

## Synod Organisation and Attendance

The principal Standing Orders governing Synod organisation specify that:-

411(6) The Chair shall send to all members of the Synod notice requesting their attendance on the days appointed for every meeting of the Synod, specifying the business to be brought forward and making particular mention of any subject remitted by the Conference to the consideration of the Synod.

413(4) Notices of motion must be submitted in writing to the Chair and Secretary of the Synod fourteen days before the date of the Synod, and the Secretary shall see that they are printed and distributed to the members of the Synod not later than its opening. Only on matters of urgency and by express permission of the Synod may notices of motion be submitted during a session of the Synod.

741 Except as provided by Standing Orders 1007(4), 806(6) and 791(5), every presbyter, every deacon who is not a supernumerary and every probationer, unless, in any case, excused by dispensation of the Chair, is required to attend the Synod of which he or she is a member and to remain throughout its sessions. A dispensation of absence is to be given only upon compelling grounds. The Chair shall report all dispensations to the Synod for its approval.'

Lay members unable to attend Synod are requested to send apologies for absence to the Synod Secretary and to ensure that their papers are handed to an authorised substitute appointed by the Circuit Meeting.

The Circuits shall pay the travelling expenses of their Ministerial Representatives (and of their Lay Representatives if they desire it). Travelling expenses of Supernumerary Ministers may be claimed from the District and should be notified to the Synod Secretary.