

The role of the PCC

Membership:

- The PCC is a legal body (whose members are trustees) with membership made up of *ex officio* and elected members.
- *Ex officio* - Incumbent, Churchwardens, other clergy holding the Bishop's licence, and any members of any Deanery, Diocesan or General Synod.
- Readers are *ex officio*.
- The Chairperson is the Incumbent; a lay person is appointed Vice-chair.
- The Incumbent can vacate the chair to someone else only if s/he is present. If s/he is absent, the Vice-chair chairs the meeting.
- The Quorum of a PCC meeting is one third of its members. The number of elected members must take into account the number on the Electoral Roll and is decided by the APCM.
- The Chairperson has the casting vote.
- The PCC must meet not less than four times a year.
- The PCC can co-opt a Secretary. The Treasurer must be appointed from among the members.
- The Independent Auditor cannot be appointed from among PCC members, but must be known to members.
- The Incumbent can convene a meeting at any time.
- The Standing Committee of the PCC has power to transact business between PCC meetings. It must consist of at least five members, made up as follows: *ex officio* Incumbent and Churchwardens plus two others appointed by PCC.

Powers:

- The PCC oversees the financial affairs of the parish, frames an annual budget and (with the incumbent) agrees to the disposal of monies collected.
- The PCC advises Deanery and Diocesan Synods as required.
- The PCC is responsible for the care, maintenance and fabric of the church, its goods, ornaments; and the care and maintenance of the churchyard.
- The PCC can acquire, manage and administer property for ecclesiastical purposes.
- The PCC must be party to any agreement on sharing of buildings.
- The PCC can make representation to the Bishop or his representative (Archdeacon) with regard to any matter affecting the welfare of the parish.
- The PCC has a voice on decisions concerning the use of forms of service authorised by the Church of England.

Functions:

- The PCC consults with the Incumbent on matters of general concern and importance to the parish.
- With the Incumbent, the PCC promotes the whole mission of the church, pastoral, evangelistic, social and ecumenical.
- The PCC will often consider and discuss matters concerning the Church of England and any other matters of religious or public interest.

[Click here](#) for further information for PCCs, including access to the Church Representation Rules.