

night in the All Saints' Annex.

The meeting is chaired by the vicar and each member receives an agenda for the meeting along with accompanying documents at least seven days in advance of the meeting.

Conditions for Nominating & Qualifying for Office

Nominees must be:

- at least sixteen years of age // actual communicants // on the Electoral Roll of this Parish for at least six months

Proposers and seconders must be on the Electoral Roll of this Parish.

No person shall be nominated unless they have signified their consent to serve, or there is in the opinion of the meeting sufficient evidence thereof. No person shall be nominated if they are disqualified from serving by the Church Representation Rules. (See right for details)

DISQUALIFICATION (Church Representation Rules s46A and 46B)

A person shall be disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council or any synod under these rules if the person:

is disqualified from being a charity trustee under section 178 of the Charities Act 2011 and the disqualification is not for the time being subject to a waiver by the Charity Commission.

is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006)

has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (unless the person's disqualification under this subsection has been waived in writing by the bishop of the diocese in question.)

has been so disqualified from holding office under section 10(6) of the Incumbents (Vacation of Benefices) Measure [1977]

Note - In order to confirm that you are eligible to act as a charity trustee, all newly elected PCC members will be required to sign a declaration confirming their eligibility to hold office as a charity trustee eligibility (i.e. non-disqualification under charity law) and will be asked to sign a Fit and Proper Person declaration. A copy of these declarations can be found at www.parishresources.org.uk/pccs/apcms/. By confirming that you are eligible for election, you are confirming that you are able to sign these declarations.

What
is the
PCC?



ALLSAINTS
WOODFORD WELLS

(Adapted from CPAS 'PCC Tonight')

The Parochial Church Council (PCC) is the key decision-making body of a Church of England parish. It consists of clergy, churchwardens and others elected by the Annual Parochial Church Meeting (APCM) of the parish.

What is the PCC responsible for?

The PCC is responsible for sharing the leadership, management and administration of a parish with the incumbent.

Its powers and duties are defined by certain Acts of Parliament and other legislation, principally the Parochial Church Councils (Powers) Measure 1956. It states: **'It shall be the duty of the incumbent and the Parochial Church Council to consult together on matters of general concern and importance in the parish.'** The PCC has the following functions:

Co-operation with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The consideration and discussion of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question.

Making known and putting into effect any provisions made by the diocesan synod or the deanery synod, but without prejudice to the powers of the council on any particular matter.

Giving advice to the diocesan synod and the deanery synod on any matter referred to the council.

Raising such matters as the council consider appropriate with the diocesan synod or deanery synod.

It exists to enable the church to play its part in God's mission to his world

This often surprises people. They think the PCC is about looking after the fabric of the church, or keeping the books. But the first stated purpose is about mission, and suggests a model of co-operation between the minister and the PCC. This is about helping a church fulfil its purpose, and to consider where God is leading us at this time as we seek to fulfil Christ's mission and ministry in our context, asking ourselves: (i) What is the mission of God in our parish and beyond? (ii) What ministries do we need for this mission? (iii) What resources do we need for these ministries?

It exists to co-operate with the minister in sharing leadership

Jesus sets the agenda for his people, and the PCC and minister are tasked with the process of discerning what this might be at this time in the life of a church, and how it might be lived out. However, the incumbent also has some unique responsibilities in the life of the church, including the 'cure of souls in this parish', which mean there is a 'buck stops here' element to the incumbent's role. The PCC is there to work alongside the vicar in sharing responsibility for discerning how it will enable the church to be about God's mission and ministry in that place.

It exists to ensure legal compliance with charity law and ecclesiastical law, in particular in the areas of finance, employment and appointments

PCC members are trustees of a charity and therefore under obligation to act as good stewards of the resources of the church. The PCC must comply with charity law. Whilst this should not be seen as overly burdensome, it is important that PCC members understand their duty of care. Key areas here are safeguarding, financial oversight, health and safety, disability, insurance, risk assessment, data protection, and acting as a good employer of any paid workers. Much of the day to day responsibility in this area is delegated to staff, but the PCC is there to provide oversight.

It exists to care for the buildings so that they may be best suited for the purpose of the church's ministry and mission

The PCC is responsible for maintenance and repair of the church building, inside and out, especially work recommended by the inspecting architect in the Quinquennial (five-yearly) Report. The PCC is involved in any application to the Diocesan Advisory Committee (DAC) for a *faculty* (permission to effect a change to the church, or its contents).

It exists to be a channel of consultation within the wider Church through its synodical structures on matters that affect the Church locally and nationally

These structures were put in place to ensure a means by which the Church of England could 'talk' about important matters, enabling local churches to have a voice in wider Church issues, and decisions of the wider Church to be permeated down through the life of local churches.

What is the role of a PCC member?

PCC members work together to ensure the effective running of the parish. This will involve:

Leadership: Members should take responsibility for the decisions taken by the PCC and should act as a conduit to and form the congregation to inform and explain those decisions. They should not be influenced by personal agendas. Members should set a good example in their involvement with the church.

Prayer: Members are encouraged to pray for the meetings, other members and the life of the parish. There are various resources we provide to help with this.

Attendance and preparation: PCC members should aim to attend meetings and to read minutes, financial statements and papers before each meeting, considering how best to contribute to the items to be discussed.

Contribution: Each member of the PCC is valued for what they bring: their gifts, skills, experience and knowledge. We expect people to offer these in service of the aims of the PCC, both in the meetings and outside the meetings in the wider life of the church.

Values: PCC members are part of the leadership of the church, therefore they are expected to model the core values at the heart of church life in their own spiritual journey and the practical out-working of that in their daily lives. Whilst none of us will do this perfectly, part of our way of working will be to help each other live as disciples of Jesus.

Connection: It also helps if PCC members attend major activities not just in the parish but in the diocese and deanery, so that they feel part of the wider church family and are aware of what is going on.

How does the PCC operate?

We meet 8 - 10 times a year, normally from 7.45 pm to 10.00 pm on a Monday