

The Benefice of Hatfield St Lawrence

Welcoming all. Caring for our community. Nurturing faith in Christ



Oversight Minister: The Revd Chris Bishop

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Role description for PCC Members

Role: To consult with the Incumbent and PCC on matters of general concern and importance to the parish; and promoting in the parish the whole mission of the church, including its spiritual, legal, financial, pastoral and missionary functions

(This role description must be read in conjunction with any guidelines and rulings issued by the Church of England on any Parochial Church Council roles and responsibilities)

Role Requirements:

To be a person of integrity, called by God and approved by St Lawrence Church, who serves in a gracious, Christ like manner; and who treats each member of the parish with respect and dignity, as a unique individual created in the image of God.

To do, along with other PCC members:

- To share the privileges and responsibility of governance with the Incumbent
- To take responsibility for the right administration of the church and its properties
- To make financial provision for staff salaries, Common Fund, and the general running costs of the parish; and to attend to charitable needs in compliance with Charity Law
- To respond to Diocesan and Deanery Synods, and communicate matters of concern to them
- To be responsible for maintaining and repairing all Church buildings, contents and surrounding grounds, walls, fencing and hedging. To be responsible for the payment, but also to ensure the work is completed to the required standards. To be responsible for carrying out the recommendations of the quinquennial report

- To attend meetings regularly and to read minutes, and papers before each meeting.
(There are six meetings a year on Monday evenings and a Saturday Away Morning in June)
- To pray over agenda items, and listen to others with an open mind
- To serve on one of the Working Teams, if possible
- To participate in discussions and maintain the absolute confidentiality of the Council
- To be available as a conduit of views from the congregation to the PCC
- To be a trustee of the St Lawrence Church Charity
- To attend an annual PCC Day for support and supervision by the Incumbent
- To sign and adhere to the PCC Code of Conduct

Reports to: The Incumbent

Agreement: I agree to being a PCC member at St Lawrence Church, under the supervision of the Incumbent

I agree to read and adhere to all aspects of the Safeguarding Policy, including recruitment and training requirements:

Name _____

Signature_____

Incumbent Signature:_____

Date:_____