

THE GOVERNING BODY OF THE CHURCH IN WALES

MONDAY TO WEDNESDAY 20 - 22 APRIL 2009

TIMETABLE AND DOMESTIC ARRANGEMENTS

Monday

from 16.00	Information Desk	Venue Cymru Foyer
17.00	Chairmen and Assessors Meeting	Crafnant Room
18.30	Dinner	Orme Suite
20.00	Induction for new members	The Hall
21.00	Archbishop's Reception	Conwy Room

Tuesday

from 08.00	Breakfast	Hotels
09.30	Holy Eucharist	Holy Trinity, Llanudno
from 11.00	Registration	The Hall (landing outside)
	Issue of Simultaneous Translators	The Hall (landing)
From 11.00	Coffee	The Hall (back)
11.30	Commencement of Business	The Hall
13.00	Lunch	Orme Suite
14.00	Continuation of Business	The Hall
18.00	Choral Evensong	St Paul's, Llanrhos
18.30	Dinner	Orme Suite
20.30	Workshop	Conwy Room

Wednesday

07.15	Matins	Holy Trinity, Llandudno
07.30	Holy Eucharist	Holy Trinity, Llandudno
from 08.00	Breakfast	Hotels
09.15	Registration	The Hall (landing)
10.00	Re-commencement of Business	The Hall (landing)
13.00	Lunch	Orme Suite
14.00	Continuation of Business	The Hall

**Members are asked to note that lunch will take place between 13.00 - 14.00
Coffee and tea will be provided during a suitable break in proceedings**

Accommodation

The cost of accommodation and meals for members and guests will be met initially from central Church funds. If you are bringing guests (including spouses) you will have received an account with your papers. Please send cheques (payable to the Representative Body of the Church in Wales) to Alison Smith in settlement of guests' accounts as soon as possible after the meeting.

PLEASE NOTE THE FOLLOWING:

Members will be accommodated in hotels.

You will be advised of your hotel allocation by separate letter or email. Please contact us if you have not heard by 14 April 2009.

Late applicants will be accommodated where space is available. If you have not replied using the accommodation form enclosed with the first Mailing, **please do so now – N.B. all** Governing Body members receive this mailing, regardless of their attendance at the meeting.

Displays and Presentations

Representatives from Church in Wales Publications, Mothers' Union, Christian Aid / Fair Trade, St Asaph Diocese Young People, and Clerical Outfitters, J Wippell & Co Ltd, Ironbridge Vestments Ltd will be present at the rear of the Hall.

Question Time

As you are aware, there will be a Question Time on Tuesday, 21 April. Written questions have already been received at 39 Cathedral Road, Cardiff and these will be answered orally during Question Time. The questioner will be allowed one supplementary question or to make a brief comment on the answer given.

Refectory, Common Room and Bar Facilities

Lunch and Dinner are served in the Orme Suite in Venue Cymru. Breakfast is provided in the hotels. There are bars in Venue Cymru, and most adjacent hotels.

The Hall, Venue Cymru

Please assemble in the main body of the hall – desks and chairs are provided for all members and official guests. Rows of chairs for visitors and non-members are provided at the rear of the Hall. Staff will be in the landing outside the meeting hall from 11.00 on Tuesday and 09.15 on Wednesday to help you to **record your attendance**. It is important that you record your attendance on **both days**. These lists will be removed during the course of the morning.

(Section 22 of Chapter II of the Constitution provides that the Secretaries of the Governing Body must send to the Secretary of each Diocesan Conference a list of attendance of members representing the diocese at meetings of the Governing Body.)

Information Desk

An 'Information Desk' will be situated in the Foyer on Monday, and on the landing outside the meeting hall on Tuesday and Wednesday, where members can go with any problems regarding their accommodation.

Use of Welsh Language

Members have been allocated receivers to enable them to hear the English translation of speeches in Welsh as they returned the forms sent with the first mailing.

If you have been allocated a receiver, these will be issued from 11.00 at the information desk on Tuesday. Please assemble in the Meeting Hall five minutes before the commencement of the business session to test your receiver. Please **ensure you return your receiver to us on departure. Please turn off your receiver when not in use.**

If you decide to address the Governing Body in Welsh, please help the translator by informing the members and pausing long enough to allow them to put on the translation equipment, including if you change from English to Welsh during a speech.

Car Parking

Car parking is strictly controlled and there is limited parking at Venue Cymru. Members may park near their hotels or on the part of the sea front where there are no parking restrictions. Car parking is available in some hotels. There is a pay and display car park near Venue Cymru, and much of the promenade is also pay and display. There are 20 disabled bays at Venue Cymru, where vehicles must display blue badges.

Collections

There will be a collection at the Holy Eucharist on Tuesday and Wednesday mornings. The collection will be given to the Archbishops' (Canterbury and York) Appeal for Zimbabwe, a fund administered by USPG : Anglicans in World Mission and members are asked to please support the Anglican dioceses and parishes in Zimbabwe as they desperately try to witness to God's love and address mounting practical needs.

The Representative Body can use the Gift Aid Scheme to claim back tax if members write their names and addresses and the date on the envelopes that will be provided. Members need to be UK tax payers and have paid an amount of tax which is at least equivalent to the tax to be reclaimed on their gift. Tax will be reclaimed from the HMRC, enhancing substantially the gift of the Governing Body.

Telephone

There are several pay phones in Llandudno nearby. The **Emergency Only** telephone number is 01492 - 379771.

Name Badges

The colour coding of badges is as follows:

Provincial Ex-officio	White
Co-opted	Green
Ex-officio and Elected:	
St Asaph	Pink
Bangor	Blue
St Davids	Red
Llandaff	Yellow
Monmouth	Cream
Swansea & Brecon	Brown
Staff	Lilac



Bishops' Retiring Room

Meeting Room 1 in Venue Cymru is being set aside for use by the Bench of Bishops as a retiring room.

Please stand when the Bishops enter the Meeting Hall at the beginning of the meeting of the Governing Body.

Induction for new members

An Induction Session will be held on Monday 20 April at 20.00 in the Hall where the Governing Body meets. It is intended to help members with procedural matters and to afford an opportunity for questions in an informal setting. You may find it helpful to bring your copy of the "Members Guide to the Governing Body". Existing members wishing a 'refresher course' are welcome to attend.

President's Reception for New members

If this is your first Governing Body meeting, do come along to a reception to be held in the Conwy Room in Venue Cymru on Monday 20 April at 21.00. The Archbishop and members of the Standing Committee would like the opportunity of meeting you and welcoming you to the Governing Body.

Workshop

Members of the Governing Body are invited to attend a workshop on Menter 2 at 21.00 on Tuesday to be held in the Conwy Room in Venue Cymru.

It is anticipated that the workshop will take about an hour, and will take the form of informal questions and discussion on the subject.

