

OUR LADY IMMACULATE & ST CUTHBERT'S CROOK

PARISH COUNCIL CONSTITUTION



PURPOSE

The Parish Council will work with our Parish Priest in encouraging and leading all parishioners of Our Lady Immaculate & St Cuthbert's Parish Crook in their journey of faith and in taking Christ's message of love and hope to the wider community and to the world.

The Parish Council will

1. Encourage all parishioners to take a full part in the life of the parish
2. Strive to involve young people in the life of the parish by listening to them and helping and encouraging them to develop new liturgical, spiritual and social activities to suit their needs
3. Through the promotion and support of the work of existing parish groups and the creation of new groups if needed, oversee, develop and co-ordinate
 - a. the pastoral, liturgical, fundraising, social and administrative activities of the parish
 - b. our ties with other Christian communities in Crook and surrounding areas
 - c. our work in the local community and in promoting peace and justice in the world and
 - d. the maintenance of the buildings and other assets of the parish
4. Build up our ties with the parish school and with the senior schools which our young people attend
5. Act as the Parish Finance Committee¹
6. Ensure that robust structures exist to maintain and develop the life of the parish if the time comes when we have no resident parish priest
7. Appoint two parishioners to represent it on the Diocesan Pastoral Council

MEMBERSHIP

The Parish Priest, Parish Deacon, Parish Sisters and Parish Treasurer will be members of the council.

The Parish Council will have up to 10 and at least 5 parishioner members.

The Members in post at the date this revised constitution is adopted will serve for the next 3 years. Thereafter 2 parishioner members of the council will stand down in rotation and be replaced each year so that from that point Members of the Parish Council will hold office for a maximum of 5 Years.

A parishioner member will not be eligible for re-election for one year after standing down.

New members will be elected at the Annual Parish Meeting in accordance with procedures set out below.

If necessary the Parish Council will co-opt new members to fill any vacancies until the next Annual Parish Meeting.

MEETINGS

The Parish Council will meet at least 6 times a year. Minutes of meetings will be published on the internet and parish noticeboards.

The quorum for a Parish Council meeting will be 5.

The Parish Council will report to parishioners once a year at an open Annual Parish Meeting. A least 4 weeks notice of that meeting will be given in the Parish Bulletin.

The notice of meeting will invite parishioners to nominate new parishioner members of the Parish Council specifying the number of vacancies. Nominations must be in writing or by email delivered to the Parish Council Secretary at least 48 hours before the meeting and must be signed by the nominator and a seconder. In the event of more nominees than vacancies there will be an election conducted by a ballot conducted as the Parish Council decides.

The Parish Council will have a Chairperson and a Secretary appointed by the Council who will hold those offices for two years and who will not be eligible for election to one of those positions for two years after their term of office concludes.

The Parish Council will develop and adopt rules to regulate the conduct of its business

¹ To be a member of the Parish Council you must be appointed to the Parish Finance Committee by the Parish Priest