

The Parochial Church Council (PCC) – description of members' role and duties

Role in brief: main decision-maker of a parish and helps to keep it running through various committees and roles.

Its members are both 'ex-officio', which include the clergy, ministry team (Readers, SPA), Churchwardens, Deanery Synod members, Treasurer and Secretary; and elected members of the congregation, nominated by other parishioners and elected at the Annual Parochial Church Meeting (APCM) of the parish. With our parish size, we need to have at least 9 elected members, and we agreed at our annual meeting that we can have up to 10. In brief, anyone above the age of 16, a communicant (baptised person) and on the electoral roll at St Andrew's for over 6 months can be nominated (see nomination form for details).

The PCC's main function is 'co-operation with the Vicar in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. This involves creating and taking forward 'Mission Action Planning'.

There are several working committees, of which PCC members take part in at least one (congregation members can also join these sub-committees). These include committees like Children & Young People (CYP) and Finance and General Purposes (F&GP).

Legally, the PCC is responsible for the finances of the church and Hall. It has ultimate responsibility for the care and maintenance of all church buildings, grounds, and their contents. Although these responsibilities are executed by the Churchwardens, all PCC members share in the oversight. The PCC has a voice in the forms of service used by the church and may make representations to the Bishop on matters that affect parish welfare.

All PCCs are charities. As our annual income exceeded £100,000 last year, we registered with the Charity Commission. Therefore, every member of a PCC is also a charity trustee. As the PCC is now a registered charity, it must comply with Charity Commission guidance and legislation. This includes requirements around Serious Incident Reporting (SIR) as detailed in the Church of England's *Guidance for DBFs, PCCs and Religious Communities: Identifying and Reporting Safeguarding Serious Incidents to the Charity Commission*: <http://bit.ly/SafeguardingSIRGuidance>

The PCC and the Incumbent have a duty of care to ensure the protection of the vulnerable in their church community. In relation to safeguarding, all PCC members must have a DBS check and the PCC, along with the vicar, have a duty to:

- **promote:** a safer church for all in the church community and ensure there's a plan in place.
- **adopt:** raise awareness of safeguarding matters, promote training and ensure that safeguarding is taken seriously by all those in the church community, following the House of Bishops' and Diocesan safeguarding policies and practice guidance, while being responsive to local parish requirements. This is in line with the Church of England's: *Promoting a Safer Church* safeguarding statement: <http://bit.ly/CoESaferChurch>.