

**The Parishes of
St Mary Magdalene, Mitford and Saint Cuthbert, Hebron
In the Diocese of Newcastle**

Scheme for Joint Council

Made pursuant to Section C of the Model Rules
Church Representation Rules 2020

The Special Parochial Church meetings of the parishes of St Mary Magdalene, Mitford and Saint Cuthbert, Hebron in the benefice of Mitford and Hebron ("**the Benefice**"), in the Diocese of Newcastle, in exercise of the powers conferred by Section C of the Model Rules contained in the Church Representation Rules 2020 ("**CRR**"), hereby make the following scheme ("**Scheme**"):

1. New Joint Council

The Parochial Church Councils of the Parishes St Mary Magdalene, Mitford and Saint Cuthbert, Hebron in the Benefice and the Diocese of Newcastle desire to establish a Joint Parochial Church Council, hereinafter called the "**Joint Council**".

2. Name of Joint Council

The new Joint Council shall be known as the "Joint Parochial Church Council of the Ecclesiastical Parishes of St Mary Magdalene Mitford and Saint Cuthbert Hebron".

3. Membership of Joint Council

3.1. The Joint Council shall have the following membership:

3.1.1. until the first Annual Parochial Church Meeting of the Joint Council:

3.1.1.1. the Incumbent or Priest in Charge of the Benefice; and

3.1.1.2. all other members of the Parochial Church Councils of the Parish of Saint Cuthbert, Hebron and the Parish of Saint Mary Magdalene, Mitford, at least 7 (seven) of whom shall be lay persons.

3.1.2. in subsequent years:

3.1.2.1. the Incumbent or Priest in Charge of the Benefice; and

3.1.2.2. up to 12 (twelve) persons being elected at the previous Annual Parochial Church Meeting of the Joint Council, at least 7 (seven) of whom shall be lay persons named on the electoral roll of the Joint Council (the electoral roll comprising of the combined electoral rolls of the respective Parishes in accordance with Rule 1 (9) of Part 1 of the CRR).

3.2. The Joint Council may at its discretion also co-opt up to 4 (four) additional members (who may be clergy or lay) if it considers that their particular skills or experience would be of benefit to the Joint Council.

4. Officers of the Council

- 4.1. The chair of the Joint Council ("**Chair**") shall be the Incumbent of the Benefice or during a vacancy the Priest in Charge or if there is no Priest in Charge, the lay vice chair (to be appointed by the members of the Joint Council).
- 4.2. The secretary of the Joint Council shall be any person so elected by the Council for the purposes of recording the minutes of meetings, the holding of all documentation related to Joint Council business, the recording of any resolutions and the monitoring of actions taken on behalf of the Joint Council and the transaction of any correspondence relating to the affairs of the Joint Council.
- 4.3. The Joint Council may appoint one or more persons to be Treasurer to the Joint Council.
- 4.4. An Auditor or independent examiner shall be appointed by the Joint Council. This person shall have access to all financial statements of the Joint Council.
- 4.5. The Joint Council may appoint an Administrator upon such terms as the Council thinks fit.
- 4.6. The posts of Administrator, Secretary to the Joint Council, Treasurer and independent examiner, may be remunerated at the Joint Council's discretion subject always to the provisions of the Charities Act 2011 and the CRR (or any statutory revision of them).
- 4.7. The Joint Council shall have the power to appoint further remunerated or unremunerated officers as it thinks fit.

5. Meetings of the Joint Council

- 5.1. The Joint Council shall hold not less than four meetings each year as equally spaced as is possible. The first of such meetings taking place in each year within 2 (two) months after the Annual Parochial Church Meeting of the Joint Council shall be designated the Annual Meeting at which time the Joint Council Officers (other than the Chair) shall be re-elected by simple majority.
- 5.2. The Chair shall at each meeting call for declarations of any potential conflict of interest from members. The Chair shall have the power to bar individual members from votes of the Joint Council where it is considered that a conflict of interest may arise. The voting provisions of paragraph 5.8 below shall continue to apply in the case that any individual members of the Joint Council are barred in accordance with this paragraph 5.2.
- 5.3. The Treasurer's reports detailing the financial transactions of the Joint Council, including payment of parish share to the Diocesan Board of Finance and the finances of any Benefice-wide instrument or activity, shall be presented no less than annually and voted on by members. Such reports shall be made available to the annual parochial meeting of each parish in the Benefice.
- 5.4. Dates for future meetings shall usually be set during meetings. A Joint Council meeting may be convened by the Chair or if requested, by at least a quarter of members at any time, giving at least ten days' notice to members (provided that such notice may be waived if all of the members consent)
- 5.5. An agenda and any other documentation to be discussed at a forthcoming meeting shall have been delivered to members not less than seven days prior to the date of the relevant meeting.
- 5.6. A point of order may be requested at any time during the meeting in order to amend the agenda but shall require the consent of three quarters of those members present and voting to be carried.

- 5.7. No business shall be transacted at a meeting of the Joint Council unless at least one quarter of members are present and voting and the majority of the members present are lay members. No business which is not specified in the agenda shall be transacted except by consent of the Chair excepting paragraph 5.6 above.
- 5.8. All business of the Joint Council shall be decided by simple majority of those present (noting paragraph 5.7 above), with the Chair holding a casting vote in the event of a tie.
- 5.9. Any meeting of the Joint Council may be adjourned to such time and place as may be determined at a meeting, at the Chair's discretion.
- 5.10. The provisions of the Model Rules set out in Section B of Part 9 of the CRR shall apply to the proceedings of the Joint Council as though it was a Parochial Church Council provided that if those provisions are inconsistent with the provisions of this Scheme then the provisions of this Scheme shall prevail.

6. Minutes of the Joint Council

- 6.1. A record shall be made and retained of those present and voting at any Joint Council meeting.
- 6.2. All business transacted, resolutions put to the Joint Council and future actions agreed shall be recorded.
- 6.3. The minutes of Joint Council meetings shall be circulated to members of the Joint Council and may be made available to other persons listed in the electoral roll of the Joint Council.

7. Functions and Powers of the Council

- 7.1. The functions and powers of the Joint Council are subject to the CRR and to any other rules and regulations of the Church of England in force at the time.
- 7.2. The Joint Council shall have the power to accept on behalf of all Parishes within the Benefice the allocated Diocesan Parish (or Benefice) Share requested of the Benefice.
- 7.3. The Joint Council shall have the power to authorise, approve, order, manage and dissolve Benefice-wide activities including those for mission, worship, outreach, fundraising, and for any specific sub-section of the population, all for the common good and in furtherance of the mission and ministry of the Church of England in the Benefice.
- 7.4. The Joint Council shall have the power to establish a standing committee and subsidiary committees from time-to-time. The composition, financial affairs, minutes and any other proceedings and actions of such committees shall be under the direction of the Joint Council.
- 7.5. The Joint Council shall be consulted on any matter which affects the membership of any parish of the Benefice.
- 7.6. The Joint Council shall be consulted on any matter affecting the question of who should be licensed to minister in the Benefice.
- 7.7. The Joint Council may authorise the Treasurer to manage such funds as it directs.

8. Disputes and Ordering

- 8.1. Any dispute on any matter relating to Joint Council business shall be raised with the Chair in the first instance. Thereafter it shall be raised as necessary with the Archdeacon of Lindisfarne.

8.2. The Joint Council derives its powers under this Scheme, which may be varied or revoked subject to the provisions of the CRR.

9. Assets

9.1. Subject to the following paragraphs 9.2 to 9.5 (inclusive), on the date that this Scheme comes into operation all property, rights and liabilities of the Parochial Church Councils of the constituent Parishes shall by virtue of this scheme transfer to the Joint Council.

9.2. Assets (other than cash gifts donated as part of the donor's regular church giving) gifted by lifetime gift to a Parochial Church Council of any Parish included in this Scheme shall be held by the Joint Council for the benefit of the Parish concerned as a restricted asset.

9.3. Assets (including cash) gifted by a will or other testamentary disposition to a Parochial Church Council of any Parish included in this Scheme shall be held by the Joint Council for the benefit of the Parish concerned as a restricted asset.

9.4. For the sake of clarity, the assets of the trust listed in Schedule 1 to this Scheme shall vest in the Joint Council on the date when this Scheme comes into effect and shall be held for the restricted purposes listed alongside the respective trust in Schedule 1 of this Scheme.

9.5. Nothing in this Scheme affects the charitable purposes for which any property is held.

10. Date of coming into force

10.1. This Scheme was approved by the constituent Parishes in accordance with Model Rule M42 of the CRR at a Parochial Church Council meeting of each respective parish being either an Annual or a Special meeting called for this purpose on the dates specified in Schedule 2 to this Scheme.

10.2. This Scheme shall come into effect on the first day of the month following ratification of the Scheme by the Bishop's Council and standing committee.

Schedule 1

Trust Assets Vesting in the Joint Council for Restricted Purposes

Parish	Trust	Restricted Purpose of Trust Assets
Parish of St Mary Magdalene, Mitford	Mitford Plot Trust dated 24 th March 2017 as varied by a Deed of Variation dated 29 July 2018	The property of this trust shall be applied for the benefit of the Parish of St Mary Magdalene, Mitford, as further detailed in the trust document

Schedule 2

Dates when Scheme approved by Parishes

Parish	Date Approved	Numbers Voting		
		For	Against	Abstained
Parish of St Mary Magdalene, Mitford				
Parish of Saint Cuthbert, Hebron				

Approved by the Bishop's Council of the Diocese of Newcastle

Signed

Secretary to the Council

Dated