

THE PAROCHIAL CHURCH COUNCIL St Matthew Church Ealing Common

Are you an appointed member of a PCC, or someone who is considering standing for election in the future and would like to know more about the roles and responsibilities of membership? Maybe you are a member of the congregation here today wondering what the PCC does?

If the answer to either question is yes, then we hope that this booklet will answer any questions or concerns you might have, and help you to enjoy your time as a member of the PCC or a supporting member of the congregation.

This booklet is not intended to be a definitive guide to the PCC, rather, it should be seen as an introduction to membership, and a source of guidance.

Your clergy will be able to provide further guidance or, if you are looking for more detail on the workings of the PCC, you will find some suggestions for further reading at the end of the booklet.



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. St Matthew Ealing Common is registered with the charity commission.

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 Minister and Churchwardens but to quote from the Parochial Church Council (Powers) Measure 1956 section 2 'It shall be the duty of the minister and the PCC to consult together on matters of general concern and importance to the parish'. Members of the PCC have the right to be consulted, to know what is proposed, and to have the opportunity to express an opinion on it.

Revd. Michael Barter is Chairman of the PCC here at St Matthew; though he may on occasion ask another member to chair a particular meeting. A treasurer (Lucie), a secretary (Lulia) and vice-chairman (Claire O) will usually be elected to office at its first meeting after the Annual Parochial Church Meeting (APCM). The PCC will also appoint a standing committee, typically the priest as chair, the churchwarden, James the treasurer Lucie and two other elected members.

PRAYER AND WORSHIP

Prayer and Worship are at the heart of the work of the PCC at St Matthew, Ealing Common. 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 etc. Here at St Matthew we are very lucky to have Richard who organises the music and Claire D and Sandra help with children's work.



MISSION AND OUTREACH

The PCC has an important part to play in promoting the mission of their 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 (MAP), to review the life of the church and identify mission opportunities. Here at St Matthew we are active in supporting 'Ealing churches Winter Night Shelter', we are lucky to have Ian who helps coordinate this winter project. <https://ecwns.org.uk>



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 and worship in our communities, whether members of the church or not, and PCC members are expected to take the lead in demonstrating that care.

We are blessed at St Matthew Ealing Common to share our worship space with the “Christian Believers Fellowship’ and we regularly pray for Jabez and his ministry within our community.



FINANCE

The PCC will appoint a treasurer (Lucie) to manage the day to day finances of the parish.

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 and members should acquaint themselves with [The Charities Act 1993 and the PCC](#) which provides more detailed guidance.

BUILDINGS

The PCC is responsible for the care and maintenance of the fabric of the church, and any other buildings owned by the church. In practice the PCC may appoint a 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

The PCC is required by law to meet at least four times a year (one meeting may follow on from the APCM) though some PCCs may decide to meet more frequently. There is a strong argument for holding more frequent, but shorter, meetings and in any event good practice suggests a maximum two hours for each meeting as a general rule. This is something we are still working on here at St Matthew!

The PCC should take time at these meetings to consider and discuss, and if appropriate vote upon, matters concerning the Church of England arising at a higher synod or referred down to the PCC by the Bishop or by the deanery, diocesan or General Synod. The PCC may also on occasion decide to send information, an opinion or a motion up to the deanery synod. The PCC meeting should be a forum for open discussion with every member feeling able to ask a question or voice an opinion.



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.

MEMBERSHIP OF THE PCC

Members of the PCC are drawn from two sources, those elected at the Annual Parish Church Meeting, and those who are ex officio members.

The following are ex officio members

- All Priests and Deacons licensed to the parish
- Deaconesses and Licensed Lay Workers licensed to the parish
- The churchwardens
- Any person on the electoral roll who is a member of deanery, diocesan or general synod

Additional members may be co-opted onto the council by the PCC during the course of the year.

The number of elected members on a PCC is governed by the Church Representation Rules and is based on the number of people on the electoral roll, but the APCM can determine (to take effect in a year's time) how many elected members a PCC shall have.

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 that we try and adhere to here at St Matthew Ealing Common;

Do

- Attend meetings (and on time)

- Read the papers 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.

Wider Church

St Matthew is part of the Diocese of London here in Ealing



<https://www.london.anglican.org>

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