

## NOTICE OF ANNUAL MEETING OF PARISHIONERS

Parish of \_\_\_\_\_

The annual *Meeting of Parishioners* will be held in the \_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_

for the election of \_\_\_\_\_ churchwardens.

### Notes

1. All persons,
  - (a) whose names are entered upon the church electoral roll of the parish, or
  - (b) are resident in the parish and whose names are entered on a register of local government electors by reason of such residence,are entitled to vote at the election of churchwardens.
2. The churchwardens of every parish shall be chosen from persons who have been baptized and –
  - (a) whose names are entered on the church electoral roll of the parish;
  - (b) who are actual communicants;
  - (c) who are twenty-one years of age or upwards; and
  - (d) who are not disqualified as referred to in paragraph 3 of these Notes.
3. A person shall be disqualified from being nominated, chosen or elected from serving as a churchwarden, if –
  - (a) they are disqualified from being a charity trustee under section 178(1) of the Charities Act 2011 and the disqualification is not for the time being subject to a general waiver by the Charity Commissioners under section 181 or to a waiver by them under this section 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) they have been convicted of any offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (c.12). In this paragraph 'any offence' shall include an offence which, by virtue of any enactment, is to be treated as being included in any such reference in all or any of the provisions of the 1933 Act;

## Notes to the Notice of Annual Meeting of Parishioners (continued)

- (c) they have been so disqualified from holding office under section 10(6) of the Incumbent (Vacation of Benefice) Measure 1977.
4. Without prejudice to paragraph 3 of these notes (above), a person shall be disqualified from being chosen for the office of churchwarden when that person has served as a churchwarden of the same parish for six successive periods of office until the annual meeting of the parishioners to elect churchwardens in the next year but one following the date on which that person vacated office at the end of the last such period.
  5. All candidates for election at the meeting must be nominated and seconded in writing by persons entitled to attend the meeting and each nomination paper must include a statement, signed by the person nominated, to the effect that that person is willing to serve as a churchwarden and is not disqualified from doing so.
  6. A nomination shall not be valid unless it is received by the minister of the parish before the commencement of the meeting.

Signed \_\_\_\_\_

† Minister of the parish.

**Note:** In this notice 'parish' means an ecclesiastical parish.

† Or 'Vice-Chairman of the Parochial Church Council' as the case may be [see rule 7(3) of the Church Representation Rules].