

## **NOTICE OF ANNUAL CHAPLAINCY MEETING**

### **Chaplaincy of All Saints, Hérault**

**The Annual Chaplaincy Meeting will be held in the Temple de l'Église Protestante Unie de France, Saint-Pargoire on the 24<sup>th</sup> day of March, 2019 at 11.45 a.m.**

For the election of Chaplaincy representatives of the laity as follows:

To be churchwardens of the Chaplaincy: 2 representatives

To the Chaplaincy Council: 2 representatives.

For the appointment of the independent examiner (auditor) of the Chaplaincy's accounts.

For the consideration of the Annual Report and Accounts of the Council, comprising *inter alia* reports on

- (a) Changes in the electoral roll since the last Chaplaincy Meeting;
- (b) The proceedings of the Chaplaincy Council and the activities of the Chaplaincy generally;
- (c) The Financial Statements of the Council for the year ending on the 31st December immediately preceding the meeting, independently audited
- (i) (d) Changes in the fabric, goods and ornaments of the chaplaincy;
- (e) The proceedings of the Archdeaconry Synod;
- (f) Developments in Diocesan and Chaplaincy Safeguarding policy and practices

For the consideration of the Report of the Chaplain.

For the consideration of other matters of Chaplaincy or general Church interest.

The Agenda of the Meeting, together with notes detailing the necessary qualifications of nominees for election and a form of application for a postal vote, is attached.

Signed:

Nigel Summersall

Vice-Chairman & Secretary to the Chaplaincy Council

2<sup>nd</sup> March, 2019

## **AGENDA**

1. Opening prayer
2. Completion of sign-in sheet
3. Appointment of the Chairman of the Meeting
4. Appointment of Minute-taker
5. Appointment of Presiding Officer for the elections to be held at the meeting
6. Approval of the minutes of the Annual Meeting held on 25<sup>th</sup> March, 2018
7. Election of:
  - 2 churchwardens,
  - 2 lay members of the Chaplaincy Council
1. Acceptance of the Annual Report & Accounts 2018
2. Appointment of an Independent Examiner (Auditor)
3. Discharge of outgoing Council from financial or civil liability
4. Consideration of the Chaplain's Report for 2018
5. Discussion
6. Closing prayer

### **Notes**

1. All persons whose names are entered upon the Electoral Roll of the Chaplaincy (and such persons only) are entitled to vote at the election of Churchwardens and of Chaplaincy representatives of the laity.
2. Subject to the provisions of Church Representation Rules currently in force, a person is qualified to be elected a Chaplaincy representative of the laity if -
  - (a) Their name is entered on the electoral roll of the parish and, unless they are under the age of sixteen years at the date of the election, and have been so entered for at least the preceding period of six months;
  - (b) They are an actual communicant which means that they have received Communion according to the use of the Church of England or of a Church in communion with the Church of England at least three times during the twelve months preceding the date of the election; and
  - (c) They are of sixteen years or upwards;
  - (d) They are not disqualified as referred to in paragraph 3 of these Notes.

3. (a) A person shall be disqualified from being nominated, chosen or elected from serving as a warden, a member of a Chaplaincy council, a district council or any synod under these rules if he/she is disqualified from being a charity trustee under section 72(1) of the Charities Act 1993 and the disqualification is not for the time being subject to a general waiver by the Charity Commissioners under subsection (4) of that section or to a waiver by them under that subsection in respect of all ecclesiastical charities established for purposes relating to the parish concerned.

In this paragraph "ecclesiastical charity" has the same meaning as that assigned to that expression in the Local Government Act 1894;

(b) A person shall also be disqualified from being nominated, chosen or elected from serving as a warden or member of a Chaplaincy council if he or she have been so disqualified from holding office under section 10(6) of [the Incumbent (Vacation of Benefice) Measure 1997].\*9

4. A scheme is in operation in this chaplaincy which provides that any person entitled to vote in the elections of Churchwardens, Chaplaincy representatives of the laity to the Chaplaincy Council or to the Archdeaconry Synod or to both that council and that synod may make application on the appropriate form (on following page) to the undersigned for a postal vote.

The completed form must be received before the commencement of the Annual Chaplaincy Meeting.

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APPLICATION FOR POSTAL VOTE

Chaplaincy of All Saints, Hérault

I (Full Christian name and surname) .....

of (Full postal address) .....

.....

declare that my name is entered on the electoral roll of the above chaplaincy and I hereby make application for a postal vote in any elections to which postal voting applies to be held at the forthcoming 2019 annual chaplaincy meeting. The voting paper should be sent or delivered to me at the above address OR\* at the following address

.....

Dated ..... 20 .....

Signed .....

\* delete as appropriate.