

**DISTRICT CHURCH COUNCIL**  
**PARISH OF CHINGFORD, St PETER & St PAUL, WITH ALL SAINTS**

**AGREED PROVISIONS AND PARISH SCHEME**

(Approved Scheme 2008)  
(Amended April 2017)

**[1] MEMBERSHIP . A. DISTRICT CHURCH COUNCILS**

**[1] MEMBERSHIP**

(i) The District Church Council shall consist of –

- {a} all clerks in Holy Orders in or licensed to the Parish,
- {b} the Churchwardens,
- {c} those members of the PCC elected to the PCC for the relevant Church,  
**(8/5)**  
**(being made up of a Chair, Secretary, (see [1] (iii) below), and six/ three additional members)**
- {d} six persons elected from the congregation of the relevant Church,
- {e} up to two co-opted members, if the DCC so decides.

(ii) Term of office

- {a} Members elected to the DCC pursuant to (i){d} above shall hold office for a period of three years
- {b} Members of the DCC appointed pursuant to (i){b} and {c} above shall serve on the DCC until such time as they cease to hold the offices referred to therein.

(iii) Chairperson

Each DCC shall elect two of its members to serve as Deputy Churchwardens one of whom shall be appointed Chairperson of the DCC and the other Secretary to the DCC.

(iv) Elections

- {a} Rule 11 of the Church Representation Rules **2011** shall apply to elections to the DCC, such elections to take place at a congregation meeting to be convened within one month of the APCM.
- {b} That

**[2] MEETINGS**

- (i) The DCC shall hold not less than 4 Meetings in each year. Meetings shall be convened by the Chairperson.

- (ii) The Chairperson may at any time convene additional meetings of the Council and must convene a meeting if requested to do so by a written request signed by at least one-third of the DCC MEMBERS.
- ~~(iii) Ten clear days notice must be given of a DCC meeting by posting a written notice at or near the principal door of the relevant church, save that in the event of a sudden emergency or other special circumstances requiring immediate action by the DCC a meeting may be convened at not less than 24 hours notice~~
- (iv) No business shall be transacted at any meeting of the DCC unless at least one-third of the members are present thereat, save that in the case of an emergency meeting that number shall be at least one-quarter of the members.
- (v) Meetings shall be held at the relevant Church, unless otherwise agreed by the DCC.
- (vi) Not less than five days prior to the date of the meeting the Secretary shall send out to the members a copy of the meeting agenda to include any motion or other business proposed by any member of the DCC of which notice has been received by the Secretary.
- (vii) The business of the DCC shall be decided by a majority of the members present and voting thereon. In the event of an equal division of votes the Chairperson of the meeting shall have a second or casting vote.
- (viii) Any meeting of the DCC may adjourn its proceedings to such time and place as may be determined by the meeting.
- (ix) The DCC may appoint a standing committee consisting of not less than five of its members, to include the minister and the deputy churchwardens and which shall be appointed at the first meeting of the DCC in the year. The standing committee shall have power to transact the business of the DCC between meetings thereof subject to any directions given by the DCC.
- ~~(x) The secretary shall take written minutes of the meetings which shall be posted at the relevant church not less than ten days after the date of the meeting and which shall also be published in the next available edition of the Parish Magazine.~~
- (xi) ~~No proceedings of the DCC~~ shall be invalidated by any vacancy in the membership of the DCC or by any defect in the qualification or election of any member thereof.

### **[3] POWERS OF THE DCC**

- (i) The DCC may appoint other committees for the purpose of the various branches of church work and may include therein persons who are not members of the DCC.
- (ii) The DCC may authorise expenditure of monies granted to it by the PCC.
- (iii) The DCC may undertake or organise fundraising for specific projects benefiting the relevant church subject to agreement with the PCC or its relevant sub-teams.
- (iv) The DCC shall maintain and control the appointment and organisation of the ~~sidesperson/~~ Steward rota for the relevant church
- (v) In conjunction with the Director of Music of the relevant church the DCC may review the music ~~policy~~.

- (vi) In conjunction with the clergy the DCC may review the liturgy ~~policy.~~
- (vii) In conjunction with the relevant youth workers the DCC may review the young person and youth work activities within the relevant church.
- (viii) Organisation of ~~Evangelism and Discipleship Groups Bible groups and Bible study~~
- (ix) Organisation of working and gardening parties
- (x) Such other powers as the PCC shall from time to time devolve to the DCC

#### **[4] REVISION OF THESE RULES**

These rules may be varied by the PCC only upon a written resolution having been submitted to the PCC ~~and signed by at least two-thirds of the DCC members.\*~~  
~~Any such resolution must then be approved by at least two-thirds of those voting at the PCC meeting to which the resolution has been put.~~

\* NB: Under Rule 18.5 does not provide for DCCs being empowered in this way. Under the rules, particularly 18.3 the Parish Scheme remains a matter for the PCC to propose to the Annual Meeting, then to be approved by the Bishops Council etc.

#### **B. PCC**

Subject to the relevant Church Representation Rules, as provided for by Rule 16. (1) representatives of the laity serving on the parochial church council by virtue of rule 14 (1) (g) shall hold office from the conclusion of the annual church meeting at which they were elected until the conclusion of the third annual meeting thereafter, one third retiring and being elected each year, but, subject to rule 17, shall on retirement be eligible for re-election.