

**SCHEME PURSUANT TO**

**RULE 18, CHURCH REPRESENTATION RULES (2011)**

**THE PARISH OF THE ITCHEN VALLEY**

Whereas in accordance with Pastoral Measure 1983 a Scheme was made on 28th April 2009 whereby the four former parishes of Avington, Easton, Itchen Abbas and Martyr Worthy (“the Former Parishes”) were united to form The Parish of the Itchen Valley ( "the Parish") on 1st May 2009 and the designated Parish Churches of the Parish are St Mary Avington, St Mary Easton, St John the Baptist Itchen Abbas and St Swithun Martyr Worthy and

Whereas the Parochial Church Council of the Parish (“the Council”) desires to provide by Scheme for the better representation on the Council of the residents of the Districts served by the Parish Churches both severally and jointly and

Whereas the Annual/ an Extraordinary Parochial Church Meeting of the Parish has by resolution made on the ..... by the statutorily prescribed two-thirds majority of those present and voting **approved** the terms of the Scheme set out in this instrument and

Whereas the Bishop’s Council of the Diocese of Winchester has on .....signified its approval of this Scheme

Now it is by this SCHEME PROVIDED THAT:

**1. Creation of Districts**

The areas of the Former Parishes (referred to in this Scheme as “Districts”) shall be deemed to be the areas served by each of their former parish churches and persons resident in those areas shall unless any person so resident shall indicate otherwise be identified in the electoral roll of the Parish as electors of the District of the relevant parish church provided always that any person

resident in the Parish shall be entitled to elect to be recorded for electoral roll purposes as an elector of any one District in the Parish but not more than one.

## **2. Electoral Rolls and Elections**

2.1 The Electoral Roll officer of the Parish shall record against the names of persons on the electoral roll the identity of the District in which each such person is an elector either by reason of the foregoing paragraph or by reason of information provided to the Electoral Roll officer as to such membership. The Electoral Roll officer shall make such provision as may seem reasonable and the Council may approve for the communication of such information.

2.2. Until the coming into force of the Resolution referred to in paragraph 2.3 below the persons elected to serve on the Council pursuant to Rule 14. (1) (g) Church Representation Rules 2011 shall be so elected at the Annual Parochial Church Meeting as to ensure so far as possible the equal numerical representation on the Council of the separate Districts referred to in paragraph 1 above and in the event of there being any vacancies in the Council as to elected members of the laity during such period the Council shall exercise its power of filling of casual vacancies in such manner as will conduce to the numerical equality of such representation and whether before or after the passing of the resolution referred to above the Annual Parochial Church Meeting shall in exercise of its powers to elect representatives of the Parish to the Deanery Synod have regard to the desirability of equal or otherwise proportionate representation on the Deanery Synod of each of the Districts.

2.3. From the coming into force of the resolution of the Council (resolved on.....pursuant to Rule 14. (1) (g) Church Representation Rules 2011) amending the requirements for the number of elected members of the laity of the Parish that shall be elected to serve on the Council, One Representative shall be elected to the Council by each District. Such election shall take place at the Annual Parochial Church Meeting of the Parish but only a person identified in the Electoral Roll as an elector in the District whose Representative is being elected shall be entitled to vote in or to be elected as such Representative by such election.

2.4. One Alternate Representative may be elected by each or any District in the same manner and from the same date as in the foregoing paragraph, save that no Alternate shall attend (save as

an observer only) or vote at any meeting of the Council at which the Representative of the same District shall be or is to be or shall have been present.

### **3. District meetings**

3.1 There shall be an Annual District Meeting held in each District, such meeting to be held not more than 35 days and not less than 7 days before the Annual Parochial Church Meeting.

3.2 The Chairman of the Parochial Church Council shall in consultation with the Churchwardens of the Parish convene the first Annual District Meeting for each District and determine its time and place. Thereafter the Chairman of the relevant District Church Council (as hereinafter provided) shall also act as Chairman of the relevant Annual District Meeting or, if he is unable to do so, shall appoint a deputy who will then be entitled so to act.

3.3 The persons entitled to attend a District 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 Rector of the Parish and any other clerks in holy orders beneficed in or licensed to the Parish, shall be entitled to attend any and all Annual District Meetings. Members of the Parish Electoral Roll may attend as an observer any Annual District Meeting at which they are not entitled to vote.

3.4 An Annual District Meeting shall:

3.4.1 elect lay representatives to serve on the relevant 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 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 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

a) as Churchwardens and among them those to be nominated (as herein provided) as wardens for the Church situated within the District and

b) as sidesmen.

3.5 Rules 10 and 11 of the Church Representation Rules shall have effect substituting 'District Roll' for 'roll of the parish' and 'District 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 the churchwardens nominated (as herein provided) as those of the relevant District;

4.1.3 persons elected under clause 3.4.1 of this Scheme being not less than 2 nor more than 6;

4.1.4 co-opted members being persons considered by the District Council to be suitable and desirable to serve in such capacity whether or not they are members of any electoral roll in the Parish if the District Church Council so decides not exceeding 4 such co-opted members; and

4.1.5 such, if any, of the readers who are licensed to the Parish and whose names are on the Roll of the Parish as the Annual District Meeting may determine.

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 the following provisions of Appendix II (all references in such provisions to 'the minister' shall continue to refer to the minister of the Parish but references to 'the churchwardens' shall refer only to the churchwardens nominated (as herein provided) as those of relevant District): paragraphs 1 (b), 3, 6, 10, 13, 15, and 17, and subject thereto

the District Church Council shall be entitled to regulate its own proceedings and shall as the need arises ensure that those parts of its proceedings as would in the case of the Parochial Church Council be regulated by the Church Representation Rules or its appendix be duly provided for by such regulation.

4.3 The District Council shall select from among its members a Chairman who shall hold the office until the completion of the next Annual District Meeting for the District save that in the event that for any reason the Chairman shall cease to be or to be qualified to be a member of the relevant District Council he shall also cease to be its Chairman and the District Council shall elect also from among its members a person to serve for the balance of the outgoing Chairman's term of office. The Rector shall be ex officio entitled to attend any meeting of the District Council and may on any such attendance by right of office take the Chair of that meeting.

4.4 The District Council shall ensure that a sufficient record of its proceedings is made retained and made available to the Parochial Church Council in such form as the Parochial Church Council may reasonably require and that an appropriate and sufficient account of its proceedings shall be delivered to the Parochial Church Council by or on behalf of a Churchwarden member of the District Council.

4.5 The District Council shall in its proceedings have regard to such Policy Guidance as the Parochial Church Council shall from time to time issue and deliver to the District Councils and each of them (the Policy Guidance attached to this scheme being that referred to in this clause until otherwise provided by the Parochial Church Council) which Policy Guidance shall include any matters of policy determined by the Parochial Church Council to be applicable to the Parish as a whole and in respect of any matter as to which the District Council wishes to depart from the terms of the then current such Policy Guidance shall refer it to the Parochial Church Council for determination whether or not in accordance with the opinion of the District Council so referring the matter.

## **5 Function of District Church Councils**

5.1 Subject to the provisions of this Scheme the Parochial Church Council may from time to time delegate to a District Church Council such of its functions in so far as they relate to the

relevant District as it thinks fit subject to clause 5.2 below and subject likewise and to the provisions of clause 5.4 below add to amend or revoke any such delegation.

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 Pastoral Measure 1983 Part 1;

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 under the Priests (Ordination of Women) Measure 1993 section 3; 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 situated within 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 Districts or the Parish as a whole.

5.3 The following functions until otherwise resolved by the Parochial Church Council of the Parish shall automatically be delegated to the District Church Councils:

i) the maintenance cleaning decoration and administration of the relevant church its fabric and its churchyard including its non-ecclesiastical use;

ii) the provision of necessaries and personal staffing (other than by clergy) of the relevant church for the purposes of public worship and occasional offices; and

iii) the administration of the day-to-day finances of the routines of the relevant church in accordance with the Policy Guidance of the Parochial Church Council current at the time.

5.4 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.

6. The Annual Parochial Church Meeting (and where relevant any Extraordinary Parochial Church Meeting following on an extraordinary meeting of parishioners held to elect Churchwardens) shall nominate among the churchwardens of the Parish those two (or one if there are insufficient in number to nominate two for each District) of the Churchwardens who shall be considered to serve in respect of each relevant District and the church therein and shall have power to resolve as it thinks fit any matter not otherwise provided for in this scheme for the achievement of the purposes of this clause within the Scheme.

7. The Parochial Church Council shall from time to time resolve upon a policy to be recorded in writing as the Policy Guidance and placed before the Annual Parochial Church Meeting for approval and annexation to a copy of this scheme at least every five years and until the making and approval of any subsequent Policy Guidance the document so entitled and annexed to this Scheme shall be the Policy Guidance for the Parish and in the conduct of all business by and before the Parochial Church Council and any and each of the District Church Councils regard shall be had to the provisions of the Policy Guidance which shall be followed in such conduct as permitted by law.

8. This Scheme shall come into operation on such date as the Bishop's Council of the Diocese of Winchester may determine, being a date not later than the date of the Annual Parochial Church Meeting held in the year 2014.

Dated this.....(Date of Resolution of APCM)

Date of coming into effect.....(Determined by Bishop's Council)