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## SCHEDULES

### [<sup>F1</sup>SCHEDULE 3

#### CHURCH REPRESENTATION RULES

##### Textual Amendments

- F1** Sch. 3 substituted (1.1.2020) by Church Representation and Ministers Measure 2019 (No. 1), s. 1(3), **Sch. 1** (with Sch. 3); S.I. 2019/1460, art. 2

##### Modifications etc. (not altering text)

- C1** Sch. 3 modified by Cathedrals Measure 1963 (No. 2), s. 12(3) (as substituted (1.6.1992) by Church of England (Miscellaneous Provisions) Measure 1992 (No. 1), s. 17(1), **Sch. 3 para. 10**; Instrument dated 27.5.1992 made by Archbishops of Canterbury and York.  
Sch. 3 modified (30.6.1999) by 1999 No. 1, ss. 12(4), 38(2)(3) (with ss. 33, 37, 38(5)(6))
- C1** Sch. 3 applied by 2001 No. 1, s. 5(7) (as substituted (19.5.2014) by Church of England (Miscellaneous Provisions) Measure 2014 (No. 1), s. 21(2), **Sch. 2 para. 15**; S.I. 2014/1369, art. 2)
- C1** Sch. 3 modified (coming into force in accordance with s. 53(3) of the amending Measure) by Cathedrals Measure 2021 (No. 2), s. 40(3) (with ss. 42(4), 48, 52(1))
- C1** Sch. 3: power to modify conferred (coming into force in accordance with s. 53(3) of the amending Measure) by Cathedrals Measure 2021 (No. 2), s. 41(2)(d) (with ss. 42(4), 48, 52(1))

## PART 9

### PARISH GOVERNANCE: MODEL RULES

#### SECTION A: ANNUAL PAROCHIAL CHURCH MEETING

##### *Special and extraordinary meetings*

##### *Special meeting*

- M13** (1) The minister may convene a special parochial church meeting in addition to the annual meeting; and the minister must do so if at least one-third of the lay members of the PCC make a written representation to him or her for there to be such a meeting.
- (2) The provisions of these Rules relating to the convening or conduct of the annual meeting apply, with whatever modifications are necessary, to a special parochial church meeting.
- (3) The following persons are entitled to attend a special parochial church meeting—
- (a) every lay person whose name is on the roll of the parish on the day which is 21 clear days before the day on which the meeting is to be held, and

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(b) every clerk in Holy Orders who would be entitled to attend the annual meeting if it were to be held on the day on which the special meeting is to be held.

- (4) In a case where the minister is absent or incapacitated by illness or for some other reason or where there is nobody who is the minister within the meaning of these Rules (see Rule 83(1)), the minister's function under this Rule is to be carried out by—
- (a) the vice-chair of the PCC, or
  - (b) if there is not a vice-chair or the vice-chair is unable or unwilling to act, the secretary of the PCC or some other person appointed by the PCC.

*Extraordinary meeting*

- M14 (1) The archdeacon whose archdeaconry includes the parish must, subject to paragraphs (2) and (3), convene an extraordinary parochial church meeting if—
- (a) at least one-third of the lay members of the PCC or one-tenth of the persons whose names are on the roll of the parish make a written representation to the archdeacon to that effect, and
  - (b) the archdeacon considers that the representation is made with sufficient cause.
- (2) Where the archdeacon is the minister, the bishop of the diocese or a person appointed by the bishop must, subject to paragraph (3), convene an extraordinary parochial church meeting if—
- (a) at least one-third of the lay members of the PCC or one-tenth of the persons whose names are on the roll of the parish make a representation to the bishop for there to be such a meeting, and
  - (b) the bishop or a person appointed by the bishop considers that the representation is made with sufficient cause.
- (3) The duty under paragraph (1) or (2) does not arise if, in response to the representation, an extraordinary meeting of the PCC is convened under Rule M33.
- (4) At a meeting convened under this Rule, the person who convened the meeting must either take the chair or appoint someone else to do so.
- (5) If the chair of the meeting would not otherwise be entitled to attend, he or she may not vote on any resolution before the meeting.
- (6) The following persons are entitled to attend an extraordinary parochial church meeting—
- (a) every lay person whose name is on the roll of the parish on the day which is 21 clear days before the day on which the meeting is to be held, and
  - (b) every clerk in Holy Orders who would be entitled to attend the annual meeting if it were to be held on the day on which the extraordinary meeting is to be held.]

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**Changes and effects yet to be applied to the whole Measure associated Parts and Chapters:**

Whole provisions yet to be inserted into this Measure (including any effects on those provisions):

- Pt. 11 words substituted by [2024 No. 1 s. 11\(5\)\(a\)](#)
- Sch. 3 rule 83A applied by 1986 gsm 3, s. 12(10) (as inserted) by [2024 No. 1 Sch. 2 para. 3](#)
- Sch. 3 rule M8(2A) inserted by [2024 No. 1 s. 17\(2\)](#)
- Sch. 3 rule 83A inserted by [2024 No. 1 Sch. 2 para. 1](#)
- Sch. 3 rule 31(3)(c) word substituted by [2020 No. 2 s. 2\(1\)\(d\)](#)
- Sch. 3 rule 23(1)(a) words inserted by [2024 No. 1 Sch. 1 para. 2](#)
- Sch. 3 rule 40(9) words inserted by [S.I. 2020/406 para. 9\(1\)](#)
- Sch. 3 rule 68(7)(a) words substituted by [2024 No. 1 s. 11\(5\)\(a\)](#)
- Sch. 3 rule 69(6)(a) words substituted by [2024 No. 1 s. 11\(5\)\(a\)](#)
- Sch. 3 rule 69(11)(d) words substituted by [2024 No. 1 s. 11\(5\)\(a\)](#)
- Sch. 3 rule 71(1) words substituted by [2024 No. 1 s. 11\(5\)\(a\)](#)
- Sch. 3 rule 45(5) words substituted by [2024 No. 1 s. 17\(1\)](#)