

Section A: General Report

1 Review of the Stationing Matching Process for 2008

- 1.1 The matching process for presbyteral appointments due to start in September 2009 began with 131 presbyters and 172 circuit appointments available for matching, a shortfall of 41 presbyters (34 in 2008, 42 in 2007). District Chairs, Lay Stationing Representatives and Regional Stationing Groups were once again faced with the difficult task of deciding which circuit appointments were most critical, knowing that not all vacancies would be filled.
- 1.2 In phase 1 of the process (superintendency appointments), 52 superintendencies were matched together with 1 presbyteral appointment in Jersey which was included in phase 1 in response to the recommendation of the Stationing Review Group. Of the 52 matches suggested, 40 were agreed, a 'success' rate of 77% (74% in 2008 and 73% in 2007).
- 1.3 In phase 2, in early December 2008, 10 of the 13 outstanding superintendency appointments were matched (17 outstanding in 2008 and 21 in 2007), of which 8 were agreed, a 'success' rate of 80% (69% in 2008 and 83% in 2007). Of the 77 presbyteral matches proposed, 59 were agreed (77% compared with 79% in 2008 and 80% in 2007).
- 1.4 Phase 3 of the matching process in early January again proved to be difficult. 22 presbyters were available for 63 unfilled stations. 18 matches were suggested of which 14 were agreed and 4 declined, a 'success' rate of 78% (compared with 74% in 2008 and 75% in 2007).
- 1.5 In addition to the matching process for presbyteral appointments, the Methodist Diaconal Order stationed 21 deacons through the diaconal direct stationing process, of whom 10 were probationers. The Order again received more applications for diaconal appointments than the number of deacons available and one appointment remains unfilled. The Order is pleased to report once again that most circuits making applications to station a deacon did so based on profiles in which innovative outreach and mission were very significant elements.
- 1.6 An important consideration for current and future stationing of both deacons and presbyters is the increased number of deacons married to deacons, of deacons married to presbyters and of presbyters married to presbyters. The Committee welcomes this developing gift to the Connexion and believes that appropriate matching processes are in place.
- 1.7 From 1 February 2009, the Stationing Action Group (SAG) convened by The Revd Lionel Osborn (Chair of the Newcastle District)

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took over responsibility for filling as many of the remaining vacancies as possible. The task of the SAG each year is a constantly changing one as permission is given for circuit appointments to be removed from the list, as new circuit appointments become available and as additional presbyters and deacons become available. At the start of the process, 48 unfilled stations remained on the list, with 6 presbyters remaining available.

- 1.8 At the time of writing in early April, the position had changed significantly with 18 circuit appointments having been withdrawn and 2 appointments filled as a result of advertisement, whilst additional Circuits and presbyters had become available. At this stage 36 circuit appointments were unfilled and 15 presbyters were available, most having entered the process at a late stage.
- 1.9 The presbyteral stationing process continues to be a very dynamic and complex one which continues throughout the spring and early summer each year. The SAG deals with the needs of a significant number of presbyters and circuits where matches are needed at a late stage. The success of matches made by the SAG owes a great deal to the willingness of presbyters and deacons, Districts and Circuits to be flexible, imaginative and responsive to the enormous variety of ways in which God's people are served by both ordained and lay ministry.
- 1.10 Circuits increasingly recognise the value of other forms of ministry when a presbyteral match is not available and the Committee has recognised their need to begin to put in place alternative arrangements rather earlier than the 31 May deadline. The change introduced in 2008, whereby Circuits may present a reasoned statement for the withdrawal of a profile after 31 March, has been continued. Permission may be given by the Stationing Committee, provided always that a sufficient number and variety of appointments remain available for those presbyters still available for stationing.
- 1.11 Some Circuits have again recognised the value of an interval between appointments which can offer time and space for new models of ministry to be developed.
- 1.12 Once again this year there has been a significant impact on the matching process resulting from family and geographical restraints for presbyters, including the need for proximity to vulnerable family members, schools, hospitals and the employment of household members. Only 23 profiles indicated the willingness of the minister concerned to be stationed without any geographical limitation.
- 1.13 The Committee would again like to pay tribute to the vital work of preparation carried out by circuit stewards, District Chairs and Lay Stationing Representatives and

by the Warden and colleagues of The Methodist Diaconal Order. The matching of both presbyters and deacons with appropriate appointments owes a great deal to the honesty and openness of profiles and to the very real knowledge which Chairs and the Warden have of the qualities, and skills of the people concerned and of their needs and those of household members. The preparation of profiles by ministers and Circuits is both demanding and time-consuming but honest and accurate profiles are essential if a successful match is to be made.

- 1.14 In phases 1 and 2 of the matching process each year, Lay Stationing Representatives are invited to observe the matching process and to report their observations to the Committee. This year six Lay Representatives were present and their reports once again spoke of the atmosphere of graciousness, openness and honesty in which the meetings took place and the prayerfulness with which Chairs approached their task.
- 1.15 The Committee has accepted the comment of the Stationing Review Group that it would be helpful for all Lay Stationing Representatives to observe matching meetings. It was able to increase the number of observers in autumn 2008 and will invite 3 Lay Representatives to be present in phases 1 and 2 of the 2010 stationing round in autumn 2009.
- 1.16 At the close of the matching process in January 2009, all the members of the Matching Group stood to applaud the retiring Chair of the Group, Dr Malcolm Stevenson. Dr Stevenson has chaired the meetings with great dedication and skill and has gained the trust of everyone involved in the process. He has spent much time and labour in preparation and in analysis of the decisions made and in this and many other capacities has been an outstanding servant of the Connexion.
- 1.17 The Stationing Committee has appointed, on the advice of the Stationing Matching Group, The Revd David Emison, Superintendent Minister of the Ryedale Circuit and former Chair of the Cumbria District, to be Chair of the Stationing Matching Group for a period of 3 years from September 2009.
- 1.18 Everyone involved in the stationing process rejoices with those, both ministers and Circuits, involved in successful matching partnerships, but also acknowledges the pain which stationing can sometimes cause for ministers, household members and for Circuits. The Committee once again assures the Conference that the matching process and the direct stationing process for deacons is carried out with great care, prayerfully, taking into account both the *Priorities for the Methodist Church* and the principles involved in *Mapping a Way Forward: Regrouping for Mission* and

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always seeking God's guidance in the sometimes difficult task of balancing the needs of the Church with those of its ministers and their families.

2 Initial Stationing

- 2.1 The Initial Stationing Sub-Committee meets each year in early January to station presbyteral probationers and ministers from overseas. For both groups, the process is one of direct stationing. Circuits and Districts are represented by a Chair from each Regional Stationing Group. Student ministers are represented by Principals or Tutors from the Training Institutions. Ministers from overseas are represented by a member of staff from the Connexional Team.
- 2.2 The number of Circuits seeking a probationer or minister from overseas regularly exceeds the number of ministers available. A small group of Chairs, together with the Chair of the Tutors' Group, the Chair of the Stationing Committee and a member of the Connexional Team carries out the circuit selection process based on a detailed profile, which must indicate the willingness and the capacity to provide effective induction, mentoring and support, a somewhat lighter load of circuit work, time for study and membership of the District Probationers' Group or (in the case of overseas ministers) the District Under 5 Years in Ministry Group. Ministers from overseas accepted to serve the Methodist Church in Great Britain participate in a connexional Orientation Course. Superintendent ministers or others who provide mentoring and supervision of a probationer must have successfully completed an approved course of training.
- 2.3 A significantly reduced number of presbyteral probationers was available for stationing for September 2009 (29, compared with 53 for 2008), owing to the change in candidating and training arrangements introduced in 2006. A similar number of probationers will be available for stationing in 2010, with a significant increase anticipated for 2011.
- 2.4 The financial provision for Circuits welcoming an overseas minister provided under the World Church in Britain scheme is no longer available. Work is being carried out by the Connexional Team to ensure that adequate financial support is available for ministers and their families and for Circuits.
- 2.5 The hope expressed in the Stationing Committee Report to the Conference of 2008, that the arrangements whereby probationer ministers from the American Annual Conferences of the United Methodist Church reside and work as probationer ministers in our Circuits, was not realised. The Committee hopes that the programme will be reinstated for 2010, but it is as yet unclear that this will be possible under the new immigration regulations.

2.6 The Committee encourages all circuits seeking a minister to consider carefully and prayerfully each of the alternative forms of ministry, both ordained, probationer and lay, which are available. Guides are available to Circuits on the website or from the Discipleship and Ministries cluster in the Connexional Team. These include 'Good Practice Guide for Probationer Stationing in General', 'Guidelines for Special Probationer Appointments' and 'A Guide to the Stationing of Ministers from Overseas'.

2.7 The Committee would like to pay tribute to the work of The Revd Margaret Jones who retires in August 2009 and who has had responsibility within the Connexional Team for a great many ministry matters, especially for ministerial training and the stationing of probationers and ministers from overseas. She has been a vital link between the Committee and the Team. We have been grateful for her wide knowledge and understanding of Methodism, her ability to root practical issues related to stationing deeply in Methodist theology and for her tireless work on behalf of the Committee and the wider Church.

3 Matters from The Stationing Review Group Report

3.1 Following the decision of the Conference of 2008, in receiving the report of the Stationing Review Group (SRG), to invite the Methodist Council and the Stationing Committee to

consider how matters in the Report should be taken forward, agreement was reached in the autumn of 2008 about which matters should be referred to the Council, the Committee and the Connexional Team. The Committee held a two-day meeting, together with the Chair of the SRG (former Vice-President, John Bell) and began work on a number of important issues. These are outlined in the joint report to the Conference by The Methodist Council and the Stationing Committee (*Taking forward the Stationing Review Group's report*).

3.2 Progress has already been made by the Stationing Committee in implementing a number of recommendations. Others involve very significant work, not least in the need to agree changes with the Stationing Matching Group and to rewrite Standing Orders and The Good Practice Guide for Stationing. Still others will require continued prayerful and careful thought, discussion and discernment of the Holy Spirit's call to the Church, if they are to be implemented. The Committee has expressed its willingness to continue with this work and to bring proposals to the Conference of 2010.

4 Diaconal and Presbyteral Matching Processes

4.1 The Stationing Committee and the Stationing Matching Group have welcomed the proposal from the Warden of the Methodist Diaconal

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Order, Deacon Sue Culver, to bring more closely together the diaconal and presbyteral matching processes. Work has been done to align dates more closely for 2010 and to notify the Matching Group of recommendations for diaconal stationing at the start of phase 1 of the matching process. This will facilitate the stationing of deacon and presbyter married couples and provide a much clearer overview of the pattern of stationing.

- 4.2 More work needs to be done, particularly on practical issues, to plan for further integration of the two processes. It should be noted that the connexional Ministerial and Diaconal Candidates Selection Committees met alongside one another in 2009 as the first step to bringing those two processes more closely together. The Stationing Committee hopes that this welcome step can be replicated in stationing matters.

5 Protocols in the Stationing Matching Process

5.1 The Advertising of Ministerial Appointments.

The Committee agreed in 2008 that it would be willing to consider applications to advertise appointments open to ordained persons only, subject to the provision of a detailed reasoned statement indicating the exceptional circumstances of the appointment or the very particular or specialised skills required of the per-

son appointed. To date, the Committee has approved the advertising of four appointments: the Team Leader of the Touchstone Centre in Bradford, the Superintendent Minister of the new Cymru Circuit, the Superintendent Minister of the Liverpool City Centre Ministry (Somewhere Else) and a presbyter to serve the Nexus Centre in the Manchester Circuit. The Committee refused two applications to advertise university chaplaincies, but gave an undertaking to look again at the appointments if no presbyter could be found through the matching process. In both cases a successful match was made.

The Stationing Review Group recommended a significant extension of advertising in its report and this recommendation remains under consideration. The Committee is very conscious of the need to maintain the integrity of the matching process, whilst at the same time recognising that there are situations in which specialist skills and abilities are required in appointments and that these may not always be found in the cohort of ministers available for matching in any one year.

- 5.2 Additional sections have been added to the Protocols document which governs the Stationing Matching process:

(i) on responsibility for the stationing of ministers between the Methodist Conference and the start of the next stationing round. This continues to be the

prerogative of the President of the Conference, advised by the Convenor of the Stationing Action Group.

- (ii) on the new arrangements governing Initial Stationing of probationers and ministers from overseas.

6 Changes to the Good Practice Guide

6.1 The Good Practice Guide is issued in May each year, in time for district briefings. It is anticipated that once decisions have been agreed on the recommendations of the Stationing Review Group, significant changes will be needed.

6.2 Changes for the 2010 cycle have included:

- (i) a paragraph clarifying the role of the Circuit Meeting, the Invitation Committee and the minister concerned, when the minister asks for an extension of her/his invitation and the Invitation Committee decides to recommend to the Circuit Meeting that the invitation is not renewed.
- (ii) a paragraph in line with the recommendation of the Stationing Review Group advice that in every case when a minister leaves a circuit appointment, the Circuit should consider actively whether it needs to seek a replacement immediately or whether a vacancy might offer the opportunity to “reflect prayerfully on different patterns of ministry”

and provide, “both the time and space for such reflection and for detailed planning to take place”.

- (iii) advice that the circuit consultation on a minister’s extension should not take place during a period of sabbatical leave.

6.3 The timetable for 2010 stationing is:
May to July 2009

Discernment conversations for deacons begin in Circuits.

May to July 2009

District preparation meetings for presbyters, deacons and their household members, together with superintendent ministers and circuit stewards.

May to July 2009

Circuit consultations concerning reinvitations and recommendations from Invitation Committees to September Circuit Meetings.

5 September 2009

Diaconal stationing profiles to be with the Warden of the Diaconal Order.

18 & 19 September 2009

Conversation and information days for deacons.

By 20 September 2009

Circuit Meetings at which re-invitations are decided by ballot.

24 September 2009

Probationer applications to be with the District Chair.

27 September 2009

Closing date for applications for probationer appointments to be with Discipleship and Ministries Cluster.

27 September 2009

Completed profiles for deacons and

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from Circuits requesting a diaconal appointment to be with the Warden.

1 October 2009

Completed profile from presbyters and Circuits seeking a presbyter to be with the District Chair.

6 October 2009

All profiles to be with Stationing Administration.

19 October 2009

Diaconal Stationing Sub-Committee considers all diaconal appointments and makes recommendations to bring to the first Stationing Matching Group.

Late October 2009

Designation of accepted probationer appointments.

Late October 2009

Profile books and discs published.

2-3 November 2009

First Stationing Matching Group considers superintendency and any phase 1 non-superintendency appointments and receives the recommendations of the Diaconal Stationing Sub-Committee, followed by visits.

4 November 2009

Deacons and Circuits informed of diaconal stationing.

24, 25, 26 November 2009

Second Stationing Matching Group considers further appointments as shown in section H1 of the Good Practice Guide (any outstanding superintendencies and presbyteral appointments), followed by visits.

5 January 2010

Initial Stationing Sub-Committee.

12 January 2010

Third Stationing Matching Group deals with outstanding appointments.

1 February 2010

Stationing Action Group begins its work.

7 Other Matters

7.1 Fresh Expressions

The Stationing Committee welcomed to meetings The Revd Peter Pillinger who convenes the Fresh Ways Working Group and The Revd Ian Bell from the Connexional Team who will be taking forward the Pioneer Ministries Projects under the title Venture FX. The Committee agreed the urgent need to resolve issues about the nature of Methodist Fresh Expressions projects and the mechanisms by which appointments to them are made and committed itself to work closely with those involved to facilitate the making of appointments to the projects when they are agreed.

7.2 The Committee recognises that many Fresh Expressions of church life and worship are emerging from individual churches, from circuits and from districts and wishes to play its part in encouraging these developments. It welcomes the need recognised by the Stationing Review Group for us to live with 'loose ends' and 'fuzziness' in some areas of our stationing policy.

7.3 Reports

At each of its meetings, the Committee receives reports from the Stationing Matching Group, the Stationing Advisory Committee, the Discipleship and Ministries Cluster within the Connexional Team, the

Methodist Diaconal Order (on stationing matters) and, when in session, the Stationing Action Group.

7.4 **Stationing Issues in Circuits Which Are Reconfiguring**

Work still needs to be done to consider how stationing issues and in particular reinventions should be dealt with in Circuits which are reconfiguring. Memorial M51 to the Conference of 2007 from the Portland Circuit raised the issue and was referred to the Stationing Committee. The Committee's response was adopted by the 2008 Conference. The advice remains in force until the further work referred to above is completed. That advice is available to Circuits through the District Chair or Lay Stationing Representative.

7.5 **Stationing Advisory Committee**

The Revd Alison Tomlin retires at the end of the Connexional Year as chair of the Stationing Advisory Committee and the Committee would like to thank her for her wisdom and dedication in the task of advising ministers and the Connexion on what are frequently very sensitive matters of personal ministry and much wider issues of connexional deployment. The Revd Vernon Marsh, Chair of the Sheffield District will take over as chair of the Committee.

8 The Availability and Deployment of Methodist Presbyters and Deacons

8.1 Appendix 2 shows the current deployment of both presbyters and deacons.

8.2 Appendix 1 gives the current forecast of the number of presbyters likely to be in active ministry until 2012. In line with the London resolutions agreed by the Conference of 2008, the Committee has increased the projected figure for probationers from 50 to 60. It remains possible that the change from Foundation Training to portfolio-based candidating may continue to impact on the numbers of candidates and hence of probationers for the next two to three years. The Committee again wishes to make it clear that there is no financial cap on the availability of training places, nor, hence, on the number of probationers entering ministry.

8.3 Work will be carried out by the Connexional Team in the connexional year beginning in September 2009 to update these forecasts. It is anticipated from some work already carried out that there will be an increase in normal retirements in the years 2011/2012 and 2012/2013. Forecasting the availability of presbyters and deacons is likely to become increasingly complex as a result of the new flexible retirement arrangements. Clearly some presbyters and deacons may wish to retire before the age of 65, or to take on part-time appointments, whilst others may wish to continue in stipendiary ministry, in either a full-time or part-time capacity, after the age of 65.

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***RESOLUTION

26/1. The Conference received the Report.

Section B: Standards of accommodation and furnishing for manses

1. This report is brought under the aegis of the Stationing Committee but it has been developed by a process of discussion and consultation between that committee and the Ordained Ministries Committee, the Stationing Advisory Committee and the Connexional Allowances Committee.
2. It brings changes to Standing Orders with the aim of better articulating the relationship between:
 - a. the manse as a base for the work of ministry.
 - b. the manse as a home (and the ensuing need to respect and protect the interests and privacy of those who live there).
3. It follows the current policy of confining Standing Orders to general principles and spelling out the detail in Guidelines.
4. It makes no assumptions about the use of rooms within a manse for church purposes, but aims to ensure that where such use does take place the privacy and safety of the occupants is not compromised. It addresses concerns about the use of upstairs rooms for church business and the use of space within the manse in general.
5. It acknowledges the realities of both circuit budgets and the nature of the available housing stock in any given locality, while ensuring that the recommended standard is kept firmly in view and is not allowed to become a mere aspiration. It also allows for variations in family size and structure.
6. It remedies the anomaly in the current Standing Orders whereby the provision of manses for deacons was set at a lower standard than that for presbyters. At the same time it acknowledges that this could have been appropriate for reasons of mission – but there is no reason why this should not apply equally to presbyteral appointments. In some settings, or where an appointment is expected to be short-term, such flexibility may be necessary. The needs of mission must not of course be used to cloak less worthy motives.

***** RESOLUTIONS**

26/2. The Conference adopted the Report.

26/3. The Conference amended Standing Orders as follows:

S.O. 803 Accommodation and Furnishing. (1) (a) Subject to clause (2) below the Circuit or other body responsible for provision of the stipend of a circuit minister or deacon or other minister or deacon in the active work or probationer appointed to a station within the control of the Church shall provide a manse **as a base for the work of ministry as well as a home.**

- (b) ***The accommodation to be provided shall satisfy the relevant accommodation guidelines approved from time to time by the Conference, unless permission for a departure from those guidelines has been granted under paragraph (c) below.***
- (c) ***In any case in which it is proposed that there be a significant departure from the approved accommodation guidelines, permission shall be sought by the Circuit or other responsible body from the district Policy Committee or, if the appointment is not a circuit appointment, the Methodist Council or other body or person to whom the council may delegate the granting of such permissions.***
- (d) ***Such permission shall only be granted if the committee or council (or other body or person) is satisfied:***
 - (i) ***that it is appropriate because of the particular local circumstances or nature of the appointment or for some other compelling reason; and***
 - (ii) ***that the matter has been fully discussed with the minister or deacon concerned and (if applicable) those responsible for his or her oversight, such discussion having taken place, in the case of an incoming minister, before an invitation has been offered and accepted, and, in the case of an incoming deacon, before the Warden of the Methodist Diaconal Order has made his or her recommendation as to stationing.***
- (e) ***No such departure shall be permitted in the case of an incoming probationer after the description of the appointment has been furnished under Standing Order 723(2)(a).***

~~The basis of manse accommodation shall, subject to clause (3) below, be a four-bed roomed house giving sleeping accommodation for a mixed family and visitors. One bedroom should serve as a study if desired. The house must also provide adequate living accommodation comprising at least two reception rooms and kitchen. In the case of smaller modern properties care should be taken that there is adequate accommodation for interviews when the study itself is not large enough for that purpose. Adequate garage and or parking facilities should also be provided. The loft should be insulated up to present day specifications. Wall insulation may be considered but only adopted if so advised by an independent professional other than the contractor. In cases of very large windows double glazing may also be considered.~~

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- (1A) For the purposes of clause (1) above, provision of a manse “as a base for the work of ministry” means that the minister, deacon or probationer concerned is expected to discharge the duties of the appointment in substantial part from the manse (whether or not he or she has a study available elsewhere) but does not oblige him or her to hold meetings or to conduct pastoral or other confidential interviews at the manse.**
- (2) *[dealing with where ministers, deacons or probationers are married to each other – to remain unchanged.]*
- (3) In their application to the accommodation provided for a deacon or diaconal probationer the provisions of clause (1) above shall be modified as follows. The accommodation shall in every case be adequate both for the needs of the person concerned and any family members and/or dependants residing with him or her and for the discharge of the responsibilities of the appointment. The minimum accommodation shall be a living room, bedroom, kitchen and a spare bedroom-cum-study. The provision of any accommodation smaller than that required by clause (1) above shall be subject to consultation with the Warden of the Methodist Diaconal Order. The question of adequacy shall be the subject of discussion between the Warden and the circuit stewards or other responsible officers and if there is any unresolved dispute the decision of the district Manses Committee shall be final. All new diaconal appointments shall have suitable accommodation available and already inspected by the district Manses Committee before the commencement of the appointment.
- (4) The Circuit or other such body shall also provide all carpets, curtains and other floor covering, lamp shades and light fittings, fixed fires (where fitted), study furniture and kitchen cupboards, as specified in clauses (5) (6) to (8) below.
- (5) Subject to clause (7) below, the schedule of minimum requirements for the furnishing of manses is as follows:
- (i) Dining Room: Carpet and underfelt; rug.
 - (ii) Lounge: Carpet and underfelt; rug.
 - (iii) Study: Desk of adequate size; chair; two additional chairs; footscap filing cabinet; plenty of cupboard and drawer room; 30 yards bookshelves; telephone; carpet and underfelt; waste paper basket.
 - (iv) Kitchen: Modern sink unit with adequate draining facilities; efficient and economic gas or electric cooker; adequate shelf and cupboard room and good working surfaces; proper provision for food storage and kitchen utensils, preferably enclosed; suitable floor covering.
 - (v) Bedrooms: These should be carpeted.
 - (vi) Toilet: Bath; wash basin; W.C.; hot and cold water; towel rail; toilet cupboard or shelf; suitable floor covering.

- (vii) ~~Hall: Suitable floor covering where necessary; stair carpet; carpet on landings.~~
- (viii) ~~General: Study furniture should be free from woodworm, and springs and upholstery in good state of repair. Curtains for all windows (to be renewed after fair wear and tear). Electric light bulbs and properly fitting shades throughout. An adequate supply of 13 amp electric points. A suitable TV aerial. The water heating system should be such as to provide constant hot water at minimum cost, with immersion heater for summer use. The provision of a shower for use with the bath should be considered. If possible, plumbing for an automatic washing machine should be installed as necessary. Draught excluders should be provided where required. Adequate locks for external doors and windows should be provided. A lawn-mower should be provided adequate to the needs of the garden.~~

(6) Guidelines as to the minimum requirements and best practice in the furnishing of manses shall be issued from time to time on behalf of the Methodist Council.

Commonsense and flexibility should be exercised in applying **those guidelines** the above schedule. It is the clear duty of the Circuit or other responsible body to see that each manse contains the items in the schedule **guidelines**, but if a minister, deacon or probationer has any of these items and is willing that they should be used then it should be noted that these items may be required when there is a new appointment but are not needed now.

- (7) Where accommodation smaller than that required by clause (1) above is provided under clause (2) above, **the accommodation provided does not comply in all respects with the guidelines referred to in clause (1) above, whether as a result of a permitted departure from those guidelines or otherwise, the furnishings shall satisfy the requirements of clause (6) above as far as is reasonably possible and in any event** shall be adequate for the accommodation and appropriate for the purposes of a manse.
- (8) A minister, deacon or probationer bringing study furniture, cooker, carpets or curtains into a manse so as to render surplus manse furniture or furnishings (not considered inadequate by the district manses committee by reference to the schedule of **guidelines as to** minimum requirement) is responsible.

[Clauses (9) to (10) unchanged]

***** RESOLUTION**

- 26/4.** The Conference approved the Accommodation Guidelines set out below and directs that they be printed in Constitutional Practice and Discipline of the Methodist Church.

Guidelines on provision of adequate accommodation for manses

1. Whilst it is impossible to prescribe exactly the number and use of rooms in a manse because of the wide variation in the internal arrangements of houses, a manse must provide adequate accommodation for a mixed family and visitors. This should include:
 - ∞ enough bedrooms (normally four)
 - ∞ at least two separate living rooms and a kitchen
 - ∞ a separate study (one of the bedrooms may be used for this purpose provided that all other requirements of these guidelines are met).
2. Adequate garage or other parking facilities should be provided.
3. Circuits should seek high standards of energy efficiency including e.g. roof and wall insulation, double glazing, energy-efficient central heating boiler etc.
4. Arrangements for the use of a manse for the work of ministry must be such as to protect the confidentiality of all parties.
5. If possible the study should be downstairs. There should be no necessity for anyone visiting the manse on church business to go upstairs.
6. If there is no study downstairs and a bedroom is used as a study it must be possible for pastoral interviews or church business to be conducted in one of the downstairs rooms without disturbing the privacy of other family members or compromising the minister or deacon's own privacy. These arrangements must be thoroughly explored with the prospective minister or deacon before a match is concluded in the case of a circuit manse. Circuits, Districts or other bodies providing manses should note that this requirement may cause difficulties in a house with fewer than four bedrooms.
7. If the arrangement of the rooms downstairs in the manse makes the above impossible, or in any case if there is no downstairs cloakroom, proper provision must be made elsewhere (e.g. a properly appointed study at a church).
8. Since the manse is to be used as a home as well as a base for the work of ministry, proper arrangements must be made for protecting the privacy of ministers and deacons and their families. Such arrangements must include:
 - ∞ maintaining their safety
 - ∞ allowing them to carry out the activities of daily life without undue restriction
 - ∞ protecting them from intrusion and embarrassment.
9. Circuits must be aware that providing a small manse may lead to the need to change it with a change of minister.

*** RESOLUTION

26/5. The Conference received the following Guidelines for the Furnishing of Manses to be issued on behalf of the Methodist Council.

Guidelines as to minimum requirements and best practice in the furnishing of manses

Subject to clause (7) of Standing Order 803, the minimum requirements for the furnishing of manses are as follows:

- (i) Dining Room: Carpet and underfelt.
- (ii) Lounge: Carpet and underfelt.
- (iii) Study: Desk of adequate size; chair; two additional chairs; footscap filing cabinet; plenty of cupboard and drawer room; 30 yards bookshelves; telephone; carpet and underfelt; waste paper basket.
- (iv) Kitchen: Modern sink unit with adequate draining facilities; efficient and economic gas or electric cooker; adequate shelf and cupboard room and good working surfaces; proper provision for food storage and kitchen utensils, preferably enclosed; suitable floor covering.
- (v) Bedrooms: These should be carpeted.
- (vi) Toilet: Bath; wash basin; W.C.; hot and cold water; towel rail; toilet cupboard or shelf; suitable floor covering.
- (vii) Hall: Suitable floor covering where necessary; stair carpet; carpet on landings.
- (viii) General: Study furniture should be free from woodworm, and springs and upholstery in good state of repair. Curtains for all windows (to be renewed after fair wear and tear). Electric light bulbs and properly fitting shades throughout. An adequate supply of 13 amp electric points. A suitable TV aerial. The water heating system should be such as to provide constant hot water at minimum cost, with immersion heater for summer use. The provision of a shower for use with the bath should be considered. If possible, plumbing for an automatic washing machine should be installed as necessary. Draught excluders should be provided where required. Adequate locks for external doors and windows should be provided. A lawnmower should be provided adequate to the needs of the garden.

Appendix 1

		NUMBER OF ACTIVE METHODIST MINISTERS (PRESBYTERS)																			
Connexional Year	Actual	2002		2003		2004		2005		2006		2007		2008		2009		2010		2011	
		Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual	Estimate	Actual
		2092	2079	2034	2034	2013	2013	1987	1987	1958	1958	1922	1922	1933	1876	1841	1811	1750			
Normal Retirements	73	85	62	70	66	66	66	59	71	71	71	81	85	70	65	96	110				
Early Retirements	10	10	10	10	10	10	10	10	5	10	10	10	17	10	10	10	10				
Resignations	5	5	5	6	5	6	5	5	3	5	9	5	10	5	5	5	5				
Other Losses	5	5	5	2	5	7	5	5	2	5	2	5	2	5	5	5	5				
TOTAL LOSSES	93	105	82	88	86	89	79	81	91	92	101	114	90	85	116	130					
New Probationers	75	55	83	58	55	54	50	42	50	58	50	51	60	60	60	60					
Other Gains	5	5	5	9	5	4	5	10	5	9	9	13	5	5	5	5					
TOTAL GAINS	80	60	60	67	60	58	55	52	55	67	55	64	65	65	65	65					
END OF YEAR	2079	2034	2040	2013	1987	1982	1963	1958	1922	1933	1876	1883	1851	1821	1760	1685					

Appendix 2

	PRESBYTERS				DEACONS		
	Female	%age	Male	TOTAL	Female	Male	TOTAL
Separated Chairs of District	6	21%	23	29			
Circuit Superintendents	103	19%	436	539			
Other Circuit Appointments	408	41%	577	985	81	31	112
Forces Chaplains	2	9%	21	23			
Other Chaplains	27	32%	58	85	2	2	4
In Connexional Team	4	25%	12	16	2	0	2
In Appointments not within the control of the church	30	25%	91	121	2	1	3
Appointed to Serve Abroad	6	55%	5	11			
Permitted to Reside Abroad	8	30%	19	27			
Permitted to Serve Abroad	2	11%	16	18			
Permitted to Serve Another Church			1	1			
Allowed to be Without Appointment	20	51%	19	39	4	1	6
Permitted to Study	3	60%	2	5			
Sub Total	619	33%	1280	1899	91	35	126
Supernumeraries				1674			110
TOTAL				3573			236