocesan Synod Held Saturday 14th August 2025 online via Zoom

The Synod was constituted with a eucharist having taken place beforehand.

#### **Preliminary Business**

Apologies were received from Elaine Hammersley, Iain Turnbull, Nick Constantine, Georgie Middleton, Helen Sanderson and Peter Sharp.

Tellers: Were not appointed as a voting record was recorded through Zoom.

Roll call: 27 members of Synod were present and registered as logged into meeting.

New attendees: There were no new attendees.

#### **Opening Worship: Evening Prayer**

The Bishop led the synod in evening prayer.

#### **Business: Canonical Revision**

##### **Revision of Canon 4 (OF THE CALLING AND ELECTION OF BISHOPS TO VACANT SEES)**

Bishop Andrew briefly spoke on and explained the rationale for each of the amendments that were approved to the Canon at the General Synod in June 2025.

First change to Canon 4: 12 months to complete the process from issue of mandate rather than start of vacancy.

This Synod is asked to offer opinion on this change.

Kenneth Gibson asked if there was a discussion on limiting the delay? Bishop Andrew answered that the Faith and Order Board discussed if it should be limited possibly to 3 to 6 months.

Sue Rowe, Rev Canon Jim Benton-Evans and Rev Pete Mead, Rev Canon Michael Turner commented in agreement with the need for the canon to have a time limit added to the mandate delay.

Pete Mead also commented that the normal case of the diocesan comments being sent back to General Synod for a second vote is not happening for these particular revisions. The Faith and Order Board will be making the final decision on the two revisions on behalf of General Synod at their meeting in September. This is so they can be in place for the bishop vacancy of Edinburgh diocese that will start later in the year.

Synod then voted on the motion.

## 1.1 Minutes from Previous Synods

**Motion:** “That this Synod approve the revised text of Section 12(b) of Canon 4 so that the 12-month time limit starts from the date upon which the mandate is issued rather than when the vacancy arises, this revision as approved by General Synod in June 2025.”

The vote was advisory and was taken in Houses.

Laity: For 13; Against 0; Abstention 1

Clergy: For 6; Against 1; Abstention 1

Bishops: For 1.

Bishop Andrew thanked Synod for their vote and assured that the strength of agreement that Section 5 issue of a mandate needs to be reviewed will be fed back to General Synod.

### Second Change to Canon 4: ‘transferable’ vote takes place in Electoral Synod, not in houses

Bishop Andrew spoke on and explained the rationale for the revision to Canon 4 regarding the voting process for a new bishop. The change to 26c will read, “ this vote shall take place without division into houses, and will reflect the votes of the whole electoral synod.”

This Synod is asked to offer opinion on this change. No comments were received.

Synod then voted on the motion.

**Motion:** “That this Synod approve the revised text of Section 26 of Canon 4 requiring the transferable voting procedure to take place as a whole Electoral Synod, as opposed to ‘in houses’, this revision as approved by General Synod in June 2025.”

The vote was advisory and was taken in Houses.

Laity: For 14; Against 0; Abstention 0

Clergy: For 8; Against 0; Abstention 0

Bishops: For 1.

## Concluding Business

### Votes of Thanks

Bishop expressed his thanks for those attending tonight and the debate on the motions received. The Bishop expressed his thanks to Sheriff George Way, Chancellor and Assessor for the Synod; Diocesan Secretary Jaap Jacobs and Elliott Scarfe for organising today.

Date of Next Meeting: Saturday 25<sup>th</sup> October 2025

### Confirmation of Acts of Synod

The Acts of Synod were confirmed and were followed by Closing Prayer, and the Grace.

## 1.3 Revision of the Diocesan Constitution

### Memo Quinquennial Revision of Diocesan Constitution

Article 14 of the Diocesan Constitution charges Diocesan Council to review the Constitution at the end of each five year period and bring any recommendation for alteration to Diocesan Synod. As the current version of the Constitution was approved by Diocesan Synod in March 2020, this is the year that such a review should take place. This memo outlines the alterations that Diocesan Council, after discussion in its meeting of 7 October 2025, recommends to Diocesan Synod.

1(a) The suggested alterations to this article are updates reflecting the changes to Canons and the Digest of Resolutions that have taken place since 2020.

1(b) This article has been moved to the section regarding Boards and Committees.

2 Canon 61 specifies five Diocesan officials: Chancellor, Registrar, Secretary, Treasurer, and Auditor. The first two are Episcopal appointees, the others Synodically elected. As the Chancellor or Registrar may attend as assessor to Synod, it would improper for them to have voting rights. The Auditor is usually an external financial professional and thus also should not have voting rights. The Secretary and Treasurer as officials should not have ex officio voting rights, but may derive voting rights on another basis. The order of categories making up Diocesan Synod has been changed to reflect their houses.

3(a)

- The singular has been changed to plural when referring to lay members of Diocesan Council being ex officio members of Diocesan Synod. Clerical members of Diocesan Council are by virtue of being clerics voting members of Diocesan Synod. In order to maintain a balance in numbers between the House of Clergy and the House of Laity, voting rights are not extended ex officio to lay members of Diocesan Council, but they may derive voting rights on another basis.
- Members of provincial boards or committees from the Brechin Diocese are automatically non-voting members of Diocesan Synod.

4 Minor changes have been made to reflect the phrasing of Canon 50.7 accurately.

5 The “next meeting” is doubtlessly meant to mean “the next annual meeting” in March and this specification has been inserted.

7(a)

- Slight change to enable Diocesan Council to act when necessary while avoiding confusion over what constitutes an emergency.

7(b) is a repetition of article 4 and is therefore removed.

## 1.3 Revision of the Diocesan Constitution

NB. The order of articles 7 through 10 has been altered extensively.

8(a) Governance has been added and a few minor edits have been made.

9(b) This incorporates the changes made to the DBC's remit through the motion approved by Diocesan Council on 11 February 2025.

10. Slight change.

11. The phrasing of the article appears to have been based on the idea that the number of Clerical and Lay members of Synod is about equal, i.e. one Clergy member and one Lay member per charge. However, with the addition of Lay and Alternate Lay reps to General Synod and the increase in the number of priests serving more than one congregation, this assumption no longer holds. Therefore the definition of the quorum of Diocesan Synod has been changed into "one half of the members of each House entitled to vote."

Dr Jaap Jacobs

Diocesan Secretary

4 September 2025

## 1.3 Revision of the Diocesan Constitution

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

(Scottish Charity No SCO16813)

Approved by Diocesan Synod, 7 March 2020. Revised 25 October 2025.

#### 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~~ – **Diocesan Synods and Congregations** – of the Digest of Resolutions ~~of the of the General Synod 1997 2024~~ 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 (i.e. the House of Clergy),
- the lay members specified in Section 3 below (i.e. the House of Laity), and
- the diocesan officials as specified in Canon 61.

The Diocesan Chancellor or Registrar may also attend as assessor to the Synod.

3(a). The **House of Laity lay members of Diocesan 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 **lay** members of General Synod **elected by Diocesan Synod** under Canon 52 Section 7,
- ~~a~~ the lay members of the Diocesan Council ex officio **as non-voting members**, and
- such additional lay members as elected by the Diocesan Synod.

General Synod members **of Diocesan Synod** comprise those lay representatives or alternates elected from ~~each~~ **the** diocese. In addition, other members of the General Synod through membership of provincial boards and committees **from the Diocese of Brechin** are for their period of office **non-voting** 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~~ 7, the Bishop shall preside **at meetings of the Synod**. 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.

## 1.3 Revision of the Diocesan Constitution

### 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 **Annual Meeting of Synod.**~~meeting.~~

### Trustees

6. 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.

### Boards and Committees

~~4(b)~~ **7(a).** The Diocesan Synod's Boards and Committees shall comprise those listed in Articles 7 to 9 inclusive, hereof.

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 governance**, and **in** such matters sent to the diocese by the General Synod. ~~For avoidance of doubt~~ **As Charity Trustees**, 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. Each member of the Diocesan Council shall have one vote. The Diocesan Secretary shall act as Secretary to the Diocesan Council.

~~8(c). 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 Diocesan the Council until the next Annual Meeting of Synod when an appointment shall be made for a new three year period.

~~7(a)~~ **8(d).** ~~In case of emergency or~~ In matters in which, in its opinion, immediate action is required, the Diocesan Council shall be responsible for acting ~~in an emergency~~ on behalf of the Synod. ~~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(e)** ~~8(e).~~ The Diocesan Council shall have the power to appoint pendant or ad hoc committees or working groups **and shall have the power to appoint members for any vacancies that may arise in said committees and working groups.**

### Diocesan Buildings Committee

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.

## 1.3 Revision of the Diocesan Constitution

9(b). The ~~primary central~~ function of the Diocesan Buildings Committee is to fulfil the requirements of Canon 35. A ~~secondary function is to fulfil the role accorded to it in the Provincial Recommended Guidelines on Minimum Standards for Clergy Housing.~~ A subsidiary function is to exercise the authority to review and endorse applications on Provincial building and loan grants, net zero grants, and Rectory Green grants on behalf of Diocesan Council. 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~~

#### Quorum

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

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

13. 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

14. 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.

## 2.2 Progress and Planning for Change

### Reserves Policy Reporting

Synod Autumn Synod 2019 authorised Council to use reserves as follows: **“That this Synod authorises Diocesan Council to prudently use reserves (cash and investment) to support mission and ministry projects, subject to the condition that each project must:**

- a) **be for a fixed period of time**
- b) **have measurable outcomes**
- c) **be supported financially by local charges as well as the Diocese**
- d) **be outlined in a written agreement which is communicated to Diocesan Synod and followed up by annual progress reports.”**

Over the years, this has translated into the Transitional Ministry, Reviewed Stipend Support and Children and (up to 2024) the Children & Youth Officer Post.

The C&Y Officer came to the end of the three year initial period and hanged to being funded from Diocesan revenue income, so is no longer a reserves funded project.

Each of the supported clergy posts (listed below) has a memorandum of agreement between the charges and the Diocese that defines e.g. charge & diocesan share of finance, measurable outcomes such as working practices or other elements of ministry/mission.

The fixed period of time has been explicit for Transitional Ministry posts from 2019 to 2024: each priest was appointed on an assumed three year basis. As we have extended them, and with new supported appointments being made in the Diocese, the priests have open-ended licenses, but the process of regular review maintains the requirement for fixed periods of time (usually five years budget, with annual reviews) for financial approval.

### Annual Progress Report on Supported Ministries 2023-24

The accounts for 2023-24 report the financial support given to ministries on page 31 of the document. This financial support is made up of Mission and Ministry Support and Stipend Transitional Funding from the General Synod of the SEC, income from the Unit Trust Pool with restrictions for that purpose and the use of Diocesan reserves under the above policy. The St John’s Fund and Mobus Fund were the reserves used, both of which are funds recently received by the Diocese and designated for this purpose by Diocesan Council. No quota or other regular Diocesan income was used for support in 2023-24.

Of the total £92,359 of mission and ministry support in financial year 2023-24 some £28,905 of these unrestricted (designated) reserves were used to support mission and ministry projects in the Diocese.

In the 2023-24 year, the four projects supported, funds used and overview of achievements were:

Transitional Ministry at Invergowrie and St Salvador’s: £6,787. This was the final element of stipend support as the priest moved on to another post. As reported last year, the transitional ministry has shown that stipendiary ministry will not work for one of the charges: that is an outcome in itself. Invergowrie are continuing to work towards the supported appointment of a stipendiary cleric in partnership with St Margaret’s Lochee.

## **2.2 Progress and Planning for Change**

Ministry at Carnoustie and Monifeith: £7,642. This supported ministry finished as a three-year transitional ministry and is now a longer-term reviewed ministry, with ongoing review. The ministry continues to support the pastoral and worshiping lives of both charges, bringing a stable SEC presence in those Angus towns and encouraging the development of ministry teams.

Ministry at Stonehaven and Muchalls: £9,928. This supported ministry also finished as a three-year transitional ministry and is now a longer-term reviewed ministry. The priest is retiring later in 2025 and the intention, following review, will be to recruit a priest to continue this supported ministry. This ministry has successfully supported fulltime stipendiary ministry in the north of the Diocese, after many years of other models of leadership. The ministry has resulted in significant community engagement in Stonehaven town.

Transitional Ministry at St Martin's Dundee and Priest for Outreach at the Cathedral: £4,548. This figure is the final expenditure for this shared ministry. A supported model of ministry is now planned for St Martin's and St Mary Magdalene's Dundee.

### **Future Plans**

In the present year, the following ministries are being supported through the prudent and managed use of reserves under the oversight of Diocesan Council:

- Carnoustie & Monifieth
- Muchalls & Stonehaven
- Invergowrie and St Margaret's Lochee (due to start in November 2025)
- St Martin's and St Mary Magdalene's Dundee (with a live recruitment at present)

These will be reported on in future Synods.

### 3.1a) Diocesan Budget for Financial Year Dec 2025-Nov 2026

Income	2025 Budget	2025 Actual at Month 10	2026 Budget	Comments	Expenditure	2025 Budget	2025 Actual at Month 10	2026 Budget	Comments
	£	£	£			£	£	£	
<b>Bishop Income</b>					<b>Bishop Expenditure</b>				
Dunderdale	16300	13800	18960	Increased from MMSG for 2026	Stipend	51297	42664	54572	6% increase
Episcopal Income Fund	6327	7368	7443	Distribution at £1 per unit held	Employers NI	5823	5410	7436	Increased for 2025/26 rates
Employers Allowance	5000	3481	7436	Increased Employers Allowance 2025/26	Pension	7804	6546	8004	22% of Standard Stipend
					Travelling etc	4000	1752	4000	
	27627	24649	33839		House Insurance	800	742	900	12.5% increase
					Council Tax (F)	3465	2804	3850	10% increase
<b>General Fund Income</b>					Repairs to House	1500	0	2500	
Interest & Investment Income	20000	18100	24000	15% increase + Victoria Road flat investment		74689	59918	81262	
lowa UTP Fund	7550	8793	8882	Distribution at £1 per unit held					
Rent	3000	2380	0	Disposal of Victoria Road flat	<b>Office Expenditure</b>				
Bishops Ministry Fund	4865	5665	5723	Distribution at £1 per unit held	Bishop's P.A. Salary, NI & Pension	20845	17856	22372	6% increase
St Lukes	20000	16660	21200	6% increase	Finance Support Salary, NI & Pension	0	0	22372	New post
Benefact Trust	4800	0	9600	Distribution for years 2026 - 2029	Staff Accommodation	0	0	5000	New expenditure
Deans Allowance	3800	3060	4200	Increased from MMSG for 2026	Printing, Post, Stationery	700	357	500	
SEC M & M Grant	54999	41249	57747	Increased from MMSG for 2026	Telephone	100	0	100	
Diocesan Bookeeping Income	0	0	11186	New income stream	Insurance	1815	0	2100	15% increase
					Sundries	250	86	250	
	119014	95907	142538			23710	18299	52694	
Total Income before quota	146641	120556	176377		<b>General Expenditure</b>				
					Training & Clergy Support	6500	1383	6500	
<b>Quota Calculation</b>					Travel & Exps for Children and Youth	1500	835	1000	Reduced hours
Income before quota	146641	120556	176377		Place for Hope	2000	700	1000	
					Companion Diocese Prov	1500	0	1500	
Expenditure					Grapevine / Communication	500	0	0	
Diocesan Expenditure	223353	164403	250763	See other column =>	Diocesan Synod Expenditure	1200	583	1200	Food + Donation towards utilities
Provincial Quota	47925	35944	50554	Increased from MMSG for 2026	Children & Youth & Other	22598	19408	9582	Hours reduced from 17.5 per week to 7 per week
					Stipend Support (non Mobus)	68556	56471	73625	Non-MMSG
					(Estimated figures)				St Ninian's: £18,190
									St Luke's: £37,245
									St Mary's Arbroath: £18,190
									Inc. Sage Licence
Total expenditure	271278	200347	301317		Audit and Accounting Fee	12000	0	14000	Includes Payroll Fee
					Admin. Expenses	250	1110	1250	
					Other Properties - repairs	3000	1375	3000	
					Web Upgrade/Maintenance	2500	2111	1000	Maintenance/hosting fees only
Quota required to balance	124637	79791	124940	Actual figure needed to break even	Deans Expenses	2850	2210	3150	Increased from MMSG for 2026
						124954	86186	116807	
					<b>Total Expenditure</b>	<b>223353</b>	<b>164403</b>	<b>250763</b>	
Diocesan Quota Requested / Paid	119947	97524	125944	5% increase					
Budget outturn	-4690	17733	1004						

### 3.1b) Diocesan of Brechin 2026 Quota Allocation

Diocese of Brechin										
Quota requested from Churches										
2026 Quota Allocation										
	QUOTA ASSESSABLE INCOME			3-year	3-year	% of 3-year	Quota	Quota	Change	% Change
	2022	2023	2024	Totals	Average	Average	2025	2026		
	£	£	£	£	£	Total	£	£	£	
Cathedral	206827	192776	168558	568161	189387	22.61%	29280	28476	-804	-2.74
Arbroath	36773	32744	42548	112065	37355	4.46%	5252	5617	+365	+6.95
Auchmithie	433	1213	1565	3211	1070	0.13%	85	164	+79	+92.94
Broughty Ferry	70341	71814	72114	214269	71423	8.53%	10532	10743	+211	+2.00
Bervie	9308	9196	9601	28105	9368	1.12%	1345	1411	+66	+4.91
Brechin	25628	40661	35075	101364	33788	4.03%	4665	5076	+411	+8.81
Carnoustie	21121	22905	27970	71996	23999	2.86%	3468	3602	+134	+3.86
Catterline	4395	3251	2607	10253	3418	0.42%	492	529	+37	+7.52
Drumlithie	6085	7201	7729	21015	7005	0.84%	925	1058	+133	+14.38
Drumtochty	4368	5194	7041	16603	5534	0.66%	600	831	+231	+38.5
Fasque	7471	8221	7517	23209	7736	0.92%	985	1159	+174	+17.66
Glencarse	38693	42425	50002	131120	43707	5.22%	6022	6574	+552	+9.16
Invergowrie	25345	26150	26800	78295	26098	3.11%	3852	3917	+65	+1.69
Laurencekirk	7795	7433	6849	22077	7359	0.88%	1165	1108	-57	-4.89
Monifieth	28171	30092	34003	92266	30755	3.67%	4140	4622	+482	+11.64
Montrose	43438	49766	50680	143884	47961	5.72%	6360	7204	+844	+13.27
Muchalls	29912	35110	33053	98075	32692	3.90%	4475	4912	+437	+9.76
St Luke	35628	27235	45537	108400	36133	4.31%	4775	5428	+653	+13.67
St Margaret	17634	16714	14544	48892	16297	1.95%	2484	2456	-28	-1.13
St Martin	19408	24376	25065	68849	22950	2.74%	3215	3451	+236	+7.34
St Mary Magdalene	62565	73284	67867	203716	67905	8.10%	10030	10201	+171	+1.70
St Ninian	31243	30161	22094	83498	27833	3.32%	3935	4181	+246	+6.25
St Salvador	27269	46378	42201	115848	38616	4.61%	5255	5806	+551	+10.48
Stonehaven	42285	52481	53205	147971	49324	5.89%	6610	7418	+808	+12.22
<b>Totals for all Charges</b>	<b>802136</b>	<b>856781</b>	<b>854225</b>	<b>2513142</b>	<b>837714</b>		<b>119947</b>	<b>125944</b>		

# Membership of Diocesan Synod 2025

## Diocese of Brechin Report of the Election of Lay Representatives and Alternates for 2025

<b>1. ARBROATH</b> LR Mrs Deborah McDonald ALR Mr Bernard King	<b>13. DUNDEE ST PAUL'S CATHEDRAL</b> LR Dr Aileen Black ALR Dr Martine Van Ittersum
<b>2. AUCHMITHIE</b> LR Mrs Tracy Cuthill ALR Mrs Margaret Brown	<b>14. DUNDEE – ST SALVADOR</b> LR Mr Martin Andrews ALR Vacancy
<b>3. BRECHIN</b> LR Mrs Elizabeth Matheson ALR Vacancy	<b>15. FASQUE</b> LR Mr Ian Thornton-Kemsley ALR Vacancy
<b>4. BROUGHTY FERRY</b> LR Mrs Elaine Hammersley ALR Vacant	<b>16. GLENCARSE</b> LR Mrs Pam Murray ALR Mrs Susan Beattie
<b>5. CARNOUSTIE</b> LR Ms Jean Fenwick ALR Mr Grant Wilson	<b>17. INVERBERVIE</b> LR Mr John Hitchon ALR Mrs Mary Bowker
<b>6. DRUMLITHIE</b> LR Mr Nicolas Constantine ALR Vacancy	<b>18. INVERGOWRIE</b> LR Mrs Val Beveridge ALR Mrs Barbara Currie
<b>7. DRUMTOCHTY</b> LR Mrs Helen Sanderson ALR Vacancy	<b>19. LAURENCEKIRK</b> LR Mrs Helen Sanderson ALR Mrs Michelle Constantine
<b>8. DUNDEE- ST LUKE</b> LR Ms Gillian Campbell ALR Mrs Helen Stewart	<b>20. MONIFIETH</b> LR Mrs Fiona Buchan ALR Mrs Linda Walls
<b>9. DUNDEE – ST MARGARET</b> LR Mrs Bernie Arnott ALR Vacancy	<b>21. MONTROSE</b> LR Mrs Judith Chaffer ALR Mr Harold Jack
<b>10. DUNDEE – ST MARTIN</b> LR Mr Iain Turnbull ALR Vacancy	<b>22. MUCHALLS</b> LR Mrs Irene Butler ALR Mr Steven Coull
<b>11. DUNDEE – ST MARY MAGDALENE</b> LR Mrs Denise Scobie ALR Mr. John Armstrong	<b>23. STONEHAVEN with CATTERLINE</b> LR Professor Peter Sharp OBE ALR Mr David Fleming BEM
<b>12. DUNDEE – ST NINIAN</b> LR Mrs Fiona McRitchie ALR Mrs Brenda Ivey	<b>24. TARFSIDE</b> LR Mr Peter Nelson ALR Mr Kenneth Goddard

# Membership of Diocesan Synod 2025

**Bishop:** Rt Rev Andrew Swift  
**Diocesan Office c/o Bishop's House, 5 Ballumbie View, Dundee,  
DD4 0NQ**  
01382 459569

## Diocesan Officials

**Chancellor:** Sheriff George Alexander Way of Plean

**Registrar:** Mr John Thom

**Secretary:** Dr Jaap Jacobs

**Treasurer:** Mr Bob Main

**Safeguarding Officer:** Reverend D Herbert

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

**ARBROATH** The Church of St Mary the Virgin, 2 Springfield Terrace, Arbroath DD11 1EL  
Clergy: The Reverend Peter Mead  
Lay Rep: Mrs Deborah McDonald  
Alt. Lay Rep: Mr Bernard King

**AUCHMITHIE** The Church of St. Peter, DD11 5SQ  
Clergy: The Reverend Peter Mead  
Lay Rep: Mrs Tracy Cuthill  
Alt. Lay Rep: Mrs Margaret Brown

**BRECHIN** The Church of St. Andrew, Argyll Street, Brechin, DD9 6JL  
Clergy: The Reverend Canon Jim Benton-Evans  
Lay 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  
Lay Reader: Mrs Susan Rowe  
Mrs Elaine Hammersley  
Lay Rep: Mrs Elaine Hammersley  
Alt. Lay Rep: Vacant

**CARNOUSTIE** The Church of the Holy Rood, Maule Street, Carnoustie. DD7 6AB  
Clergy: The Reverend Martin Allwood  
Assistant Curate: Rev Enza Gibson  
Lay Reader: Mrs Jean Fenwick  
Lay Rep: Mrs Jean Fenwick  
Alt. Lay Rep: Mr Grant Wilson

## Membership of Diocesan Synod 2025

<b>CATTERLINE</b>	See Stonehaven
<b>DRUMLITHIE</b>	The Church of St. John the Baptist, Church Road, AB39 2YS
Clergy:	Vacant
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:	Vacant
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:	Mrs Helen Stewart
Alt. Lay Rep:	Mr Steven Waller
<b>DUNDEE:</b>	The Church of St. Margaret, 17 Ancrum Road, Lochee, Dundee DD2 2JL
Clergy:	Interim Rector: The Rev Ashley Cummins
Lay Rep:	Mrs Bernie Arnott
Alt. Lay Rep:	Vacant
<b>DUNDEE:</b>	The Church of St. Martin, Derby Street, Dundee, DD3 6RL
Clergy:	Vacant
Reader:	Mr Iain Turnbull
Lay Rep:	Mr Iain Turnbull
Alt. Lay Rep:	Vacant
<b>DUNDEE:</b>	The Church of St. Mary Magdalene, Dudhope Crescent Road, Dundee, DD1 5RR
Clergy:	Vacant
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 Kenneth Gibson
Lay Rep:	Mrs Fiona McRitchie
Alt. Lay Rep:	Mrs Brenda Ivey
<b>DUNDEE:</b>	The Cathedral Church of St. Paul, Castlehill, Dundee, DD1 1TD 01382 224486
Clergy:	The Very Reverend Roxanne Campbell
Lay Rep:	Dr Aileen Black
Alt. Lay Rep:	Mrs Cathy Mitchell

## Membership of Diocesan Synod 2025

<b>DUNDEE:</b>	The Church of St Salvador, Church Street, Dundee, DD3 7EW
Clergy:	Vacant
Lay Rep:	Mr Martin Andrews
Alt. Lay Rep:	Vacant
<b>FASQUE:</b>	The Church of St Andrew, Fettercairn, AB30 1DN
Clergy:	Vacant
Reader:	Mrs Georgina Middleton
Lay Rep:	Mr Ian Thornton-Kemsley
Alt. Lay Rep:	Vacant
<b>GLENCARSE:</b>	The Church of All Saints, Main Street, Glencarse, PH2 7LX
Clergy:	The Ven Canon Dr Ian Young MBE
Lay Rep:	Mrs Pam Murray
Alt. Lay Rep:	Mrs Susan Beattie
<b>INVERBERVIE:</b>	The Church of St. David of Scotland, Victoria Terrace, Inverbervie, DD10 0PS
Clergy:	The Reverend Canon Jim Benton-Evans
Readers:	Dr Peter Smart Mr Harold Jack
Lay Rep:	Mr John Hitchon
Alt. Lay Rep:	Mrs Mary Bowker
<b>INVERGOWRIE:</b>	The Church of All Souls, Main Street, Invergowrie, DD2 5BA
Clergy:	Interim Rector: The Reverend Canon Fay Lamont
Lay Rep:	Mrs Valerie Beveridge
Alt. Lay Rep:	Vacant
<b>LAURENCEKIRK</b>	The Church of St. Laurence, High Street, Laurencekirk, AB30 1BH
Clergy:	Vacant
Reader:	Mrs Georgina Middleton
Lay Rep:	Mrs Helen Sanderson
Alt. Lay Rep:	Mrs Michelle Constantine
<b>MONIFIETH:</b>	The Church of the Holy Trinity, 99 High Street, Monifieth, DD5 4AB
Clergy:	The Reverend Martin Allwood
Assistant Curate	Rev Enza Gibson
Lay Rep:	Mrs Linda Walls
Alt. Lay Rep:	Mrs Fiona Buchan
<b>MONTROSE:</b>	The Church of St Mary and St Peter, Mid Links, Montrose, DD10 8HD
Clergy:	The Reverend Canon Jim Benton-Evans
Readers:	Dr Peter Smart Mr Harold Jack
Lay Rep:	Mrs Judith Chaffer
Alt. Lay Rep:	Mr Harold Jack

## Membership of Diocesan Synod 2025

<b>MUCHALLS:</b>	The Church of St Ternan's, Muchalls, AB39 3PP
Clergy:	The Reverend Canon Mary Jepp
Lay Rep:	Mrs Irene Butler
Alt. Lay Rep:	Mr Steven Coull
<b>STONEHAVEN:</b>	The Church of St. James the Great, Arbuthnott Street, Stonehaven, AB3 2JB 01569 764473
Clergy:	The Reverend Canon Mary Jepp
Reader:	Mrs Arma Iles
Lay Rep:	Professor Peter Sharp OBE
Alt. Lay Rep:	Mr David Fleming BEM
<b>TARFSIDE:</b>	The Church of St. Drostan, Glenesk, via Brechin, Angus, DD9 7YX
Clergy:	Vacant
Lay Rep:	Mr Peter Nelson
Alt. Lay Rep:	Mr Kenneth Goddard
<b>UNIVERSITY OF DUNDEE:</b>	Chaplaincy
Clergy:	The Reverend Professor Annalu Waller

# **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.
- (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

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

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 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.

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- (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.

### **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

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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.

### Boards and Committees

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

# Constitution of Brechin Diocesan Synod (2020)

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

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

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

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

Each member of the Diocesan Council shall have one vote.

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

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

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

## Members and Conveners

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

## Quorum

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.

# Constitution of Brechin Diocesan Synod (2020)

## 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.

## NOTES