

A Scheme for the formation, by the Parochial Church Council of St Mary's with St Peter's Parish, Bury St Edmunds, of a District Church Council for each Church and for the delegation of such functions as are permitted under Rule 18 of the Church Representation Rules.

The following Scheme was made by the annual parochial church meeting of the Parish on 22 November 2016 and approved by the Bishop's Council on 19 January 2017 and shall come into effect on 23 April 2017.

1. Division of Parish

For the purposes of this scheme the parish shall be divided into two districts ("Districts") called St Mary's District and St Peter's District. The St Peter's District shall be defined as the area north of Out Westgate and Horringer Road to the edge of the parish boundary. St Mary's District shall comprise the remainder.

2. District electoral rolls

- 2.1 Separate electoral rolls for each District ("District Rolls") shall be compiled by derivation from the church electoral roll of the parish ("the Parish Roll") and maintained as provided below.
- 2.2 A person whose name is on the Parish Roll shall be entitled to be enrolled on a District Roll if, had the District been a separate parish, he or she would have been entitled to be enrolled on the church electoral roll of that parish, save that no separate application shall be required for enrolment on a District Roll.
- 2.3 A person who resides in one District and habitually worships in another District shall be entitled to be enrolled only in the District in which he or she habitually worships.
- 2.4 The electoral roll officer of the parish may act as district electoral roll officer for one District, and shall appoint a district electoral roll officer for the other District within six weeks of this Scheme coming into effect. The district electoral roll officers shall keep the District Rolls, and may determine in cases of doubt which roll is appropriate for any particular enrolment, subject to appeal by application to the parochial church council.
- 2.5 Revision of the Parish Roll, preparation of a new roll, or removal of names from the roll, shall be followed as soon as may be by similar action in respect of the District Rolls.

3. District annual meetings

- 3.1 There shall be an annual meeting held for each District, such meeting to be held, if possible, in the calendar month before the annual parochial church meeting.
- 3.2 The person entitled to act as chairman of the annual parochial church meeting shall also be entitled to act as chairman of the district annual meetings. In usual circumstances the chair of the district annual meetings will be the person who chairs the DCC.
- 3.3 The persons entitled to attend a district annual meeting shall be those who, if the District were a separate parish, would have been entitled to attend the

annual parochial church meeting of that parish, save that the chairman appointed under clause 3.2 above, and any clerks in holy orders beneficed in or licensed to the parish, shall be entitled to attend all district annual meetings.

3.4 A district annual meeting shall:

- 3.4.1 elect lay representatives to serve on the district church council constituted under this Scheme;
- 3.4.2 be free to make recommendations to be submitted to the annual parochial church meeting as to the persons to be elected lay representatives of the parish to serve on the deanery synod;
- 3.4.3 be free to discuss matters of concern to the church in the District;
- 3.4.4 elect two district wardens; and
- 3.4.5 be free to make a recommendation to be submitted to the meeting of parishioners held pursuant to the Churchwardens Measure 2001 as to the persons to be chosen as the four parish churchwardens; and
- 3.4.6 be free to make a recommendation to be submitted to the annual parochial church meeting as to the persons to be chosen as the parochial representatives of the laity at deanery synod, when elections to deanery synod are due. The maximum number of representatives that each district council may recommend shall be calculated by reference to the total number of representatives and the respective sizes of the district rolls. Those elected to deanery synod shall thereby be members of both the PCC and of the DCC of the district where they are on the district roll.

3.5 Rules 10 and 11 of the Church Representation Rules shall have effect substituting "District Roll" for "roll of the parish" and "district annual meeting" for "annual meeting" and "district church council" for "parochial church council" as appropriate.

4. **District church councils**

4.1 There shall be a district church council for each District with the following membership:

- 4.1.1 all clerks in holy orders beneficed in or licensed to the parish;
- 4.1.2 any deaconess or lay worker licensed to the parish;
- 4.1.3 the district wardens of the District;
- 4.1.4 any licensed lay minister who is licensed to the Parish and any elder commissioned to the Parish, who, in either case, habitually officiates in that church;

- 4.1.5 lay members of the deanery, diocesan or general synods whose names are on the District Roll;
- 4.1.6 persons elected to the PCC pursuant of clause 6 of this scheme;
- 4.1.7 persons elected under clause 3.4.1 of this Scheme being not less than 5 for each District;
- 4.1.8 co-opted members, if the district church council so decides, not exceeding two-fifths of the number elected under clause 4.1.6 above.
- 4.1.9 One member of and appointed by the other DCC.

4.2 The following provisions of the Church Representation Rules shall have effect substituting "District" and "district church council" for "parish" and "parochial church council" respectively:

- 4.2.1 Rules 14(2), 14(3), 16(1), 16(2);
- 4.2.2 Appendix II except for Paragraph 1(e), (f) and (g)

All references to "the minister" shall refer to the minister of the parish. References to "the churchwardens" shall refer only to the churchwardens of the church situate in the District.

4.3.1 Each district church council shall be quorate i.e. can conduct business, if a third of its current membership, including one third of its elected membership is present.

4.3.2 Each district church council shall meet at least three times a year.

4.3.3 Each district church council may form its own standing and other sub-committees.

5. **Functions of the District church councils**

5.1 Subject to the provisions of this Scheme the parochial church council may delegate to a district church council such of its functions (insofar as they relate to the District in question) as it thinks fit subject to clause 5.2 below.

5.2 The following powers shall not be delegated:

- 5.2.1 functions in respect of producing the financial statements of the parish;
- 5.2.2 functions of an interested party under the Dioceses, Pastoral and Mission Measure 2007 ;
- 5.2.3 the functions of a parochial church council under the Patronage (Benefices) Measure 1986 Part II;

- 5.2.4 the functions of a parochial church council in relation to women priests and bishops; and
- 5.2.5 functions concerned with the holding of real property and other matters for which separate legal personality is required.

Provided that in relation to real property used only by one District the parochial church council shall follow the directions of the relevant district church council unless it considers that such action would prejudice the legitimate interests of the other District. The Hyndman Centre is to be treated as a parish asset and will therefore be under the direct control of the parochial church council.

- 5.3 The following functions shall automatically be delegated:

Matters relating to the church building, financial matters, worship and liturgy, social activities, pastoral matters, vision, mission, local strategy, outreach and general day to day running insofar as they relate exclusively to the church and residents in that District, but subject to any general directions given and budgets set by the parochial church council. The parochial church council shall not revoke any delegation without the consent either of the district church council or of the annual parochial church meeting or of a special parochial church meeting called to consider the revocation.

- 5.4 The St Mary's district church council shall be chaired by the parish priest or his nominee. With the consent of the parish priest, the St Peter's district church council shall be chaired by the priest responsible for St Peter's or his nominee. *(see comment in 4.2)*

6. **District representation on PCC**

For the purposes of Rule 14(1)(g) of the Church Representation Rules, there shall be 5 representatives of the laity elected to the parochial church council from each District. Such persons shall be chosen at the two separate district annual meetings immediately prior to the annual parochial church meeting by those entitled to vote at the relevant district annual meeting. These members shall automatically be members of their respective DCC.

APPROVED by a two-thirds majority of those present and voting at the Annual Parochial Church Meeting