



DIOCESE OF TRURO
DISCOVERING GOD'S KINGDOM
GROWING THE CHURCH

Reference Guide for Diocesan Synod Members

2021 - 2024

Contents

Contents

Contents.....	2
Preface from the Bishop	3
Introduction	4
Synods in the Church of England	4
Other facts about Synods	4
Parochial Church Council	5
Diocesan Synod	5
General Synod	5
Who's Who	7
How to prepare for meetings	8
After Synod meetings	9
Synodical Boards and Committees	9
Structure of the Diocese	10
The Truro Diocesan Board of Finance Limited (TDBF)	10
What does the Truro Diocesan Board of Finance do?.....	11
Useful documents all available in the Diocesan Synod area under Governance on our website	11
Diocesan Synod Archives - Truro Diocese : Truro Diocese.....	11
Diocesan Synod contact details:	11
Frequently Asked Questions	12
How can I submit a question in advance?	12
Speaking at Diocesan Synod.....	13
How are Synod members elected?	13
What is the procedure for filling a casual vacancy on Diocesan Synod?	13
What is the procedure for voting at Synod meetings?	13
What is the quorum for a meeting?	13

Preface from the Bishop

Dear friends,

Welcome to Truro Diocesan Synod! I look forward to working with you during the next three years of our life together, as part of the body of Christ here in Cornwall, the Isles of Scilly and our two parishes across the Tamar.

The word “Synod” comes from the Greek words for “together” and way” and that gives us a real flavour of how we should be working. It’s about being ‘on the way’ (a phrase familiar to many of us) as we walk the ancient paths of ‘The Saints’ Way’ here in Cornwall into God’s future for us. And that’s not a solo activity: it must be about doing it ‘together’.

Being “together on the way” might imply that Synods will always be harmonious and tranquil gatherings. But of course that’s not necessarily so. Ancient Synods were often stormy - and sometimes even violent! - reflecting the passionate views held about the key issues of the day. More recent Synods, at a national, diocesan and deanery levels, have also been called on to debate difficult and sometimes divisive matters. By the grace of God, they have usually done so thoughtfully, prayerfully and generously, and as we look back and reflect we can see in their working the guiding hand of our God. May we follow this lead, being open to the voice of the Spirit - even, and perhaps especially, through those with whom we disagree.

This Synod will almost certainly need to discuss the very sensitive questions of what it means to be human and sexual that are raised by ‘Living in Love and Faith’. That is a serious topic deserving of prayerful and loving consideration. But we must be about more than that alone. We need to think very carefully, prayerfully and imaginatively about what it means for the Diocese of Truro to be both sustainable and fruitful in the service of our God.

And above all else we must do all we can - as ‘The Saints’ Way’ enjoins us - to enable the glorious, transforming reality of Jesus Christ to be known in and through his Church.

There is no more exciting task that faces us than that. I’m delighted that you’re joining us in it.

With my best wishes, in Christ,

+Philip

Introduction

This booklet has been produced as a quick reference guide ¹ to the work and processes of Diocesan Synod. It is hoped that it will help clarify how the Synod operates, the responsibilities of members and how issues and debates will be conducted.

The document will be reviewed and updated as necessary. Synod members are therefore invited to submit any comments or suggestions to the Diocesan Secretary.

Simon Cade
Diocesan Secretary
simon.cade@truro.anglican.org

Synods in the Church of England

Truro's Diocesan Synod is the governing body of the Church of England in our diocese. It is a formal meeting by which the Church is governed.

There are three tiers of Synods of the Church of England:

General Synod

General Synod consists of bishops, clergy and laity who meet three times a year to make decisions on the doctrine and practice of the Church of England and to make ecclesiastical law. As well as matters of worship and discipline, it also addresses wider concerns, both national and international. Elected members serve for five years.

Diocesan Synods

The Diocesan Synod considers matters sent to it from General Synod and from deaneries, formulates diocesan policy, advises the Bishop as appropriate, and votes on the funding of stipends and administration. Elected members serve for three years.

Deanery Synods

Each deanery has its own synod which reflects on issues of concern to the local church and community. Matters can be sent to deanery synods from PCCs or Diocesan or General Synods.

Resolutions passed by a deanery synod can be sent for discussion at higher levels. Elected members serve for three years and are the voters in elections for Diocesan and General Synods.

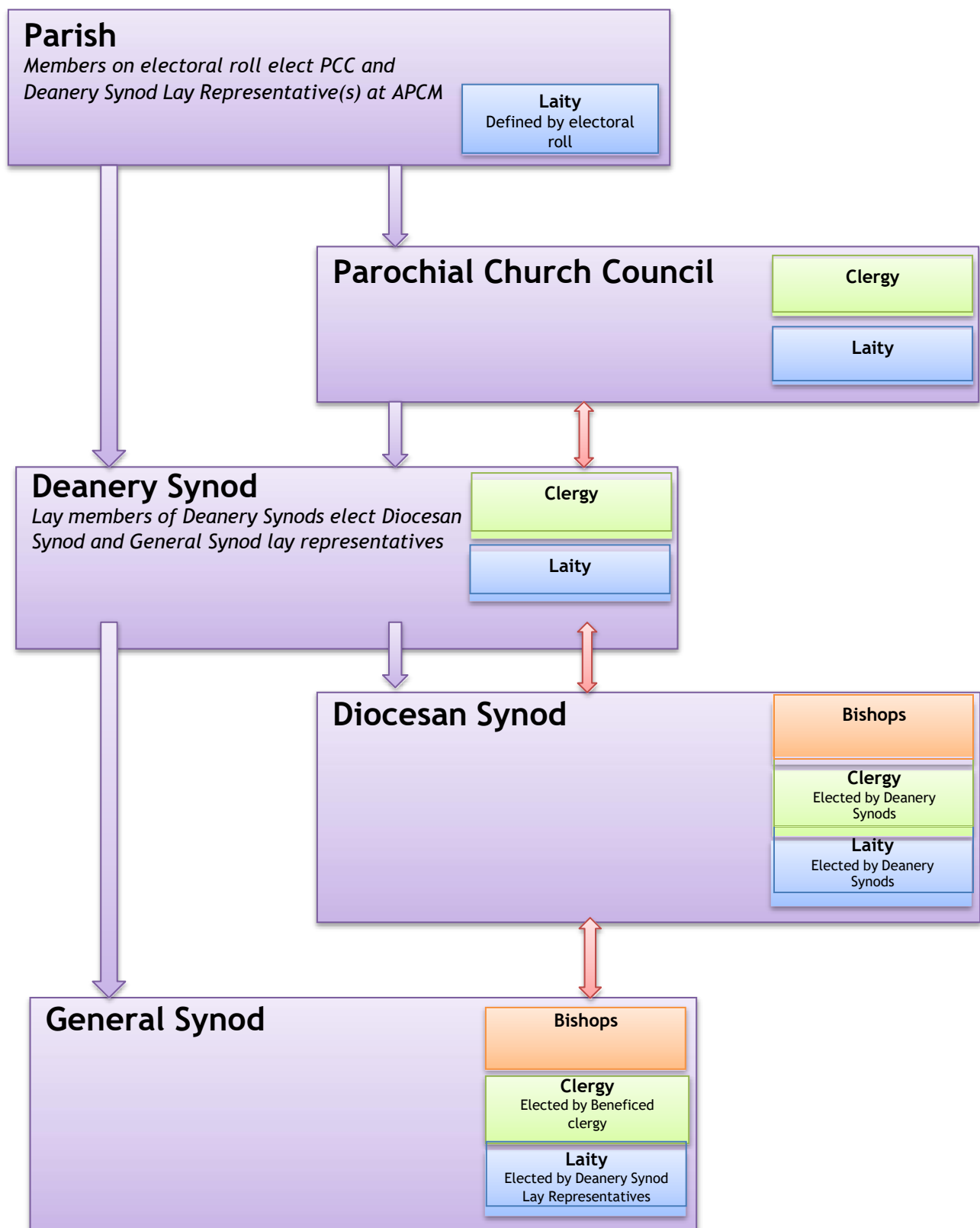
Other facts about Synods

Members on Synods automatically have a seat on the tier below them. A simplified diagram showing how Synods relate to each other is shown on the next page.

All Synod meetings are open and public (unless it is a meeting in closed session for a specific item), but only members are entitled to speak or vote.

¹ Acknowledgment: our thanks goes to the diocese of Sheffield for sharing their resources, which has helped us compile this booklet.

Synods and how they relate to each other



What is Diocesan Synod?

The Truro Diocesan Synod is the body that governs the Diocese of Truro, it could be thought of as the 'parliament' of the diocese.

It is the main policy-making body of the diocese and the forum for the discussion of issues important in diocesan life.

Representatives are elected for a three year term of office and meet 3 times each year under the Presidency of the Bishop of Truro. Representatives come from across the diocese, ordained and lay and to work together and this helps to provide a system of democratic representation and accountability.

Members of the Diocesan Synod are also members of The Truro Diocesan Board of Finance Limited (a Company Limited by Guarantee) and they often form the electorate for elections to other bodies (such as the Bishop's Council and Standing Committee).

Generally meetings are held in the council chambers at New County Hall in Truro but are currently being held virtually by video conferencing.

What does Diocesan Synod do?

Diocesan Synod considers matters referred from General Synod, Deanery Synods, PCCs and from individual Diocesan Synod members. It formulates diocesan policy on a wide range of issues, assists the Bishops and their staff to support and oversee the work of the diocese, approves the budget, and debates important local and national issues affecting the Church.

The functions of the Diocesan Synod are set out in the Synodical Government Measure 1969:

- Consider matters concerning the Church of England and to make provision for such matters in relation to their diocese, and to consider and express their opinion on any other matters of religious or public interest;
- Advise the bishop on any matters on which he may consult the Synod;
- Consider and express their opinion on any matters referred to them by the General Synod and, in particular, to approve or disapprove provisions referred to them by General Synod;
- Consider proposals for the annual budget and to approve or disapprove them;
- Consider the Annual Report and Accounts of the Diocesan Board of Finance.

The Diocesan Synod may not make any statement purporting to declare the doctrine of the Church; this role is reserved for the General Synod.

It is important to note that these roles are strategic; more detailed decisions fall under the responsibility of the Bishop's Diocesan Council and other diocesan committees.

Members of the Diocesan Synod are also members of the Truro Diocesan Board of Finance, the legal charity and company that manages the affairs of the Diocese.

Who sits on Diocesan Synod?

Diocesan Synod has over 100 members, 93 of whom are elected from across the diocese.

It is made up of three Houses:

1. The House of Bishops consists of the Bishop of Truro and the Bishop of St Germans.
2. The House of Clergy consists of clergy representatives elected by the clergy from each Deanery Synod with a number of ex officio members including the Dean of Truro Cathedral, the two Archdeacons and the clergy elected to General Synod.
3. The House of Laity consists of lay representatives elected from each Deanery Synod as well as ex officio members including the lay representatives elected to General Synod.

Who's Who

President: the Bishop of Truro

Chair of the Diocesan Board of Finance, Mr Mike Sturgess

Chair of the House of Laity, Mrs Anna Corbett *Elected by and from the House of Laity*

Chair of the House of Clergy, the Revd Canon Jem Thorold *Elected by and from the House of Clergy*

Secretary: the Diocesan Secretary, Revd Simon Cade

What does a Diocesan Synod Representative do?

Most people serve on the Diocesan Synod as deanery representatives. Other members are the Bishops and Archdeacons, members of General Synod, and a few are co-opted or nominated. The Diocesan Synod is also the Diocesan Board of Finance. Work in all spheres of church life brings its own responsibilities. The members of the Diocesan Synod are there to work in collaboration with each other and the officers of the Diocese to forward the mission of the Church.

This involves seeking to:

1. Live and grow as a disciple of Jesus Christ, sustained by word and sacrament within the fellowship of the worshipping Church.
2. Represent the perspectives of their deanery and its parishes on the Diocesan Synod by all means available.
3. Be a point of contact both ways between the Diocese, the deanery and its parishes, participating fully in the life of all three, and remembering that a prime purpose of the Diocese is to support and enable work in deaneries and parishes, but not to direct it.
4. Work to grow cultures of generosity and genuine stewardship within the Church which honour and develop the gifts and ministry resources of all.
5. Inform themselves about the work and enterprise of the various Diocesan Boards, Committees and Councils. Consider standing for election to those for which membership of the Diocesan Synod is a pre-requisite. Also consider, or encourage, others with particular expertise to explore, membership of other Diocesan Boards, Committees and Councils.

6. Support the mission of the Church by prayer and personal example and seek to promote honest and harmonious working relationships throughout the Diocese and the Church of England.
7. Inform themselves of issues under discussion at Diocesan and national levels and try to ensure that the achievements of the Church at all levels are widely shared and understood.
8. Take an interest in relationships which link what is going on locally into the Diocese and the world church.
9. Commit to and seek to further the Diocese of Truro's vision: Discovering God's Kingdom; Growing the Church.

In carrying out the role of Diocesan Synod representative all members are asked to:

- Actively participate in discussions - the more people participate, the greater the legitimacy of the Synod & the more life it cascades out into the life of the diocese
- Always consider issues prayerfully, behave impeccably
- Be punctual, graciously attending three meetings each year
- Send apologies promptly when you are unable to attend
- Suggest strategic and/or creative agenda items to the agenda drafting committee in good time
- Put forward questions, tabled in good time
- Be strategic and focused
- Offer solutions (not just problems), options and choices in the way ahead
- Listen to others attentively
- Speak kindly, clearly and succinctly
- Vote and make decisions for the good of the Diocese as a whole
- Offer feedback so we can learn and improve
- Bring sensitivity and tact
- Have a sense of humour

For their period of office, members of Diocesan Synod are also ex officio members of their Deanery Synod and PCC, which implies a further commitment of time above and beyond the meetings of Diocesan Synod itself. They also become eligible for election to a range of other bodies (such as the Bishop's Diocesan Council) which assist in the running of the Diocese.

How to prepare for meetings

Pray

Although Synod is a formal business meeting, its ultimate task is to assist in the sharing of the Gospel and furthering the Kingdom of God. All meetings should therefore be founded on prayer.

Read the papers in advance

Items are presented at Synod meetings on the assumption that members will have read the background material beforehand.

Consult colleagues

Elected members provide views and raise concerns from their deaneries and parishes. Ask colleagues on deanery synod if they have any issues they would like you to raise in meetings - this should be done well in advance so that you have time to submit questions which allows for answers to be prepared.

After Synod meetings

Members are warmly encouraged to actively and positively report back to their PCCs and Deanery Synods, strengthening communication within the Diocese.

How does it relate to the other governance of the Diocese of Truro?

Synodical Boards and Committees

The Diocesan Synod is supported in its work by a number of other committees and boards. Members of Diocesan Synod often act as the electorate for these committees:

Bishop's Council and Standing Committee

The Standing Committee of the Diocesan Synod plans the business of the Synod, advises it, and transacts its business when not in session. As Bishop's Council, it advises the Bishop, appoints members to various committees, and formulates, discusses and co-ordinates strategy and policies relating to the life and work of the Diocese.

Bishop's Diocesan Council (BDC) and Glebe, Investment and Property Management Committees

The membership of the Bishop's Council and Standing Committee, the Board of Directors of the Truro Diocesan Board of Finance, the Diocesan Mission and Pastoral Committee, the Parsonages Board and the Glebe are identical. The bodies usually meet together and when they do they are called the Bishop's Diocesan Council.

The Management Committees manage assets including investments, property and glebe, and steers the Christian stewardship work in the Diocese.

Finance, Assets and Risk Committee

This committee acts within a set of Delegations and Authorities on behalf of the BDC relating to all of the functions of the separate constituent statutory bodies. It is comprised of a Chair nominated by the Bishop, five others appointed annually by the BDC (on the nomination of the Bishop) and the Chair of the DBF. It is required to report all its activities to the BDC within each cycle of meetings.

Board of Education

Oversees church schools within the Diocese. The DBE is structured by statute which includes specifying that the DBE reports directly to the Diocesan Synod. There are informal agreements that the DBE annually meets with the BDC to discuss matters of mutual interest.

Mission and Pastoral Committee

Reviews arrangements for pastoral supervision and care in the diocese, considering proposals which may include reorganisation, and carrying out responsibilities in relation to

the future of church buildings no longer required for public worship.

Diocesan Advisory Committee

Works with and advises churches on how to make the best use of their buildings so that they are a positive and valued part of their mission and outreach.

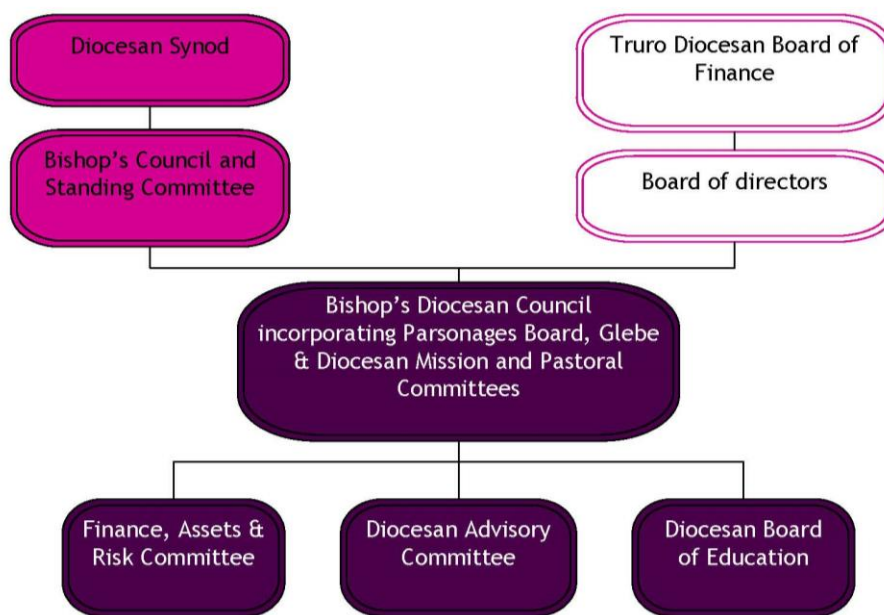
The Diocesan Board of Patronage

The Board of Patronage acts as Patron for a number of benefices in the diocese, often in conjunction with other Patrons. The principal functions of a Patron are to present to the Bishop a candidate to fill a vacancy of incumbent and also to be involved in the process of Pastoral Re-organisation (for example, when several parishes are joined together in a single benefice).

Vacancy in See Committee

In existence at all times, but only meets when there is a vacancy in the See, i.e. when the post of the Bishop of Truro has become vacant.

Structure of the Diocese



The Truro Diocesan Board of Finance Limited (TDBF)

Diocesan boards of finance were set up by legislation to promote and assist the work, objects and purposes of the Church of England for the advancement of the Christian religion in dioceses and in particular to organise and provide funds in aid of the work of the Church in the following areas;

- Training for Ministry;
- Financial support & assistance of Ministry;
- Provision of housing for clergy;
- Provision of pensions for the clergy & for lay workers;
- Provision of sites for church buildings, mission rooms;

- Religious education;
- Expenses of diocesan and central organisation;
- Such other objects and purposes as from time to time may be expedient for the better carrying forward of the Church's work.

What does the Truro Diocesan Board of Finance do?

- It receives income - Mission and Ministry Fund (MMF), Investments, Fees;
- Manages investments - Glebe, Investments, Education Trust Funds, Parochial Funds;
- Manages property - parsonages and DBF corporate;
- Supports parishes;
- Statutory functions.

Furthermore;

- It is a company limited by guarantee; Charity (No 248330). Registered in England no. 49825;
- Members are the members of Synod;
- Directors are the members of the Bishop's Council & Standing Committee;

Useful documents all available in the Diocesan Synod area under Governance on our website

Diocesan Synod Archives - Truro Diocese : Truro Diocese

- Diocese of Truro Standing OrdersArticles of Association
- Church Representation Rules (available [online](#))
Charity Commission Guidance: [The Essential Trustee](#)
- The Diocese of Truro Conflict of Interest Policy (contact the Diocesan Secretary)
- How to become a Diocesan Synod member

Diocesan Synod contact details:

- Diocesan Registrar; Jos Moule truroregistry@vww.com
- Diocesan Secretary; Simon Cade simon.cade@truro.anglican.org

Frequently Asked Questions

How are Synod Agendas drawn up?

The Agenda is the responsibility of the Bishop's Council to approve and agree, although the drafting and preparation is delegated to the Synod Agenda Committee. All potential new items of business should be submitted, for consideration by the Agenda Committee, to the Diocesan Secretary at least six weeks before the Synod meeting (see standing order XB18).

Regular Agenda items include the presidential address, a report on the preceding General Synod Group of Sessions, Bishop's Council report and an update on safeguarding in the Diocese. Importance is also given to items from General Synod or a deanery synod.

Who chairs the meetings?

The meetings are chaired by the President, the Chair of the House of Clergy and the Chair of the House of Laity.

How can I bring a proposition or motion to Synod?

Ways that members of Synod can have an item of business included on the agenda include:

- a) Raise the issue at your Deanery Synod; if colleagues agree, then a deanery motion can be submitted for discussion at a meeting of the full Diocesan Synod. Ultimately, the Diocesan Synod has the ability to pass such a motion to General Synod for discussion at a national level.
- b) Please contact the Diocesan Secretary as soon as possible for advice on preparing and wording the motion to ensure it does not contradict Standing Orders, overrule existing legislation, or other technical issues. Deanery Synods should authorise their Standing Committee to agree the final wording of any motion to ensure minor amendments can be properly approved before the matter is taken to Diocesan Synod.
- c) Suggest a motion to the Diocesan Secretary and the Bishop's Council will consider whether to bring the motion in its name.
- d) Submit a question in advance. Although questions are not formal propositions, they can bring important matters to the attention of Synod.

What is the normal format for a debate to follow?

There are normally five steps:

- a) The motion is put by a member of Synod;
- b) The Synod will discuss and debate the motion;
- c) Any amendments to the motion (duly notified in advance) are proposed & voted on;
- d) The final motion, with any successful amendments, is formally proposed;
- e) The Synod votes.

How can I submit a question in advance?

Any member may ask a question of any officer or office holder of Synod, provided that it is relevant to their duties and does not request an opinion. A written answer will be provided at the Synod meeting. The deadline for asking questions is included in our

Standing Orders. Once a question has been submitted and the answer given, the questioner is entitled to ask a supplementary question on the same subject.

Speaking at Diocesan Synod

Any member can request to speak on any item of business, but they can only speak once per item. Members are requested to let the Secretary know in advance if they wish to speak in a particular debate, but this is not a formal requirement.

How are Synod members elected?

Members of the House of Clergy and House of Laity are elected for a term of three years by the Deanery Synods. Numbers are determined by total clergy numbers and electoral rolls numbers in each Deanery.

What is the procedure for filling a casual vacancy on Diocesan Synod?

As soon as a vacancy occurs on Diocesan Synod, the diocesan office should be informed. Casual vacancies can be filled by holding an election at a meeting of the relevant House of the Deanery Synod. The conduct of the election will be for the Rural Dean and Lay Chair to decide.

What is the procedure for voting at Synod meetings?

Depending on the issue, voting will usually be by a show of hands. If the meeting is held via Zoom, this is done using an electronic voting system.

What is the quorum for a meeting?

1 Bishop of the House of Bishops and at least one third of each of the Houses of Clergy and Laity must be present. However, the quorum is only really relevant when there is a need to take a vote.

We hope that this is a helpful guide, but if you would like any further information or you would like to offer any feedback, please don't hesitate to contact the Diocesan Secretary: simon.cade@truro.anglican.org, tel: 01872 360030

March 2021