

PARISH COUNCIL

The Parish Council comprises a number of lay members of the congregation. A maximum of 6 are elected at the Parish Annual Meeting, and up to 3 are appointed by the Vicar (depending on the number elected). They hold office for a period of one year until the next Annual Meeting. People nominated must be communicant members of the Anglican Church and be noted on our Parish Electoral Roll.

Duties

Parish Council meets monthly using the Zoom app (to avoid the necessity to go out in the evening).

Their role is to consider:

- matters of general interest and importance to the parish
- the promotion in the parish of the whole mission of the Church - pastoral, evangelistic, social and ecumenical.
- general direction for the administration of parish funds (including parish groups)
- the budget for each parish year and varying it as may be necessary
- accounts relevant to church expenditure for worship, mission and building maintenance
- matters coming before Synod

On election, they must also agree to abide by our parish's *Code of Conduct (2019)*.

CHURCHWARDENS

Two Churchwardens are elected at the Annual Meeting and one is appointed by the Vicar. All three also become members of the Parish Council. The Churchwardens meet monthly by Zoom app and also by email.

Duties

The Churchwardens are responsible for:

- providing all things necessary for our worship services.
- keeping order within the church
- the care and maintenance of church land and buildings as well as the fabric, fittings or furniture and all other parish property
- the administration of all Parish funds (authorising payments) ensuring that clergy and government taxes are paid on time
- bringing recommended expenditure items regarding the land & buildings to the Parish Council for budgetary approval
- bringing audited financial & other reports to the Annual Meeting
- risk management - only compliance with health and safety and other legislation, but also active and regularly reviewed risk management plans and programmes
- the promotion and awareness of appropriate Professional Standards within the parish. In this way they should be guided by the requirements of the *Professional Standards* legislation and its associated Regulations, Protocols and guidelines.

INCUMBENCY COMMITTEE

At each annual meeting, 2 people are elected to be members of the Incumbency Committee and one is nominated from among the Churchwardens. In the event of a new vicar being needed, this committee works with the area Bishop and Archdeacon to find a replacement vicar. This is a role which is, fortunately, not regularly called upon, but is a significant function as selecting a new vicar is an important strategic nomination for the future worship and mission of the parish.

We should be grateful for all those who serve in these roles. Please keep them in your prayers and pray that God will, each year, raise up volunteers to fill these positions for the benefit of our parish and God's church.

教会理事会

教会理事会由教会中的一些普通会众组成。每年在教会年会最多选出6名成员，其中最多3名由牧师（取决于选出的数量）任命。他们的任期为一年，直到下一次年度会议为止。被提名的人必须是圣公会的成员，并名字已经在列我们的教会选举名册中。

职责

教会会议每月使用Zoom召开会议（以避免在晚上外出）。

理事会的考虑事项为：

- 教会的基本利益和重要的事项
- 教会关怀的、传福音的、社会和大公等整体教会活动的开展
- 教会资金（包括教会团体）管理的总体方向
- 教会的预算，并根据需要进行更改
- 教会诸如崇拜、宣教和建筑物维护支出等相关的帐目
- 教区大会召开前的其他重要事项

在选举中，他们还必须遵守我们教会的行为准则（2019）

教会执事

每年年度会议上选出两名执事，其中一名由牧师任命。这三个人也都成为教会理事会的成员。执事每月通过Zoom和电子邮件定期召开会议。

职责

教会执事职责：

- 准备崇拜各项事宜。
- 维护教堂内的秩序
- 维护和保养教堂土地和建筑物及其结构，装置或家具和所有其他教会财产
- 管理所有教会资金（授权付款），确保按时支付神职人员和缴纳政府税
- 提交有关土地和建筑物的建议支出项目至教区理事会，以进行预算批准
- 提交审核过的财务报告和其他报告给年会
- 风险管理-不仅要遵守健康和法规及其他法规，而且还要积极并定期审查风险管理计划和项目
- 促进教会内适当的专业标准的意识。这样，执事应遵循专业标准法规及其相关规定，协议和准则的要求

现任委员会

在每年的年度会议上，选举产生 2 人为现任委员会成员，并从执事中提名 1 人。如果需要新的牧师，该委员会将与地区主教和会吏长一起寻找替代牧师。幸运的是，这职能不会定期实施，但选择新的牧师对教会未来崇拜和宣教起着至关重要的作用。

我们应该感谢所有担任这些职务的人。请为他们祷告，并祈求上帝每年为我们地方教会和神的教会兴起担任这些职务的义工。