

**RUNNING OUR CHURCH**

**I The Parochial Church Council**

Generally called the “PCC”, this is the executive committee of the church, and it has powers and duties defined by certain (UK) Acts of Parliament, and the Diocesan regulations.

Because we are in France, we also have to comply with French law, and the PCC therefore has in addition powers and duties defined by the French law on “Associations 1905”.

The PCC has the responsibility of co-operating with the Chaplain in promoting the whole mission of the church – pastoral, evangelistic, social and ecumenical. The PCC is responsible for the financial affairs of the church, the care and maintenance of the church fabric and its contents

**I.I Who are the members of the PCC?**

CHURCH OF ENGLAND	FRENCH LAW
Ex officio members (automatically on the PCC because of their job/role/status): The Chaplain Lay Reader (s) Churchwardens Archdeaconry Synod members Youth Worker	There are no ex officio members under French law, so the C of E rules apply.
Elected members: anyone on the Electoral roll can stand for election.	

**I.II Who are the officers?**

Under Bishop’s regulations, the Chaplain is the chairman of the PCC. Under French law, there has to be a President, other than the Chaplain, and we call this person the Lay Vice-President. So we could say that the Chaplain is legally responsible under the Church regulations, and the Lay Vice-President, as President of the French Association, is legally responsible under French law.

From the members of the PCC, a Secretary and a Treasurer are chosen and they have specific duties.

Other members of the PCC are not officers, but they each take on responsibility for one aspect of church management.

**More information:**

[http://europe.anglican.org/resources/resources\\_administration.htm](http://europe.anglican.org/resources/resources_administration.htm)

## **II The Electoral Roll**

### **II.I Requirements**

The Electoral Roll is a list of all Members of Christ Church Lille. To be a member, there are some requirements:

- You need to be aged 16 or over
- You need to be one of these three:
  - o a member of the Church of England (or of a Church in communion with the Church of England) and be normally resident in the area covered by the church.
  - o a member of the Church of England (or a Church in communion with the Church of England) and, not being normally resident, have habitually attended public worship in the church during the period of six months prior to enrolment.
  - o a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and have habitually attended public worship in the church during the period of six months prior to enrolment.

### **II.II Who keeps the details?**

The Electoral Roll officer keeps all the records. The PCC checks the roll every year and makes sure that it represents up-to-date information – for example, if somebody has left the country, and we know that they are now worshipping elsewhere, the PCC must remove them from the roll.

### **II.III Is the roll permanent?**

The Church of England requirements are that every six years a totally new roll is prepared. So you can stay on the roll for 6 years and then everybody has to sign up again.

The last time that a totally new roll was prepared was in 2013. So there will be updates every year, but in 2019 the old roll will be cancelled and a new roll will be prepared.

**More information:**

[http://europe.anglican.org/admin/hb2\\_constitution.htm](http://europe.anglican.org/admin/hb2_constitution.htm)

## **III The Annual General Meeting**

### **III.I What happens at the AGM?**

There are reports on

- last year's activities
- the financial situation
- plans for the future.

There are also elections:

- members of the PCC (some members are elected every year)
- representatives of the Archdeaconry Synod (elections take place every three years)

### **III.II When is the AGM?**

At CCL, it takes place after the morning service. It has to take place before 30 April every year, this is a Diocesan requirement.

### **III.III Who goes to the AGM?**

Only members on the electoral roll can speak or vote at this meeting, but anybody can attend if they would like to hear what is happening.

### **III.IV Is the AGM held under UK or under French law?**

The requirement for an annual review of the situation is the same under both UK and French law.

We send details of the officers and the financial situation to both the Diocese and to the Prefecture of the Nord Department.

We also have to send to the Diocese other official documents, such as the Churchwardens, the child protection officer, and the annual review of the stipend (the Chaplain's payment).

### **III.V Who makes sure that we are doing things properly?**

- The members can query anything which looks wrong and everyone on the PCC is responsible for making sure that things are done correctly.
- There is an official "accounts examiner" (like an auditor) who is not a member of the PCC, and who checks and countersigns the accounts.