

A photograph of St Matthew's Church in Walsall, featuring a prominent stone spire and a stone bell tower with a clock face. In the foreground, there is a stone structure with a gabled roof, likely a bellcote, with a wooden door and a decorative inscription. The church is surrounded by green trees and a clear blue sky with some clouds.

St matthews
church

CHURCH COUNCIL OVERVIEW 2024

St Matthew's Church
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WHAT IS THE CHURCH COUNCIL (PCC)?

- The running of our parish is the joint responsibility of the rector and the Parochial Church Council (PCC), which is made up of the parish clergy and elected representatives from our congregation.
- The Church Council is our church's governing body and also the board of trustees which oversees the church's charitable works and money.
- The powers and duties can be summarised as:
 - Prayer and worship
 - Mission and outreach
 - Pastoral care
 - Safeguarding & DBS
 - Finance
 - Buildings
- At St Matthew's, each council member has oversight of a particular aspect of church life

WHO MAKES UP THE CHURCH COUNCIL?

- Automatic membership (Ex-officio)
 - Churchwardens
 - Anyone on the electoral roll who is on deanery, diocesan or general synods
 - All priests, deacons and layworkers licensed to the parish
- Elected members
 - The number to be determined at the Annual Meeting (APCM)
 - Members must be on the electoral roll
 - Membership is normally for a 3 year term

PRAYER AND WORSHIP

- Prayer and Worship are at the heart of the work of the Church Council.
- They 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. This may mean agreeing on the format and timings of services that will meet the needs of the church members

MISSION AND OUTREACH

- The Church Council has an important part to play in promoting the mission of their church, amongst the congregation and in the wider community, and members should demonstrate their commitment to the Christian ethos, through leadership, by example and by witness, in the parish.
- The Church Council is encouraged to review the life of the church and identify mission opportunities

PASTORAL CARE

- The Church Council 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 in our communities, whether members of the church or not, and members are expected to take the lead in demonstrating that care.

SAFEGUARDING AND DBS

- The Church Council has a responsibility to ensure the safeguarding of children and vulnerable adults within the parish
- They receive a safeguarding update at every meeting.
- All members must have completed Basic and Foundation safeguarding training as well as hold a valid DBS check.

FINANCES

- The Church Council, alongside the Rector and Finance Officer, make an annual budget and take steps to raise the money required. Budgets should be monitored during the year. The independently examined or audited church accounts (having been approved by the Church Council) must be presented for discussion at the Annual Meeting (APCM) .
- The Church Council pays the wages of church workers such as vergers, youth workers, organists etc., and are parties with the incumbent to any formal contracts drawn up by the Parish and any changes required.
- The rector cannot appoint or dismiss paid staff without consent of the Church Council.

BUILDINGS

- The Church Council is responsible for the care and maintenance of the fabric of the church, and any other buildings owned by the church including the Church Centre
- They receive reports from the Buildings Manager to ensure they are aware of any issues relating to the buildings and they have the responsibility of deciding on them and voting on items of expenditure.

WHAT MAKES AN EFFECTIVE CHURCH COUNCIL?

- is clear about its purposes, mission and values, and uses them to direct all aspects of its work.
- has adopted structures, policies and procedures which enable it to achieve its mission and aims and meet its objectives efficiently.
- sees sound governance as an important part of its stewardship. It has appropriate procedures in place.
- manages and uses its resources (inc. finance, skills, knowledge, experience and assets) so as to achieve its potential. It plans and budgets effectively, including periodic review.
- views accountability and transparency as key values and recognises that it is accountable to wider constituents. It communicates effectively, explaining its activities and decisions in an open and transparent way whilst maintaining confidentiality where appropriate.
- is flexible enough to adapt to change appropriately. Avoiding complacency, an effective Church Council will want to increase its effectiveness in meeting its core object of promoting in the parish the whole mission of the Church.
- acts with integrity, and in accordance with its values

<https://www.parishresources.org.uk/wp-content/uploads/Trustee-booklet-v2.pdf>

WHAT SKILLS DO I NEED TO BE A MEMBER OF THE CHURCH COUNCIL?

- A committed member of the organization
- Interested in and involved with the life of the church and local community
- Willing to learn and share ideas, experience and gifts
- Caring
- Able to listen to another's point of view
- Willing to complete required training within timely fashion e.g. safeguarding
- Willing to complete a DBS check within 6 weeks of joining the Church Council