

Frequently Asked Questions

When can I add my name to the Roll?

Names can be added to or removed from the Roll during the course of the year, except between the completion of the Roll and the close of the APCM.

How do I add my name to the Roll?

You can only be added to the church electoral roll if you complete, sign and return an application form to the electoral roll officer.

How can I remove my name from the Roll?

You can be removed from the electoral roll by writing to the electoral roll officer.

Can I be on more than one Electoral Roll?

A person can be on the Roll of several parishes or cathedrals if fulfilling the above criteria, but can only use one parish for the purpose of membership of the PCC, election to synods, etc.

Full name _____

Preferred title (if any) _____

Full address _____

_____ Postcode _____

Email address (optional) _____

1. I declare that (please tick only one box from options A or B)

A I am baptised, am a lay person, and am aged 16 or over

B I am baptised, am a lay person, and become 16* on _____

**Those who become 16 in the next twelve months may complete the form and become eligible to be entered on the roll on their sixteenth birthday.*

2. I declare that (please tick only one box from options A, B or C)

A I am a member of the Church of England (or of a Church in communion with the Church of England) and am a resident in the parish.

B* I am a member of the Church of England (or a Church in communion with the Church of England) and, not being resident in the parish, [but have habitually attended public worship in the parish during the preceding six months] [and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because _____]

C* I am a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England [and I have habitually attended public worship in the parish during the period of six months prior to enrolment] [and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because _____]

I declare that the above answers are true and I apply for inclusion on the church electoral roll of the parish.

Signed: _____ Date: _____

Notes

General matters

1. The only Churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches, as listed in the Supplementary Material to the Canons (but note [Rule 83\(3\)](#) of the Church Representation Rules, which provides for any question as to whether a particular Church is in communion with the Church of England to be decided by the Archbishops of Canterbury and York acting jointly).
2. Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
3. *Every six years a new roll is prepared and those on the previous roll are informed so that they can reapply. If you are not resident in the parish but were on the roll as a habitual worshipper and have been prevented by illness or other sufficient cause from worshipping for the past six months, you should complete declaration 2B or 2C as follows –
 - (a) delete the first set of words in square brackets and
 - (b) at the end of the second set of words in square brackets, briefly state the reason for not having worshipped as mentioned.
4. If you have any problems with this Form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
5. In this Form 'parish' means ecclesiastical parish.

Use of email addresses and other personal data

6. You do not have to provide an email address on this Form. If you do provide one, the Parochial Church Council and the electoral roll officer are entitled to use that email address to communicate with you in connection with the maintenance or revision of the Roll or the preparation of a new Roll or with elections to or membership of the Council.
7. The Church Representation Rules impose certain requirements for your name and address to be given to a third party, such as the diocesan electoral registration officer, in connection with elections to or membership of a deanery synod, diocesan synod or the House of Laity of the General Synod. If you provide an email address on this Form, it will be given to the third party along with your postal address.
8. A third party to whom your name and address have been given under the Church Representation Rules is in certain cases required by the Rules to pass them on to another person, such as the presiding officer in a synodical election. If you provide an email address on this Form, that email address will be given to the other person along with your postal address.
9. Any person to whom your email address or other personal data is given under the Church Representation Rules is required by those Rules to hold the data securely. Furthermore, if you do provide an email address on this Form, that does not give anybody the right to use it for any purpose other than those permitted by the Rules; so it cannot, for example, be used for social matters or fund-raising.
10. The roll is published after each annual revision and after the preparation of a new roll. The published roll will include your name (as well as the name of every other person on the roll) but none of your other personal data (as defined by the Data Protection Act 2018) will be made public as a result of your inclusion on the roll.

What is the Church Electoral Roll?

Why have one?

It is your parish church's register of electors; it is the list of those qualified to attend and to vote at the Annual Parochial Church Meeting where the elections take place for:

- a) The parochial church council;
- b) The parish's representatives on the deanery synod.

Any person entitled to attend the Annual Parochial Church Meeting may raise any question of parochial or general church interest.

Renewal of the electoral roll takes place in 2019 and every six years thereafter. In a year of renewal, no names are carried over from the old roll and everyone must make a new application to be included on the new roll.

What difference does it make?

By enrolling you become a voting member of the Church of England and so help to ensure that all the synodical councils of the Church -the parochial church council, the deanery synod, the diocesan synod, and the General Synod -are fully representative of its members.

Synodical government gives an opportunity for partnerships between bishops, clergy and laity in the life of the church:

First the system is intended to enable church people at every level to be in touch with the Church as a whole and to play their part in decision-making. Secondly, the system is intended to ensure that the laity have their place in every aspect of church life, including its doctrine and services.