

**The Parishes of [REDACTED], [REDACTED], [REDACTED] and [REDACTED]**  
**In the Diocese of Lichfield**

Scheme for Joint Council

Made pursuant to Section C of the Model Rules

Church Representation Rules 2020

The Annual Parochial Church meetings of the parishes of [REDACTED], [REDACTED], [REDACTED] and [REDACTED] in the [REDACTED] Benefice (“the Benefice”) in the Diocese of Lichfield, in exercise of the powers conferred by Section C (paragraphs M37-M42) of the Model Rules contained in the Church Representation Rules 2020 (“CRR”), hereby make the following scheme:

**1. New Joint Council**

The Parochial Church Councils of the Parishes of [REDACTED], [REDACTED], [REDACTED] and [REDACTED] in the [REDACTED] Benefice (“the Benefice”) in the Diocese of Lichfield desire to establish a Joint Parochial Church Council, hereinafter called the ‘Joint Council’. The provisions of the CRR and of the Model Rules pertaining to Parochial Church Councils shall be applied to the Joint Council and its members, officers and proceedings as if the Joint Council were a Parochial Church Council. (For the avoidance of doubt each constituent parish of the Benefice will continue to hold an annual parochial church meeting and a meeting of parishioners but the Joint Council shall appoint an electoral roll officer to have responsibility for the purpose of compiling the electoral rolls for the parishes)

**2. Name of Joint Council**

The new Joint Council shall be known as the [REDACTED] Council (the Joint Council).

**3. Membership of Joint Council**

The Joint Council shall have the following membership:

1. the Incumbent of the Benefice
2. any ministers duly licensed to the Benefice, (“minister” having the meaning specified in Rule 83(1) of the CRR). (For the avoidance of doubt, Curates on limited Common Tenure for training purposes are excluded from this definition of “minister”; they shall be expected to attend meetings of the Joint Council but shall not be voting members)
3. [REDACTED] *[this number should be a number that is reasonably manageable]* persons from each Parish being lay members of the congregation of that Parish whose names appear on the electoral roll of one of the constituent parishes of the Benefice. These shall be the two Churchwardens of each church and one other lay person from each church congregation who shall be nominated or elected by the annual parochial church meeting of the relevant Parish. If there is a vacancy in the office of a churchwarden, the annual parochial church meeting of the relevant parish may nominate or elect a lay person to be a member of the Joint Council until such time as

the vacancy in the office of churchwarden is filled. The annual parochial church meeting may nominate or elect a lay person to be a reserve member of the Joint Council so as to attend and vote at any meeting which the full member is unable to attend.

4. any lay persons holding the Bishop's authority to lead worship in any parish within the Benefice as Authorised Worship Assistants or Readers
5. The Joint Council may also co-opt up to two additional members (who may be clergy or lay) if it considers that their particular skills or experience would be of benefit to the Joint Council

#### **4. Officers of the Council**

1. The Chair of the Joint Council shall be the Incumbent of the Benefice or during a vacancy the Priest in Charge.
2. The secretary of the Joint Council shall be any person so elected by the Council for the purposes of recording the minutes of meetings, the holding of all documentation related to Joint Council business, the recording of any resolutions and the monitoring of actions taken on behalf of the Joint Council and the transaction of any correspondence relating to the affairs of the Joint Council.
3. The Joint Council may appoint one or more persons to be Treasurer to the Joint Council.
4. An Auditor or independent examiner shall be appointed by the Joint Council. This person shall have access to all financial statements of the Joint Council.
5. The Joint Council may appoint an Administrator upon such terms as the Council thinks fit.
6. The posts of Administrator, Secretary to the Joint Council, Treasurer and independent examiner, may be remunerated at the Joint Council's discretion subject always to the provisions of the Charities Act 2011 and the Church Representation Rules 2020 (or any statutory revision of them).
7. The Joint Council shall have the power to appoint further remunerated or unremunerated officers as it thinks fit.

#### **5. Meetings of the Joint Council**

1. The Joint Council shall hold not less than four meetings each year as equally spaced as is possible. The first of such meetings taking place on or after 1<sup>st</sup> June in each year shall be designated the Annual Meeting at which time the Joint Council Officers (other than the Chair) shall be re-elected by simple majority.
2. The Chair shall at each meeting call for declarations of any potential conflict of interest from members. The Chair shall have the power to bar individual members from votes of the Joint Council where it is considered that a conflict of interest may arise. Rule 5.8 below continues to apply.

3. The Treasurer's reports detailing the financial transactions of the Joint Council, including payment of parish share to the Diocesan Board of Finance and the finances of any Benefice-wide instrument or activity, shall be presented no less than annually and voted on by members. Such reports shall be made available to the annual parochial meeting of each parish in the Benefice.
4. Dates for future meetings shall usually be set during meetings. A Joint Council meeting may be convened by the Chair or if requested, by at least a quarter of members at any time, giving at least ten days' notice to members (provided that such notice may be waived if all of the members consent)
5. An agenda and any other documentation to be discussed at a forthcoming meeting shall have been delivered to members not less than seven days prior to the date of the relevant meeting.
6. A point of order may be requested at any time during the meeting in order to amend the agenda but shall require the consent of three quarters of those members present and voting to be carried.
7. No business shall be transacted at a meeting of the Joint Council unless at least one quarter of members are present and voting and the majority of the members present are lay members. No business which is not specified in the agenda shall be transacted except by consent of the Chair excepting 5.6 above.
8. All business of the Joint Council shall be decided by simple majority of those present (noting 5.7 above), with the Chair holding a casting vote in the event of a tie.
9. Any meeting of the Joint Council may be adjourned to such time and place as may be determined at a meeting, at the Chair's discretion.
10. The provisions of the Model Rules set out in Section B of Part 9 of the CRR 2020 shall apply to the proceedings of the Joint Council as though it was a parochial church council provided that if those provisions are inconsistent with the provisions of this Scheme then the provisions of this Scheme shall prevail.

## **6. Minutes of the Joint Council**

1. A record shall be made and retained of those present and voting at any Joint Council meeting.
2. All business transacted, resolutions put to the Joint Council and future actions agreed shall be recorded.
3. The minutes of Joint Council meetings shall be circulated to members of the Joint Council [and to members of the PCCs] *[you should delete these words if the PCCs will no longer retain any function]* and may be made available to other persons listed in the electoral roll of any PCC in the Benefice.

## **7. Functions and Powers of the Council**

1. Subject to article 9 hereof, (which makes provision for the manner in which certain property shall be held) all of the property, rights, liabilities and functions of the PCCs of the parishes of the Benefice (whether or not specifically identified in article 9) shall

be transferred to the Joint Council on the date upon which this scheme comes into effect, [with the exception of...] *[If PCCs will continue to retain a function then it is important to be particular in setting out what functions will not be transferred to the Joint Council]*. The Joint Council shall be a body corporate and the functions and powers of the Joint Council are subject to the CRR and to any other rules and regulations of the Church of England in force at the time. [The PCCs of the parishes of the Benefice shall thereupon stand in abeyance subject to any future scheme or order or any matter as mentioned in CRR M40]. *[If PCCs will continue to retain a function then this sentence should be deleted, as they will not cease to exist]*.

2. The Joint Council shall have the power to accept on behalf of all Parishes within the Benefice the allocated Diocesan Parish (or Benefice) Share requested of the Benefice.
3. The Joint Council shall have the power to authorise, approve, order, manage and dissolve Parish-wide or Benefice-wide activities including those for mission, worship, outreach, fundraising, and for any specific sub-section of the population, all for the common good and in furtherance of the mission and ministry of the Church of England in the Benefice.
4. The Joint Council shall have the power to establish a standing committee and subsidiary committees from time-to-time. The composition, financial affairs, minutes and any other proceedings and actions of such committees shall be under the direction of the Joint Council.
5. The Joint Council shall be consulted on any matter which affects the membership of any parish of the Benefice.
6. The Joint Council shall be consulted on any matter affecting the question of who should be licensed to minister in the Benefice (but shall not have any greater right to be consulted than individual PCC's within the Benefice would have had but for this scheme).
7. The Joint Council may authorise the Treasurer to manage such funds as it directs.

## **8. Disputes and Ordering**

1. Any dispute on any matter relating to Joint Council business shall be raised with the Chair in the first instance. Thereafter it shall be raised as necessary with the Archdeacon and the Area Bishop.
2. The Joint Council derives its powers under this Scheme, which may be varied or revoked subject to the provisions of the Church Representation Rules 2020

## **9. Assets**

1. The assets listed in Part 1 of Schedule 1 shall vest in the Joint Council on the date when this Scheme comes into effect and shall be held for the general purposes of the Joint Council

2. The assets listed in Part 2 of Schedule 1 shall vest in the Joint Council on the date when this Scheme comes into effect and shall be held for the restricted purposes identified in Part 2 of Schedule 1
3. Any remaining assets held by the Parochial Church Councils of the Parishes shall remain the property of the individual Parochial Church Councils and shall not vest in the Joint Council on the date when this Scheme comes into effect
4. Assets (other than cash gifts donated as part of the donor's regular church giving) gifted by lifetime gift to a Parochial Church Council of any Parish included in this Scheme shall be held by the Joint Council for the benefit of the Parish concerned as a restricted asset
5. Assets (including cash) gifted by a will or other testamentary disposition to a Parochial Church Council of any Parish included in this Scheme shall be held by the Joint Council for the benefit of the Parish concerned as a restricted asset

#### **10. Date of coming into force**

1. This scheme was approved by the constituent parishes in accordance with Model Rule M42 of the Church Representation Rules 2020 at a Parochial Church meeting of each parish being either an Annual or a Special meeting called for this purpose on the dates specified in Schedule 2
2. This scheme shall come into effect on the first day of the month following ratification of the scheme by the Bishop's Council and the standing committee of the Diocesan Synod of the Diocese of Lichfield.

## Schedule 1

### Part 1 – Assets vesting in the Joint Council for its General Purposes

Parish	Asset
Parish of [REDACTED]	

### Part 2 – Assets vesting in the Joint Council for Restricted Purposes

Parish	Asset	Restricted Purpose
Parish of [REDACTED]		

Schedule 2

Dates when Scheme approved by Parishes

Parish	Date Approved	Numbers Voting		
		For	Against	Abstained
Parish of [redacted]				
Parish of [redacted]				
Parish of [redacted]				
Parish of [redacted]				

Approved by the Bishop's Council of the Diocese of Lichfield

Signed .....

Secretary to the Council

Dated .....