



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

**Spring Synod Meeting
Saturday 27th February 2016**

**10.15am – 4pm
Carno Community Centre
Carno, Caersws SY17 5LH**

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1. Notices for the Day

1.1 Welcome to our Synod Meeting

1.2 Car Parking

There is plenty of free parking.

1.3 Food and Drink

Please bring a packed lunch. Tea and coffee will be provided on arrival and during the lunch break.

1.4 Visitors

Anyone from any church in the Synod may attend, and may speak if the Moderator allows it, though only *members* of Synod may vote.

1.5 On Arrival

For Synod reps: Please collect a name badge, a printed copy of the Synod papers *if you have requested one* and an expenses form. You may claim the cost of public transport, or car travel at 25p per mile: please travel with others if possible. Please complete your expenses form with your bank details and leave it in the box before you leave: payment will be made electronically soon afterwards. If you would like the Synod to claim Gift Aid on your expenses, please complete the section on the reverse of the form. Please exchange your attendance card (Appendix 5) for a voting card, which should be returned at the end of the meeting.

For visitors: Please collect a name badge and a printed copy of the Synod papers if that would be helpful.

1.6 Fair Trade

Lis Perkins from Just Shopping in Conwy will be present with a stall selling a wide range of Fair Trade products. See enclosed flier to order in advance.

1.7 Bookstall

Churches Together Bookshop will be running a bookstall.

1.8 Children and Young People

Young people from churches in the Synod are very welcome to attend Synod meetings alongside adult representatives from their churches and taking account of Safeguarding requirements. There will be no separate activities for children and young people on this occasion.

1.9 **Photographic Permission**

Permission is required for any photographs taken during Synod meeting to be shared. Forms for this purpose will be given out as necessary.

1.10 **Envelopes**

There may be envelopes for you to collect with fliers enclosed for your information. Please note that the inclusion of such material should in no way be interpreted as endorsement by the Synod.

1.11 **Big Day Out**

Please note and advertise the date of this year's Big Day Out, Saturday 2nd July (see Appendix 2).

1.12 **The next Synod Meeting will be held on:** Saturday 15th October 2016 at Carno Community Centre.

2. Introduction

Dear Friends,

Things change. Sometimes we accommodate change as an improvement or natural progression, other times it feels that changes are overwhelming us and our choices are limited. Then we need to react creatively to see if we can change the circumstances or frame the problem in different way. When we can't change the circumstances, we consider whether we can change our attitude to them.

Jesus used parables to help his hearers see things from a different perspective. The prophets used stories or images to challenge the people around them to react to their situation differently. I have been thinking about telephones.

When I was a boy, the telephone was in the hall, the place where letters came through the door and telegrams were delivered - where communication was received. The phone was moved into the lounge, the place where people sat and chatted, but it was still wired into the wall and the handset connected to the base by a spiral flex that got tangled with use. When our children were small it was easy to set up extensions to pick up the phone in different parts of the house, and cordless phones gave freedom to talk on the phone in the garden. Then came mobiles; no longer tied to a land line or a place, we had the power to talk wherever there was a signal. As well as talking there was texting, and more than communication there were games. In the last ten years, smart phones have become more common, with more computing power than the moon lander. We can talk, text, email, link in to social media and connect to the World Wide Web. Not everyone has embraced the change or felt the need for a mobile, or to upgrade to a smartphone. Some are concerned that it will take over their lives, or that being glued to a phone actually gets in the way of communicating face to face with other people. Even so, the smart phone has become a powerful and useful tool. In some countries in Africa, they have skipped over a landline infrastructure altogether and gone straight to smartphones for communication, computing and currency transfer.

So how does this relate to our church, the agenda for our meeting, and the information in these papers?

Phones are for communication. Churches are for mission: for doing God's work in the place where we are. We may do different things, but that's our primary purpose. However, we will need a fresh emphasis on faith as something we take with us everywhere we go, that we check all the time. We may need less anxiety about church attendance, where we access God in a particular place,

and move to ensuring that our people stay connected with God and each other for the whole of the week.

Ministers are to serve churches and offer leadership in mission. We are adjusting to the idea that ministers may no longer be wired into one church building, but will be more mobile: connecting with people when needed; connecting us up with resources and people who can offer support and experience.

We are connected. Although we value local churches as the primary agents of God's mission, we also recognise that we cannot be the whole Church, with the whole truth, on our own. When Synod Meeting works best, it helps us to develop as people of faith and compassion who respond to the people around us, and to be people of hope who work for a fairer world. Together we can grow as communities of disciples who become sign posts pointing to God, instruments God uses to build the Kingdom, and a foretaste of what that Kingdom is like. It may have been easier to create this for our day and culture without the infrastructure of buildings and attitudes that we have inherited from the past, but if we are willing to make the connections, God will find us useful in the future.

Some people may feel that the analogy between churches and smart phones is a poor one. They feel no need for a smart phone, or get frustrated by them, and can't see the relevance. Many people appear to feel the same way about churches.

There is a lot bubbling under the surface of these papers: please read them in preparation for the meeting, and talk to other people in your church about them. At the meeting we also aim to share ways of engaging with the society of which we are part. Please look at the agenda and think about what you have to contribute to the discussions.

With prayers,

Simon

3. Agenda

Please note that the agenda may be subject to change as the meeting progresses

It would be helpful if you supplied questions on the reports in advance to the Synod Clerk. This will in no way restrict the possibility of raising questions from the floor.

10:15 Gathering and Refreshments

11:00 Worship
including the Induction of Mr Patrick Hickey as a Synod Elder

Introductions and Notices

Minutes of Last Meeting (<http://goo.gl/vw00Co>)
Matters Arising

11:30 Nomination of Moderator of General Assembly (Ministerial) 2018-20

Big Day Out 2016

Living Wage Accreditation

Reports to Synod

12:20 Cytûn: Reflections on the Welsh Government Elections

12:40 Legacy Giving

13:00 Lunch

14:00 Introducing Good Practice 4

14:30 Engaging with Education

Mission Development Fund – Amended Procedure (including the facility for bridging finance)

15:15 Worship and Close

4. Moderator of General Assembly 2018-2020

**LOCAL CHURCH NOMINATIONS FOR
MODERATORS OF GENERAL ASSEMBLY 2018-2020**
for ballot at Synod on Saturday 27th February 2016

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

Name of Minister or CRCW:	Revd John Ll. Humphreys
Nominee's Local Church: <i>(i.e. Church where nominee has membership)</i>	Moderator, National Synod of Scotland
Statement in support of your nomination: <i>** Please note the request that your statement does not exceed 100 words **</i>	<p>John Humphreys has twice been Synod Moderator: first of National Synod of Wales and, currently, National Synod of Scotland. He has convened Assembly committees on Communication and Editorial and Education and Learning. He has the gift of leading quietly and his understanding of the URC is as deep as it is wide.</p> <p>John has spoken of how his faith has sustained him over many years. He sees change as a chance for churches to see themselves 'on the brink of something new' rather than looking back to the past. Off duty, he has twin passions for opera and the Archers.</p>
Name of Church submitting this nomination:	City United Reformed Church Cardiff
Please indicate whether the nomination comes from Elders' Meeting or Church Meeting:	Elders' Meeting
Contact details of person submitting this nomination <i>(in case the Clerk needs to liaise before publication of Synod papers)</i>	Revd Shelagh Pollard shelagh@dspollard.org.uk

Resolution 1:

Synod Meeting nominates the Revd John Ll. Humphreys as Moderator of General Assembly 2018-20

5. Living Wage Accreditation



At its meeting in January 2016 the United Reformed Church (Wales) Trust Company Limited resolved to accredit as a Living Wage Employer. The first religious institution in Wales to do so.

The Living Wage is currently £8.25 per hour outside London.

If your church or chapel employs someone (or even contracts with someone for a service such as cleaning or caretaking) perhaps you, too, could consider accrediting?

See www.livingwage.org.uk for more details.

Resolution 2:

Synod Meeting, rejoicing that the United Reformed Church (Wales) Trust Company Limited has accredited as a Living Wage Employer, calls upon all local churches that employ people – whether directly or indirectly – to consider accrediting themselves.

6. Synod Council

6.1 Synod Purpose, Priorities and Strategy

Work on these vital aspects of the Synod's work is ongoing. It is hoped to have a report ready for consideration by the October 2016 Synod Meeting.

Synod Council has approved the Synod Purpose (see Appendix 1) which will be presented to Synod in October 2016.

6.2 Safeguarding

A presentation about Good Practice 4 will be given during the Synod Meeting.

Synod Council has approved a Synod Safeguarding Policy that applies to the Synod only, and to Synod events only, it does not in any way apply to local churches, nor does it replace Good Practice 4.

The following principles undergird the Synod Safeguarding Policy:

- Safeguarding is taken seriously by the National Synod of Wales.
- We will encourage good practice in safeguarding in local churches within the Synod
- We will seek to establish a caring environment in which there is an informed vigilance about the dangers of abuse
- We will appoint a Safeguarding Officer and a Safeguarding Advisory group, whilst recognising that safeguarding is everyone's responsibility
- We will organise activities in such a way as to promote a safe environment and minimise the risk of harm to children and adults
- We will follow a safer recruitment process for the selection and appointment of people to work with children or adults in need of protection, whether voluntary or paid, lay or ordained
- We are committed to providing support and supervision, resources and training, to those who work with children and adults
- We will use rigorous and careful supervision to protect people from the risks associated with known offenders within the Synod
- All concerns and allegations of abuse will be responded to appropriately, including referring to the Police and Social Care if necessary, either Adult or Children's
- We will co-operate with the Police, Children's and Adults' Services in any investigation, will follow multi agency decisions and will maintain confidentiality of any investigations to those directly involved

6.3 **26 and Under Representatives to General Assembly**

A paper was considered suggesting a possible mechanism for linking the number of 26 and under representatives from each Synod to that synod's lay representatives to General Assembly. In the light of comments received in response to a consultation with the FURY Advisory Board it was decided not to pursue this for General Assembly 2016, but to continue the consultation and hope to be in a position to take an agreed document to Assembly 2018.

6.4 **General Assembly 2016**

The following have been approved as representatives to General Assembly 2016:

Ministerial	Lay
Adrian Bulley	Victoria Turner (EW) *
Kirsty Mabbott (EW) ⁺	Brad Turner (EW)
Phil Wall (SW) ⁺	Chris Atherton
David Salsbury (NW)	<i>tba</i>
Sally Thomas	<i>tba</i>

* 26 and under

⁺ newly ordained/commissioned

7. Synod Elders

7.1 Deployment

The pace for synods and churches to “do things differently” is accelerating in the light of reducing budgets and future projections of minister numbers. Wales needs to look forward and to plan ahead. Meetings are taking place in each Region to consider future ministry in its widest sense (i.e. not just focussing on stipendiary ministers and deployment).

7.2 Local Ministry and Mission Review

Synod Elders have accepted principles for the implementation of Local Ministry and Mission Review (LMMR) across southern Wales, bearing in mind that each local church and chapel is unique and no single set of guidelines is immediately applicable without taking local factors into account.

It is emphasised that LMMR is not about inspection, but is a vehicle to help churches to focus on achievements and to outline their hopes, aspirations and needs for the future.

The role of Companions was considered by the Synod Elders. Recruitment to this vital role is already under way, and training for companions will be organised in the near future.

7.3 Authorisation to Preside at Sacraments during 2016 was approved for:

Alun Jones and John Rhys (Beulah)
Chris Byrne and Peter Devaney (Buckley)
Idris Jones (Canton)
Derek Jones (Parkminster)

7.4 Ministerial Vacancies

The Brecon Beacons Pastorate has issued a call to the Revd Steven Whiting which he has accepted. The Induction will take place later in 2016; details to follow.

Training and Development Officer (South) – In the light of a lack of interest in this part-time post, consideration is being given to other options for fulfilling the role.

7.5 Synod Elder Election – South Wales

An election for a new Synod Elder in the South Wales Region has been held. Ten of twenty-two local churches in the Region responded by the deadline that they supported the election of Mr Patrick Hickey, an Elder of City United Reformed Church, Cardiff.

8. Finance and Property Board

8.1 North Wales Region

St. John's Flint with Bagillt FPB and Trust approved property proposals concerning the installation of a new kitchen subject to the submission of paperwork concerning control of asbestos.

Holywell The application submitted to Cadw for de-listing the premises was unsuccessful as were enquiries with social housing providers. A Report and Valuation on disposal is being considered by Church meeting.

Gloddaeth, Llandudno Church has provided confirmation of approval of project by PCW and asked for release of URC custodial fund under a Deed of Trust to be delayed until building works are commenced in autumn 2016.

United Church in Rhyl Application for listed building consent is being finalised; details of heads of agreement are in preparation to allow the Trust to commence work on the renewal of lease of part of the premises to CAB. FPB and Trust supported an application for assistance from the URC Legacy Fund.

8.2 East Wales Region

Heads of the Valleys Pastorate Manse Despite offering numerous dates to invite representatives of the pastorate to meet with FPB and Trust no meeting has taken place.

New Bethel, Mynyddislwyn work to repair the retaining wall of the burial ground is underway under the oversight of the Church architect.

Bettws Manse programme of repairs and redecoration completed.

Libanus with Barham, Ebbw Vale appointed an architect to assist them to investigate dry rot and prepare specifications for repairs.

Tabernacle, Llanvaches As a consequence of the recent decision to base the Synod Training and Development Officer South post in the Swansea Region with accommodation at Gowerton, FPB declared the termination of the agreement relating to shared use of the Llanvaches manse between the pastorate and Synod.

8.3 South Wales Region

Barry Uniting Church FPB and Trust approved a Church meeting resolution to commission design plans for new church premises; to apply for grants and for the release of the funds held from the sale of Windsor Road URC.

Porth FPB and Trust approved a Church Meeting resolution to close in May 2016 and dispose of the premises for affordable housing. Enquiries being progressed with Rhondda Housing to determine feasibility of a scheme.

Christchurch, Llandaff North FPB and Trust approved a church meeting resolution to close in January 2016 and dispose of the premises.

Senghenydd and Abertridwr proposals being developed to repair and improve the premises for mission related activities.

8.4 Pembrokeshire Region

Tabernacle, Pembroke Major building project underway.

Templeton the project now appears to require some additional funding and applications are to be made to the Jessie Monroe Fund; Synod MDF and Welsh Church Acts Funds. The graveyard boundary wall has been repaired.

Keyston The church has received a free pack of trees to plant on the unused area of its burial ground.

Martletwy Sue Cole and Chris Atherton met with the landlord's agent in December. An agreement to offer the property for sale jointly should be confirmed. R K Lucas will act as the selling agent.

Albany A local conservation architect has been appointed by the Church to help them consider the two phases of work to their premises.

8.5 Mid Wales Region

Tabernacle URC Rhayader: Schoolroom demolition has been completed.

Carmel, Nantmel All attempts to identify the neighbouring landowner have been unsuccessful. A treatment contract for Japanese Knotweed has been initiated and a new rear fence has been erected to correctly reflect the land held by the Church. Evidence of a marketing campaign has to be provided before our agent can submit an application to a change of use to residential. It is likely to be the autumn before the property can go to auction.

Beiliheulog Sue Cole and Colin Grimes visited the church to meet with church members to discuss urgent treatment of dry rot; the idea of extending the burial ground; and to listen to concerns about the future viability of the church.

Welshpool church has submitted an application for consent to replace windows.

Newtown Synod Clerk and Moderator met with the Church members to consider their future. Church roof is leaking and has resulted in a dry rot outbreak. A Church Meeting will be held at the end of January.

8.6 Usk/Wye Region

Pennorth Architect appointed and plans being finalised ready for tendering.

Talgarth The Church continue to consider their options for relocation to new premises.

Hanover, Llanover Sue Cole and Moderator met with the Minister and Church Treasurer to explain what had been agreed in principle by Monmouthshire County Planning and Housing Officers. It was confirmed that there could be no provision of a manse on the land which is subject to the Agricultural Tenancy with the Llanover Estate. A Church Meeting was held subsequently which decided not to proceed with a sale of land for affordable housing or to regain possession of the agricultural land for any other use.

8.7 **Mission Development Fund**

FPB approved a grant of £10,000 to Llanfair, Penrhys to support the salary costs of an education worker.

Amendment to MDF Policy: **Bridging Funding for Church Projects**

Proposals had been considered to allow bridging funding to be made available. The revised policy and procedures appear in Section 9 of these reports, and are presented for approval.

8.8 **Synod Manse Fund** FPB approved a request for a grant of 25% of the actual costs of adding a downstairs WC to the *Christ Well Manse*

8.9 **Synod Property Committee Matters**

St. David's Uniting Church, Pontypridd: Form 3A issued for proposals to install blinds to 14 windows in the gallery.

New Bethel, Mynyddislwyn: Form 3A issued for proposals to repair and stabilise sections of the retaining boundary wall to the burial ground.

Tyddyn Street, Mold Like for like application approved by LBAC for architect led scheme to repoint external stonework

Abergavenny it was confirmed that the proposal to replace windows at the Church constituted a full application – rather than 'like for like'. The Church and their architect have been informed and LBAC await an application.

Rhyl The application submitted to LBAC lacked sufficient detail. The Church has been informed of what is necessary to validate their application and it is understood that their architect is preparing this.

Quinquennial Inspections on listed Church buildings no response had been received to the Synod Clerk's request dated 3rd November 2015 for information concerning arrangements for a quinquennial building inspection at Cardiff, St. Andrews URC.

8.10 **Listed Places of Worship Roof Repair Fund** The second round of this grant programme was launched late in 2015. Churches have been alerted and support offered. More details may be found on the website including a very helpful worked example of an application

<http://www.lpowroof.org.uk/>

- 8.11 **Historic Environment (Wales) Bill** continues to make its way through the Assembly. A number of interesting committee stage discussions have taken place which have led to opportunities for engagement with AMs on issues relating to places of worship.
- 8.12 **Sanctaid** continues to look for trustees to bring skills and enthusiasm to their work for those caring for places of worship in Wales. Nominations are welcome from the URC. The recent retirement of both John Winton and Chairman, Philip Morris, reduces the ability of the charity to address the priorities set out in the Welsh Government's ***Strategic Action Plan for Historic Places of Worship*** which is due to be launched by Ken Skates AM, the Deputy Minister for Culture, Sport and Tourism on 28 January. The first stage of the plan is to establish a Welsh Places of Worship Forum. It is intended to consider membership and terms of reference for the Forum at the launch event.
- 8.13 **Wales Synod Manse Policy** Manse Policies from other Synods across the URC have been obtained to initiate a review. A number of items arising out of the Rent Smart Wales scheme will need to be considered and incorporated into the policy.
- 8.14 A review of FPB and Trust Company Ltd within **Synod Structures** has been undertaken. By the nature of the work of the Board and Trust the entry was more functional than narrative.
- 8.15 **Trust Company Report**
Trust Directors approved the nomination and appointment of Mr Colin Grimes as a Director of the Trust Company.
Synod Officers were working on Service Level Agreements and Contracts in respect of changes to synod staffing approved by FPB and Trust. It was also noted that the probationary period for the Synod Clerk had ended and been signed off.
- 8.16 **A policy on the use of internet in church premises** was adopted by the Trust. (See Appendix 4).
- 8.17 The Trust adopted a **Complaints Procedure** which mirrored that approved by Synod Meeting in October 2015 to allow consistency and transparency.
- 8.18 **A review of investment policy** has been undertaken and recommendations implemented

8.19 **Statement of Recommended Practice [SORP]** compliance with FRS 102 will apply to the Trust Company from 2016.

8.20 The Trust agreed to register for **Accreditation as a Living Wage Employer** while noting that it already follows the recommended practice. It was agreed to publicise their accreditation status across the Synod and more widely to encourage denominational partners to take similar action. [See Section 5 above]

8.21 **Custodial Funds**

Trust approved the following requests:

Christ Church, Milford Haven: release of £11,500 from the Tabernacle Milford Haven fund to help meet professional and other costs associated with plans to develop the Priory Road site

Senghenydd and Abertridwr: resolution received requesting release of entire fund for building project. Church has been informed that as the project has not yet been quantified and approved by Synod, the fund cannot be released. Instead it was agreed to release the sum required to meet professional fee costs as necessary to scope the scheme.

Barry Uniting Church: release of fund held from the sale of Windsor Road URC

Tabernacle URC, Rhayader £11,000 to meet costs associated with the demolition of their schoolroom – noting that the fund held had arisen from a bequest and did not arise from the sale of property held on URC statutory trusts.

8.22 **Livingstone Trust** Revd Linda Elliott had agreed to act as Secretary. For some while difficulties had been encountered in forming a management committee; setting meetings; encouraging the uptake of the funds; and identifying signatories on the account in accordance with the terms of the Trust Deed and suggestions to overcome these were being explored.

8.23 **Daphne and Bethan Jones Memorial Fund** one grant application had been received to support the expenses for children and young people to attend the URC Youth Assembly in 2016. This was warmly welcomed and FPB approved a grant to cover any shortfall – once exact numbers of attendees were confirmed.

8.24 **Heat Network (Metering and Billing) Regulations 2014 and Amendments 2015** From replies received it was determined that no premises needed to be registered.

8.25 The **Rent Smart Wales** scheme came into operation at the end of November under the **Housing (Wales) Act 2014**. There are three

elements to the legislation: the property owner must register as a Landlord; the property being offered for rental must be recorded on the Rent Smart Wales website; and the person carrying out any letting or management activities must be registered and licensed.

The Trust Company has registered as a Landlord in connection with its responsibilities for the properties at 29 Brighton Road, Rhyl and Gelli Aur, Glasbury-on-Wye. As both properties are managed by letting agents, the Trust is not required to be licensed.

Information has been prepared to reflect the various situations in which the Trust or Synod operates. The scheme will affect a manse and the way in which it may be let during a ministerial vacancy. It will also affect a small number of properties which are held under a bequest. Guidance has been prepared to reflect differing situations and will be issued shortly.

9. Mission Development Grants – Amendment to Procedure

1. Initial Application

The first stage of the process is to complete and return to the Synod Clerk the attached **Initial Enquiry Form** which will contain an outline of your mission project. Upon receipt of this form we will ask one of the Synod's officers or another person with relevant skills to contact you to discuss your proposal further.

It is our aim that this person should get in touch within two weeks of you having submitted the Initial Enquiry Form, although due to work and other commitments this might not always be possible.

2. Full Application

Once the project is at a stage where a formal application to the Mission Development Fund can be made, you are invited to submit this, along with the other necessary documents, as outlined below, to the Finance and Property Board for approval via the Synod Clerk. If for some reason the Board is unable to approve the application as submitted, it will be returned with comments. The assigned Synod officer may continue to assist you in producing a revised application which could then be submitted for further consideration.

3. Bridging Funding

Bridging funding of up to £50,000 is available to local churches engaged in Mission Projects that satisfy the criteria found within the Vision 2020 Statements (see Appendix).

Funds are only advanced against written confirmation of grant monies and payment procedures in arrears alongside the provision of a cash flow forecast for the Project.

Funds are repaid to MDF as soon as the Church receives payment from the Grantee. This should not normally be more than three months after the bridging funding is drawn upon.

4. Questions you might have:

a) *How much can we apply for?*

At the present time the maximum sum that can be granted in a single application is £10,000 which may be spread over a number of years in the case of revenue applications. To facilitate match-

funding and assist with cash-flow problems, etc., a repayable grant, maximum £50k, may be applied for, which should be returned to the Synod General Fund within 3 years. This will incur a 3% Management Fee. There is no lower limit for applications.

These figures will be reviewed annually and reported to the autumn Synod meeting. Depending on the total value of the fund, these figures may increase or decrease. It is possible the Fund may be exhausted, in which case grants will be suspended.

b) How long will the application process take?

One of the advantages of the Mission Development Fund is that, the time from submitting applications to receiving a decision and where granted money, is designed to be short. So, from receipt of an Initial Enquiry, to being contacted by a Synod Officer or other relevant person, should take no more than 2 weeks. From receipt of a full application with supporting documents to receiving a decision, should be within 3 months as the Finance and Property Board meets 4 times per annum.

The time it takes to develop the project idea and actually submit an application will vary depending on the size and nature of the project.

c) What documentation will be required in support of applications?

The assigned Synod officer will help you determine what documents you will need to submit in support of your application. They will also assist you in completing the forms. These will include some or all of the following or other documents as appropriate:

- MDF Application form
- Description of the Mission Project
- Documentary evidence that the project is both possible and whether it will last
- SORP Accounts for the last 2 financial years and General Church Budget
- Budget for the project
- Statement of assets, including details of any custodial or locally controlled funds held
- Recent Pastorate Profile, if available

- Resolution of Church Meeting
- Letter of support from Synod Elder
- Listed Building Advisory Committee Approval
- Trustees Approval

d) Can Churches submit repeat applications?

Only one application may be made within a 2 year period. A church may submit subsequent applications after 2 years have elapsed, for separate, clearly defined mission projects. Each application will be considered on its own merits.

If an initial application is turned down then a repeat application will be considered in an amended form.

e) What can grants from the Fund be used for?

The purpose of the Fund is for Mission Development and not for routine building maintenance or repairs. It is hoped that the Fund will be viewed as an enabling resource and will provide access to wider fundraising, in particular, match-funding. It is envisaged that the local church will be committed to an in-depth involvement in the project and a willingness to ensure the MDF continues as a resource available in the future to the whole Synod. We want to encourage congregations to use their imagination and think of ways that grants may be used to develop the mission of the church. The Vision2020 statements should be considered as a starting point.

f) What will be the procedure for evaluation and monitoring of Grants?

In the case of a grant being made for a single capital expense then a project completion form will be sent to the church. The church should ensure that this is completed and returned to the Synod Clerk no later than six months after a grant is made. This will confirm that the grant has been spent in accordance with the initial application and include other information such as how the grant has furthered the work and mission of the church, what effects it has had on the community etc.

In the case of ongoing termed funding for a project, the church will be expected to supply this type of feedback and monitoring at regular agreed intervals.

Any under spend of grant or non-spend will be returned to the Fund.

g) *How can my church apply for bridging funding?*

If your church concerned has already received a grant or repayable grant from MDF in respect of the Project then the *MDF Bridging Funding Form* giving details of amount required, details of grant money expected, dates of when funding is required and expected payment date shall be completed.

If the Church concerned has not applied to the MDF for a grant in respect of the Project then the normal application process shall apply – namely, Initial Enquiry Form then Full Application Form.

Written evidence is required regarding confirmation and payment arrangements of grants by funders to the Church.

The Church is required to provide a written cash flow forecast for the Project.

Resolution 3:

Synod Meeting accepts the revised procedure for applying for Mission Development Grants, including the provision for bridging funding.

Appendix 1: Draft Synod Purpose

Supporting local churches and developing the place of the United Reformed Church in the life and culture of Wales, within the context of the Basis of Union and the Statement of the Nature, Faith and Order of the United Reformed Church.

The purpose of the Synod is:

1. To encourage mission by developing outward looking congregations.
2. To make our voice heard in the public arena,
 - through campaigning on public issues
 - through publicity about what we do
3. To maintain good relations with local church people.
4. To support Ministers and others in leadership.
5. To explore new ways of engaging with people.
6. To develop relationships with ecumenical partners.
7. To equip local churches and chapels to:
 - Ensure quality worship
 - Be places of Christian education and faith development
 - Equip people for volunteer leadership roles within the church
 - Help churches to be more inviting
 - a. through personal contacts
 - b. through church buildings
 - c. through 'on line' presence
 - Help churches to connect to all ages (including young people)
 - Help churches to feel connected to the wider United Reformed Church and world Church
 - Ensure elders are aware of their responsibilities
 - Ensure compliance with legislation

Appendix 2: Big Day Out – Saturday 2nd July 2016



The United Reformed Church
National Synod of Wales

BIG DAY OUT

*with something for everyone to
grow together in faith*

Saturday 2nd July 2016

Royal Welsh Agricultural Showground

Further information to follow

www.urcwales.org.uk
Find us on 

Appendix 3: Local Churches and Copyright



In the Synod Office we have become aware of situations where:

- A Synod has been caught using a copyrighted photograph in a PowerPoint presentation on their website and charged accordingly
- Churches who have a copyright license have failed to note that appropriately on orders of service, thus falling foul of copyright law
- Churches who do not have a copyright license have nevertheless printed copyrighted words (and, sometimes, music) for worship, thereby breaching copyright legislation
- Churches have used copyrighted music as a backing track to a video without seeking permission of the copyright holder
- Several churches used an inspirational poem that was doing the rounds in their newsletters, and had to pay significant damages to the poet

The United Reformed Church has produced a helpful booklet entitled '[Getting to Grips with Copyright](#)'. Do please read it thoroughly to avoid your church become a statistic.

Appendix 4: Policy on the Use of Internet in Local Churches

Draft Acceptable Use Policy for Wi-Fi Network Provision

Anytown URC Wi-Fi Network - Acceptable Use Policy

Anytown URC Church (address in here) grants you access to its Wi-Fi network providing you agree to abide by this policy.

1. Introduction

This policy outlines the standards which Anytown URC requires all users of its electronic communications systems and equipment to follow.

2. What is covered by the Policy?

The use of the Wi-Fi network supplied by Anytown URC Church entitled (name of network in here).

3. Who is covered by the policy?

This policy covers all individuals who wish to use the Wi-Fi network supplied by Anytown URC Church.

4. Internet Use

It is our church policy not to allow unsupervised internet access to under 18's or vulnerable adults. Should individuals or groups wish to use our Wi-Fi facilities, they must ensure under 18's and vulnerable adults follow this policy, or internet access will be withdrawn. Users are reminded that their use of the Internet will be directly traceable to our Internet address. We therefore ask you not to visit sites which are:

- Illegal under current law.
- Defamatory, threatening or intimidatory or which could be classed as harassment.
- Contain obscene, profane or abusive language.
- Contain pornographic material whether in writing, pictures, films or video clips.
- Contain offensive material regarding sex, race, religion or any disability or sexual orientation.
- Infringe third party rights or otherwise unlawful.

5. Internet Content

Anytown URC Church reserves the right to block access to any site and will take reasonable steps to block any site that it deems inappropriate. However, we cannot guarantee that all inappropriate content will be blocked. If you gain access to a site that you deem inappropriate, close your web browser immediately.

6. Systems and Data Security

Anytown URC will provide Internet access via the wireless network and will undertake reasonable steps to ensure it is secure from unauthorised users. However, no guarantee can be made to this effect. You are responsible for your own anti-virus and anti-malware precautions. Anytown URC Church will not be held responsible for any damage to your equipment whilst connected to its network.

You should not attempt to gain access to restricted areas of the network or to any password protected information without being duly authorised to do so.

7. Monitoring and Compliance

Anytown URC Church reserves the right to protect its network and systems by recording user ACTIVITY but not CONTENT. That is to say, no CONTENT will be captured but that a list of surfing activity may be recorded:

- To ensure that the use of the system is legitimate and in accordance with this policy.
- To comply with any legal obligation.

If your use constitutes a criminal offence, the information will be handed to the police.

8. Specific Permissions to you

Wireless access to the Internet in accordance with this policy.

9. Wi-Fi Availability

We don't charge you for using the Wi-Fi. So you accept that sometimes, for technical, legal or operational reasons, it may not be available. We may also control the types of material that can be sent or received over the Wi-Fi. If we want to we can also suspend your access at any time in our sole discretion without responsibility to you. Your use of the Wi-Fi is at your own risk and we are not responsible to you for any damages, losses, costs or expenses you suffer because the Wi-Fi is unavailable, does not operate as expected or causes loss or damage to any data.

Explanatory Note (not part of the Policy) It is good practice to consider when installing Wi-Fi, a system that allows the Church to require the registration of a user prior to using the system. This can be through the collection of an email address that enables access and is stored to be accessed in the case of inappropriate use being reported to the relevant Authority. An alternative method of regulating use would be to use a system that can only be accessed via a password – this may or may not require an email address to be given prior to access being granted.

It is not recommended that any Church installs a system that does not regulate public access via either of the above methods.

Appendix 5: Attendance Card

The United Reformed Church: National Synod of Wales

ATTENDANCE CARD Synod Meeting Spring 2016

Name: _____

Church: _____

Please tick the appropriate box(es)

- | | | | |
|-----------------------|--------------------------|-----------------------------|--------------------------|
| Church Representative | <input type="checkbox"/> | Minister in Pastoral Charge | <input type="checkbox"/> |
| CRCW | <input type="checkbox"/> | Interim Moderator | <input type="checkbox"/> |
| Retired Minister | <input type="checkbox"/> | Synod Post Holder | <input type="checkbox"/> |
| Ecumenical Guest | <input type="checkbox"/> | Visitor | <input type="checkbox"/> |
| Co-opted Member | <input type="checkbox"/> | | |