**THE PAROCHIAL CHURCH COUNCIL**

Are you a newly appointed member of a PCC, or someone who is considering standing for election but would like to know more about the roles and responsibilities of membership?

**WHAT IS THE PCC?**

The Parochial Church Council is the governing body of a parish church. It is also a charity.  A PCC with an annual income of more than £100,000 must be registered with the Charity Commissioners; those with an income below this threshold, whilst not currently required to register, must comply with all other charity laws. The PCC has legal status and the Church Representation Rules apply

**WHAT DOES THE PCC DO?**

The PCC is a team made up of members of clergy and lay members of the church. Together they are responsible for the overall wellbeing, practical as well as spiritual, of their church, the church members, and the church buildings. The PCC also has a duty to promote the mission of the church within the wider community. Some of the responsibilities are devolved to the Vicar and Churchwardens but ‘It shall be the duty of the Vicar and the PCC to consult together on matters of general concern and importance to the parish’.

The Vicar is Chairman of the PCC.  A Lay Chair (or vice-chair), a treasurer, and secretary will usually be elected to office at its first meeting after the Annual Parochial Church Meeting (APCM).

**PRAYER AND WORSHIP**

Prayer and Worship are at the heart of the work of the PCC. The PCC should ensure that appropriate arrangements are in place for public worship and provide an opportunity for people of all ages to meet for prayer and worship.

In practice this might mean agreeing on the format and timings of services that will meet the needs of the church members, providing facilities for younger members and families, setting up Bible study or Prayer groups.

**MISSION AND OUTREACH**

The PCC has an important part to play in promoting the mission of the church, amongst the congregation and in the wider community, and members of the PCC should demonstrate their commitment to the Christian ethos, through leadership, by example and by witness, in the parish.  The PCC is encouraged to develop, and maintain, a Mission Action Plan, to review the life of the church and identify mission opportunities. Every member should be involved.

**PASTORAL CARE**

The PCC and its members have a duty to support their clergy, prayerfully and personally. They have a duty to support the members of the congregation and to extend a welcome to all who visit the church, to members of the church community and to those visiting the church at other times.  The church has a duty of pastoral care to all who live in our communities, whether members of the church or not, and PCC members are expected to take the lead in demonstrating that care.

**FINANCE**

The PCC will appoint a treasurer, and sometimes an assistant treasurer, to manage the day to day finances of the parish. The treasurer will keep members informed on the financial situation and present a full report to each PCC meeting.  PCC members are Trustees of a charity and are responsible for managing the Church’s finances. They must ensure that all funds are properly accounted for, the books properly maintained, and the PCC annual accounts inspected or audited, and formally approved by the PCC, prior to the APCM.

In law, the PCC is a body corporate.This means that it is a separate body from the people who serve on it so PCC members are not liable for any debts incurred by the PCC. However, the trustees do have certain responsibilities under the Charities Act.

**BUILDINGS**

The PCC is responsible for the care and maintenance of the fabric of the church, and the whole building and grounds. In practice the PCC may appoint a Buildings/Fabric subcommittee to assist them but the PCC members should be aware of any issues relating to the buildings and they have the responsibility of deciding on them and voting on items of expenditure.

**THE PCC MEETING**

Our PCC meets 6 times a year: every other month, but members are also expected to be part of one or two PCC groups which will meet to plan and work on a particular area of church life. These groups convene themselves as and when needed between PCC meetings, then report back to PCC.

The PCC meeting should be a forum for open discussion with every member feeling able to ask a question or voice an opinion. As well as talking about and making decisions about our church and parish, PCC may debate or vote on issues in the Church of England or Diocese as appropriate.

**WHO CAN BE A MEMBER OF THE PCC?**

If you are 16 years old or over, have been on the electoral roll of your parish for at least 6 months and are an actual communicant, **YOU**can stand for election to your PCC.

Someone may ask **- What skills do I need to be a member of the PCC?**Skills may be too prescriptive, it is better perhaps to say that someone interested in becoming a member of the PCC will be:

· A committed member of the congregation

· Interested in and involved with the life of the church and the local community

· Willing to learn and to share ideas, experience and gifts

· Caring

· Able to listen to another’s point of view

**Some golden rules of PCC membership**

**Do**

· Attend meetings (and on time)

· Read any papers sent out before the meeting, be prepared

· Ask if in doubt (especially important for new members)

· Try not to fall out with your fellow members

· Listen to all the arguments being put forward before making up your mind

· Enjoy being a member of the PCC!

**Do not**

· Volunteer for a task unless you are sure that you have the time to complete it

The PCC needs thinkers and doers, questioners and listeners **but you do not have to be**

· a saint

· a theologian

· an expert

**Though nobody will mind if you are!**

**THE PLACE OF THE PCC IN THE WIDER CHURCH**

As part of the **Church of England**, **General Synod**, is the national governing body for all matters affecting the Church, comprising Bishops, and clergy and laity elected by deanery synod members every five years.

The **Diocese of Southwell and Nottingham** has Bishop Paul Williams, a suffragan Bishop, and 2 Archdeacons. **Diocesan synod**is the main governing body of the diocese. We are in the Archdeaconry of Nottingham with AD Phil Williams.

Our **Deanery is Nottingham South** with Rev Colin Bourne and Elaine Hinchliffe, and 2 of our members will report back from **Deanery Synod**.