



The **Methodist** Church
Plymouth & Exeter District

Synod Secretary:
David Clitheroe

Coburns Farm
Bishopswood
Chard
Somerset
TA20 3RY

t: 01460 234345
e: synodsec@pemd.org.uk

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Representative Synod Saturday 8th September 2018 **Plymouth Methodist Central Hall**

Dear Friend,

May I add some practical matters to the letter from our Chair of District.

We are again sending out Calling Papers for Synod by electronic mail. May I ask Circuit Administrators to see that those who need paper copies receive them. Please let our District Support Officer Mary-Ann [admin@pemd.org.uk] or me know of any glitches so we can sort them as quickly as possible.

The Autumn Synod is the Synod at which we distribute the District Directory. Directories will be in individually addressed envelopes and grouped by Circuit in the Circuit boxes in the foyer. Please can I ask each Circuit to take the Directories for anyone unable to attend Synod. Please let me know if there are any that need to be posted to the addressee.

I enclose a copy of the Request for a Letter of Greeting Form. If you wish to request a letter, please complete the form and let either Jane Allin or I have it at the Synod. The Attendance slips will be on your seat.

Coffee and Tea will be available during the day. The Discovery Café at Central Hall is an integral part of the complex. You can purchase lunch from the Café. If you intend to do this, please order your meal before Synod starts so that the Café staff can serve everyone as quickly as possible. Central Hall is very close to other food outlets in the Shopping Mall at Drakes Circus. There will also be seats in the Hall for those bringing packed lunches.

May I ask those who need **reserved parking for cars with Disability Badges** to let me know [by e-mail or phone] and I will arrange to make parking available in front of Central Hall. Would other representatives please use public parking. Details of public parking are in the letter from Central Hall.

Thank you

Any other matters which arise before Synod please contact me or Mary-Ann

I look forward to seeing you all,

David Clitheroe, Synod Secretary