



## **SOUTH EAST SCOTLAND AREA MEETING**

### **Attendance at events, courses and conferences in the UK: guidance on financial support**

#### **EVENTS, COURSES AND CONFERENCES ATTENDED IN THE SERVICE OF AREA MEETING**

**Training for service to Meetings (including courses and conferences for Elders, Pastoral Friends, Clerks, Treasurers, those working with children and young people and those responsible for nominations):**

- For service to Area Meeting, attendance to be minuted by Area Meeting; full expenses paid by Area Meeting. We ask Friends wishing to attend a training course to do this within the first year of their appointed service if possible.
- For service to Local Meetings, full expenses should be jointly funded with the Local Meeting making a contribution according to its means, the amount to be agreed with the Area Meeting Treasurers.

**Friends appointed to represent Area Meeting at Quaker conferences such as Representative Councils, or conferences called for the consideration of specific topics:**

- Full expenses paid by Area Meeting.

**Friends appointed by Area Meeting to attend any other Quaker or non-Quaker conference, or event as Area Meeting's representative (including Young Friends General Meeting and General Meeting for Scotland):**

- Full expenses paid by Area Meeting.

#### **Representatives to Junior Yearly Meeting:**

- Full expenses paid by Area Meeting.

#### **OTHER REQUESTS FOR FINANCIAL SUPPORT TO ATTEND CONFERENCES, COURSES AND EVENTS**

Requests for bursary assistance should normally be made through a Pastoral Friend. If a decision is needed rapidly about whether it is appropriate to recommend someone for bursary help, any Friend may consult with the convenor of Area Meeting Pastoral Friends or the Area Meeting Treasurer for advice and assistance.

These notes are intended as guidance for Pastoral Friends and others giving advice to Friends seeking financial support for attendance at conferences and other Quaker events. Please note that it is Area Meeting policy to support the spiritual development of all Friends and attenders, who should always be encouraged to participate in Quaker events irrespective of their financial circumstances. We need more people, especially younger people, to expand our Quaker communities. Those attending events like Yearly Meeting, Junior Yearly Meeting, Shindig, Link Weekends and the Family Weekend are often adults and young people who have a minimal link with their Local Meeting. Attendance at the event might encourage them to start coming.



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When a Pastoral Friend recommends that Area Meeting should offer financial assistance, this should be done on the general grounds of the financial need of the recipient.

#### **Yearly Meeting, Yearly Meeting Gathering:**

- Bursary help is normally available from Area Meeting up to the full cost of attending, on the recommendation of a Pastoral Friend. (This includes accompanying family members, where appropriate.)

#### **Junior Yearly Meeting (additional places), Young Friends General Meeting, Northern Friends Summer Shindig, Family and Link Weekends:**

- Bursary help is normally available from Area Meeting up to the full cost, on the recommendation of a Pastoral Friend or a Friend who works with and knows the young people / family.

#### **Friends and attenders wishing to attend any Quaker conference (e.g. Woodbrooke courses; special interest groups), but not appointed as AM representatives or in connection with service:**

- Normally bursary help is available from Area Meeting for up to 50% of the expenses of attending, on the recommendation of a Pastoral Friend. More may be available if the applicant's Pastoral Friend and the convenor of Pastoral Friends recommend it.

#### **Other conferences (e.g. non-Quaker conferences):**

- The case for attending should if possible be brought to an Area Meeting, which will make a recommendation about what bursary help can be given. If time is short, the AM Clerks may use the 'between-meetings procedure' and report to the next Area Meeting.

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**Claims** should be made by participants on special forms available from the Area Meeting treasurers (se-treasurer@quaker.scot) and should be accompanied or subsequently backed up by originals, scans or photocopies of used tickets and/or other receipts. Full costs should be shown on the form, even if only partial funding or refunding is sought. Participants may ask course organisers to invoice the Area Meeting Treasurers direct: see expense claim form.

Full expenses include course fees, accommodation costs and travel costs. Area Meeting encourages using public transport where possible. Where suitable public transport is not available, travel costs by car are currently paid at not more than 45p per mile depending on type of car.

Please note that, in accord with its testimony to environmental care, Area Meeting will only pay for UK air travel in exceptional circumstances.

As at October 2023