

ST CHAD'S

PARISH COUNCIL CONSTITUTION

Whitworth Road, South Norwood, London SE25 6XN

Article I: NAME

The name of this organisation shall be **St Chad's** Parish Council, hereinafter referred to as the "Council".

Article II: PURPOSE

Section 1. The Council shall offer support, advice and consult with the Parish Priest in the development of policies to support those activities and programs which foster the spiritual, intellectual, moral and temporal well-being of the parish, and shall facilitate archdiocesan goals and policies.

Section 2. The Council shall engage in a continuous process of planning to meet the needs of the parish, the archdioceses and the broader community, with a vision for the future and a strong basis in stewardship.

Section 3. The Council shall be responsible for supporting the Parish Priest with the development, coordination, and oversight of the Parish Mission (see attachment 1).

Section 4. The Council shall undertake its role by fostering growth within the parish family and encouraging positive relationships among all members of the parish, and by collaborating with other parishes and the wider community. The Council shall strive to unite all members of the parish.

ARTICLE III: SCOPE

Section 1. The Council will support the Parish Priest with the formulating of policies to support the achievement of the parish mission, including but not limited to spiritual, educational, social and financial concerns, except to the extent limited by church or civil law or archdiocesan policy/norms.

ARTICLE IV: MEMBERSHIP

Section 1. The Council shall be comprised of up to 10 members; 5 elected at AGM and 5 nominated by Parish Priest all of whom must be baptized, practicing Catholics, at least 18 years old, registered members of the parish, and be participants in the parish worship life, especially Mass and the sacraments.

Section 2. The Council shall have the following *ex officio* members: The Parish Priest and his Assistant. *Ex officio* members participate fully and equally in all Council decisions.

Section 3. In addition one youth representative who is at least 15 years of age shall be selected annually by the Parish Priest. The youth representative fully and equally participates in all Council decisions.

ARTICLE V: OFFICERS

Section 1. The officers of the Council shall be a chairperson, a vice-chairperson and a secretary.

The chairperson shall be elected at the annual general meeting by members of the parish who attend the meeting by a show of hands. Candidates for the position will be nominated and seconded by members of the parish attending the annual general meeting. If none of the nominated candidates has a clear majority then the Parish Priest will have the casting vote. The successful candidate shall serve for a two year term.

The positions of vice-chairperson and secretary will be elected at the first parish council meeting following the annual general meeting by the members of the parish council. The successful candidate will serve for a two year term.

If any of these positions become vacant before a parish annual general meeting the Parish Priest will appoint an existing member of the parish council to the position. If none of the members of the parish council wish to fill the vacant position. The Parish Priest may appoint a member of the parish to the position till the next annual general meeting.

ARTICLE VI: MEETINGS

Section 1. Regular Parish Council meetings shall be held ideally monthly but at least 4 times a year.

Section 2. Special meetings may be called by the chairperson, parish priest or a quorum. A quorum consists of two-thirds of the membership of the Parish Council.

ARTICLE VIII: MANNER OF OPERATION

Recognising that the Council's main aim is to provide support to the parish priest to facilitate the smooth running of the parish. The Council's manner of operation shall be communal discernment, which includes prayerful reflection, gathering of information, dialogue and sharing of conclusions. The usual method of reaching decisions shall be consensus. Where this is not possible the Parish Priest shall have the casting vote.

ARTICLE IX: STANDING COMMISSIONS

Section 1. The Council shall have the following standing commissions:

- Worship
- Faith Formation/Education
- Christian Service
- Stewardship/Finance & Administration

Review Date:

Parish Priest Signature:

Chairperson Signature: