

The Proposed Amended Constitution of St Peter the Apostle's Parish Pastoral Council

1 St Peter the Apostle's Parish Pastoral Council (PPC)

Objects of the Council

To facilitate the active participation and collaboration of all parishioners in supporting and developing the life, worship and witness of the parish community, building up the Body of Christ and fostering pastoral and missionary action, as well as working with, supporting and advising the parish priest in his responsibilities.

Remit of the Council

Although the Council has no executive authority, and any votes taken are consultative, participation in the Council should be seen as an opportunity to play a responsible role in discerning and implementing the way forward for the parish in partnership with the parish priest who will always give full consideration to the views expressed.

2 Membership of the Council

Ex-officio members – Priests, Deacons, Treasurer/ (Chairman of Finance Committee)

Elected members –

10 duly-elected persons, who must be:

- 18 years of age or over at the time of their election; and
- Attending regularly at St Peter's Church

How often elections are to be held –

Annually at the AGM

Arrangements for elections –

Month before AGM, it is announced from the pulpit, the number of vacancies for PPC members needed, and people volunteer to join.

Rules for co-opting members –

- 18 years of age or over at the time of their election; and
- Attending regularly at St Peter's Church

Voting rights –

Anyone who is a full member of the PPC (not including ex-officio members) may vote.

Who is allowed to attend meetings –

- All parishioners can be invited to attend.
- Members of the Parish who have specific questions, should advise the Chair at least two weeks before the meeting, to allow Agenda to be amended.

Arrangements for any committees of the Council –

Subcommittees to report back to the full Council.

3 Officers of the Council

How they are appointed/elected –

Chair, Deputy Chair, Secretary - Officers are proposed, seconded and voted for by the members of the PPC at their first full meeting after the AGM.

How long can Officers hold office -

A maximum of three years

Under what circumstances might they be removed from office –

- If they miss 3 or more PPC meetings in a 12 month period
- Any acts of gross misconduct

4 Meetings of the Council

How long can members of the PPC hold office -

- A maximum of three years
- Members need to be away from the Council for a minimum of one year
- Members may resign at any point

How often the body is to meet –

The PPC is to meet 5 times a year, in addition to the AGM.

How meetings are called –

The dates of the PPC Meetings are publicised in advance. The Agenda is posted one week before the PPC Meeting.

No meetings can be called without the agreement of the Parish Priest.

How extraordinary meetings are called –

- As and when an emergency occurs
- When a group of 10 parishioners present with a need for an extraordinary meeting

Who provides an Agenda –

Chair

Essential Agenda Items –

- Parish Report
- Treasurer's Report
- Safeguarding

How are decisions made, and how will such decisions be implemented –

Discussion followed by vote, individuals initialled with their actions, with accountability at the following meeting if not actioned.

How are meetings to be advertised –

Display in porch, WhatsApp, Facebook, website and newsletter

Who provides and distributes Minutes –

Secretary – by email, but paper copies provided when requested

What number makes a quorum –

A majority of the voting members eg 6 voting members (out of a Council of 10 voting members)

(NB. No meetings can be called without the agreement of the parish priest)

5 Amendments to the Constitution

How amendments can be made –

The Constitution Subcommittee will amend the Constitution. This will be ratified by the quorum of the PPC. This will be done on a minimum of a 5 year gap, to evaluate its effectiveness and ensure it remains relevant to parish needs in the light of the Diocesan Pastoral Plan.

6 Temporary suspension of the Council

If, in the judgement of the Bishop or of the Parish Priest (always with the agreement of the Dean and Bishop), the Council ceases to operate in the best interests of the parish, the Council and its constitution or standing

orders will be temporarily suspended by the parish priest. The Council will then be reconstituted within two months of any such suspension.

After consultation with the parishioners of St Peter’s – this will be ratified and Agreed at the next meeting of the PPC - Aug 2025

This Constitution will be agreed and signed by each individual member of the PPC.

Chair (Patricia Docherty)	Signed	Date
Janet Rust	Signed	Date
Maria Malley	Signed	Date
Judy Burton	Signed	Date
Bridget Robinson	Signed	Date
Joan Donahue	Signed	Date
Cynthia Wilson	Signed	Date
Alison Jennings	Signed	Date
Noreen Gerzon	Signed	Date
Matthew Hardy	Signed	Date