

CHURCH REPRESENTATION RULES

Parochial Church Meetings and Councils Business

9. (1)The annual meeting shall receive from the parochial church council and shall be free to discuss –

- (a) a report on changes in the roll since the last annual parochial church meeting or, in a year in which a new roll is prepared, a report on the numbers entered on the new roll;
- (b) an annual report on the proceedings of the parochial church council and the activities of the parish generally;
- (c) the financial statements of the parochial church council for the year ending on the 31st December immediately preceding the meeting, independently examined or audited as provided by paragraph (3) hereof;
- (d) a report upon the fabric, goods and ornaments of the church or churches of the parish under section 5 of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991; and
- (e) a report on the proceedings of the deanery synod.

(2)The council shall cause a copy of the said roll to be available for inspection at the meeting.

(3)The said financial statements shall –

- (a) be independently examined or audited in such manner as shall be prescribed in accordance with rule 54(8);
- (b) be considered and, if thought fit, approved by the parochial church council and signed by the chairman presiding at the meeting of the council; and
- (c) be displayed for a continuous period of at least seven days before the annual meeting, including at least one Sunday when the church is used for worship, on a notice-board either inside or outside the church.

(4)The annual report referred to in paragraph (1)(b) above and the said financial statements shall be prepared in such form as shall be prescribed in accordance with rule 54(8) hereof for consideration by the annual meeting. Following such meeting the council shall cause copies of the annual report and statements to be sent within twenty-eight days of the annual meeting to the secretary of the diocesan board of finance for retention by the board.

(5)The annual meeting shall in the manner provided by rule 11 –

- (a) elect in every third year parochial representatives of the laity to the deanery

synod;

(b)elect parochial representatives of the laity to the parochial church council;

(c)appoint sidesmen;

(d)appoint the independent examiner or auditor to the council for a term of office ending at the close of the next annual meeting, provided that such person shall not be a member of the council;

and the elections and appointments shall be carried out in the above order.

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Supplementary and interpretation

54. (8) (a) In these rules any matters or regulations to be prescribed shall be prescribed by the Business Committee of the General Synod in accordance with the following procedure.

(b)Any matters or regulations made under this rule shall be laid before the General Synod and shall not come into force until they have been approved by the General Synod, whether with or without amendment.

(c)Where the Business Committee determines that matters or regulations made under this rule do not need to be debated by the General Synod then, unless –

(i) notice is given by a member of the General Synod in accordance with Standing Orders that he wishes the business to be debated, or

(ii) notice is so given by any such member that he wishes to move an amendment to the business,

the matters or regulations shall for the purposes of sub-paragraph (b) above be deemed to have been approved by the General Synod without amendment.

APPENDIX II

General provisions relating to parochial church councils

Officers of the Council

1.

(g)If an independent examiner or auditor to the council is not appointed by the annual meeting or if an independent examiner or auditor appointed by the annual meeting is unable or unwilling to act, an independent examiner or auditor (who shall not be a member of the council) shall be appointed by the council for a term of office ending at the close of the next annual meeting. The remuneration (if any) of the independent examiner or auditor shall be paid by the council.

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Minutes

12. (e) The independent examiner or auditor of the council's financial statements, the bishop, the archdeacon and any person authorised by one of them in writing shall have access to the approved minutes of the Council meetings without the authority of the council.