



## THE PARISH ADMINISTRATION ACT 2010

**Be It Enacted** by the Bishop, Clergy and Laity of the Anglican Church of Australia in the Diocese of Bendigo duly met in Synod according to law as follows:

### Preamble

The Diocese of Bendigo is a part of Christ's Church and believes its origins as part of the Catholic and Apostolic Church go back to the origins of the Church. As part of the Church, the Diocese is dedicated to participation in Christ's mission and believes the missionary task is broad and wide.

Parish Councils are an instrument of mission. They have a special responsibility to not only take care of the infrastructure and resources of parishes, but their prime responsibility to that mission is undertaken through participating in the whole church bringing the whole gospel to the whole world.

Parish Councils accept the responsibility to respond to Christ's call: "As the Father has sent me, so I send you." (John 20:21)

Along with the Anglican Communion worldwide, Parish Councils in co-operation with the Incumbent are to initiate, develop and maintain the mission of the Church within and beyond the Parish, in particular:

- to proclaim the good news of the Kingdom
- to teach, baptise and nurture new believers
- to respond to human need by loving service
- to seek to transform the unjust structures of society
- to strive to safeguard the integrity of creation and to sustain and renew the life of the earth.\*

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\* Adopted by the *Anglican Consultative Council* and by the Lambeth Conference 1998.

## **Division 1**

### **Introduction and Interpretation**

- 1.1 This Act may be cited as the Parish Administration Act 2010.
- 1.2 The Parish Administration Act 2006 is repealed.
- 1.3 In this Diocese a Parish may be:
- (a) led by a Rector or Priest in Charge, or
  - (b) be a Parish within a Ministry Cluster led by a Team Rector, or
  - (c) be a Cooperating Parish consisting of an Anglican Parish authorised to work in partnership with another Christian tradition which holds the apostolic faith.
- 1.4 For the purposes of this Act:
- "Diocese" shall mean the Anglican Diocese of Bendigo;
  - "the Bishop" except when that word is used elsewhere in this subsection means the Bishop of the Diocese of Bendigo acting with the advice of the Council of the Diocese but where used elsewhere in this subsection means the Bishop of the Diocese of Bendigo.<sup>1</sup>
  - "Parishioner" means a member of a Parish of the Anglican Church of Australia within the Diocese of Bendigo and who regularly participates in divine service within that Parish;
  - "Incumbent" means a person licensed by the Bishop as the Rector or Priest-in-Charge of a Parish within the Diocese of Bendigo;
  - "Registrar" is that person who is charged with carrying out the executive functions and day to day administration for the good order and functioning of the Diocese under the direction of the Bishop and the Council of the Diocese.
- 1.5 Footnotes are inserted as a guide, but have no legal effect.
- 1.6 Where in a section of this Act there is a reference alternatively to:
- 1.6.1 the Bishop or the Board of Bendigo Anglican Diocesan Corporation; or
  - 1.6.2 the Executive Committee of the Council of the Diocese or the Executive Committee of Bendigo Anglican Diocesan Corporation

the reference is to be read in each case as a reference to whichever of the named entities is responsible pursuant to the Bendigo Anglican Diocesan Corporation Act 2014 to exercise the power or function required under that section of this Act.<sup>2</sup>

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<sup>1</sup> Section 1.4 amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>2</sup> Section 1.6 inserted in 2016 according to the Parish Administration Amendment Act 2016

## **Division 2**

### **Governance of Parishes**

- 2.1 (a) On or before the 31<sup>st</sup> day of March in each year there shall be held a meeting of parishioners of each Parish known as the Annual Parish Meeting.
- (b) A written notice shall be published at least 35 days before the Annual Parish Meeting advising;
- (i) The time and place of the Annual Parish Meeting.
- (ii) The date by which nominations for the offices of Churchwarden and Parish Councillor are to be received.
- (c) With the prior approval of the Executive Committee of either the Council of the Diocese or the Board of Bendigo Anglican Diocesan Corporation an Annual Parish Meeting may be convened after the first day of October in the financial year for which it is to be held. A meeting so convened may conduct Appointments and Elections and transact as much of the business of section 4.1 as it sees fit but must then adjourn and re-convene before the next 31<sup>st</sup> day of March for the transaction of the remaining business of section 4.1 including the presentation of audited financial statements for the financial year.<sup>3</sup>
- (d) a person appointed or elected at a meeting convened under section 2.1(c) takes office at the end of the parish financial year for which the meeting is held.<sup>4</sup>
- 2.2 A quorum for an Annual Parish Meeting shall be the Incumbent or the person acting on behalf of the Incumbent and fifteen (15) lay persons.
- 2.3 (a) The principal governing body in every Parish shall be the Parish Council.
- (b) The Annual Parish Meeting has power to deal with those matters set out in Division 4 only.
- (c) Each congregation of a Parish may meet between each Annual Parish Meeting at such times as the Incumbent shall decide or upon application by at least five members of the congregation to the Incumbent, for the purpose of considering all matters relevant to that congregation and to make recommendations to the Parish Council.
- (d) A congregation may make recommendations to the Parish Council but such recommendations shall not be binding on the Parish Council.
- 2.4 (a) A Parish may, by written application signed by the Incumbent and the Churchwardens, apply to the Executive Committee of the Council of the Diocese or the Executive Committee of Bendigo Anglican Diocesan Corporation for a variation or modification to

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<sup>3</sup> Section 2.1(c) inserted in 2016 according to the Parish Administration Amendment Act 2016

<sup>4</sup> Section 2.1 (d) inserted in 2016 according to the Parish Administration Amendment Act 2016

Section 3.8 or Divisions 5 or 6 of this Act to the extent that it affects the government of the Parish.

- (b) If the Executive Committee of the Council of the Diocese or the Executive Committee of Bendigo Anglican Diocesan Corporation considers that the special needs of the Parish require variation or modification, it may, upon such conditions (if any) as it sees fit, suspend the operation of the provisions of this Act for the government of that Parish.<sup>5</sup>
- 2.5 (a) At the Annual or other Parish Meeting and every meeting of the Parish Council the Incumbent shall be the Chair.
- (b) If the Incumbent declines to act as Chair or is absent from such meeting, the Incumbent may appoint the Chair. If such appointment is not made by the Incumbent those present at any such meeting shall elect from among their members a person to act as Chair.

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<sup>5</sup> Section 2.4 amended in 2016 according to the Parish Administration Amendment Act 2016

## **Division 3**

### **Pastoral and Electoral Rolls**

#### **Pastoral Roll**

- 3.1 In each Parish there shall be kept a Pastoral Roll for the purpose of pastoral ministry and outreach in mission. This roll shall be maintained by the Secretary of the Parish Council, and shall include those persons under pastoral care, voluntarily associated with the Parish irrespective of age, baptised or not, who are resident in or identify with the Parish.
- 3.2 (a) Information about a person's entry in the Pastoral Roll shall only be available to the Incumbent or other ministry personnel of the parish, to the Parish Secretary unless the person concerned gives permission.
- (b) Details of the Pastoral Roll information for an individual shall be available for inspection by that person on request.

#### **Electoral Roll**

- 3.3 In each Parish there shall be kept an Electoral Roll. This Roll shall be maintained by the Secretary of the Parish Council for the purposes of enrolment by parishioners for voting at Parish Meetings.
- 3.4 (a) Every baptised communicant person, who has for the last three months participated in the worship and the life of the Parish, may be enrolled on the Parish Electoral Roll subject to the provisions of Section 3:5.
- (b) The Parish Electoral Roll shall contain the name and address of each eligible parishioner.
- 3.5 Any person who:
- (a) is not less than eighteen years (18) old;
  - (b) has been baptised;
  - (c) is a member of the Anglican Church;
  - (d) is not on the electoral roll of another Anglican Parish; and
  - (e) is a regular worshipper in the Parish
- is an eligible parishioner and shall be added to the Parish Electoral Roll by the Parish Secretary upon signing a declaration in the form in Schedule 1 to this Act.
- 3.6 The Parish Electoral Roll shall be revised every three years.<sup>6</sup>
- 3.7 The Parish Secretary shall, upon receipt of a request from a parishioner to remove their name from the Parish Electoral Roll, comply with that request.
- 3.8.1 Subject to 3.8.2 and 3.8.3 each parishioner who fulfills the requirements of Section 3.5 and has signed the declaration, shall be eligible:
- (a) to vote at the Annual Parish Meeting and any other Parish Meeting;

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<sup>6</sup> Section 3.6 amended in 2016 according to the Parish Administration Amendment Act 2016

- (b) to be elected as a Churchwarden, Parish Councilor or any other Parish or Diocesan officer.
- 3.8.2 a person who is eligible may be appointed or elected for consecutive terms of office as a Churchwarden or Parish Councillor but having completed consecutive terms of office in any of those capacities totalling six years is ineligible for reappointment or re-election before the third Annual Parish Meeting after completing those consecutive terms.
- 3.8.3 A Churchwarden or Parish Councillor who has attained the age of eighty years is ineligible for re-appointment or re-election unless
  - 3.8.3.1 he or she has been expressly declared eligible by a resolution passed by a simple majority at a Parish Council meeting; or
  - 3.8.3.2 dispensation from the operation of this clause has been obtained from the Executive Committee of the Council of the Diocese or the Executive Committee of Bendigo Anglican Diocesan Corporation.<sup>7</sup>
- 3.9 No additions to the Parish Electoral Roll may be made during the period thirty (30) days prior to the Annual Parish Meeting.
- 3.10 The Incumbent and any other clergy duly licensed by the Bishop to work in the Parish shall also be qualified to vote at the Annual Parish Meeting and any other Parish Meetings.
- 3.11 Before any person can hold an elected office in a Parish, they need to complete the form of declaration in Schedule 1.
- 3.12 Parishioners on either the Pastoral or Electoral Rolls shall be entitled to speak at all Parish meetings.

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<sup>7</sup> Section 3.8 amended in 2016 according to the Parish Administration Amendment Act 2016

## Division 4

### Annual Parish Meeting

- 4.1 At the Annual Parish Meeting after prayer the order of business shall be as follows:
- (a) apologies;
  - (b) unless they have been distributed previously, the reading of the Minutes of the preceding Annual Parish Meeting and their confirmation;
  - (c) the presentation of reports by the Incumbent, Churchwardens and other officers of the Parish and Parish organisations, and a report from the Incumbent and / or the Parish Council on the Mission Action Plan (MAP) or Ministry and Mission Plan for the future.
  - (d) the presentation of the audited financial statements of the Parish Council and other Parish organisations for the preceding year and the presentation of a budget for the succeeding year.<sup>1</sup>
  - (e) Appointments and Elections, to take place as follows:
    - (i) the appointment by the Incumbent of one Churchwarden and the election of not more than two People's Churchwardens;
    - (ii) the determination of the number (divisible by three and not to exceed nine) of members of the Parish Council and the election of two thirds of such number and the appointment by the Incumbent of one third of such number;
    - (iii) the election of Parish members and supplementary Parish members of the Appointments Board in accordance with the provisions of the Parish Appointments Act, 1998;
    - (iv) if the mandate of the Bishop has been issued, the election of lay members and supplementary members of Synod in accordance with the provisions of the Synod Act 1997;
    - (v) the election of an Auditor;<sup>2</sup>
  - (f) to make such recommendations to the incoming Parish Council and other Parish officers concerning the policy, and the programme of the Parish for the current year;
  - (g) any other business.
- 4.2 (a) The method of voting shall be determined by the Chair.
- (b) Only parishioners present at the Parish Meeting may vote.
- 4.3 Notwithstanding clause 4.1 (e), the Incumbent may defer the appointment of one Churchwarden and one third of the Parish Councillors until some time after the Annual Parish Meeting but before the first meeting of the new Parish Council
- 4.4 Notwithstanding Section 4.2 (b), the election of office bearers at an Annual Parish Meeting may be conducted by a ballot conducted electronically or by post if the procedure for its conduct by that Parish has been approved by the Executive Committee of either the Council of the Diocese or Bendigo Anglican Diocesan Corporation.<sup>8</sup>

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<sup>8</sup> Section 4.4 inserted in 2016 according to the Parish Administration Amendment Act 2016

## Division 5

### Parish Council - Structure

5.1 The Parish Council shall consist of:

- (a) Parish Councillors elected and appointed pursuant to Section 4.1 (e) (ii)
- (b) the Incumbent;
- (c) the Churchwardens; and
- (d) all stipendary clergy or Ordained Local Ministers.

The members of the Parish Council are elected or appointed on behalf of the Bendigo Anglican Diocesan Corporation incorporated under the Bendigo Anglican Diocesan Corporation Act 2014.<sup>9</sup>

5.2 Churchwardens and Parish Councillors hold office until whichever first occurs of:

- 5.2.1 their death;
- 5.2.2 their resignation;
- 5.2.3 their removal;
- 5.2.4 the later of
  - 5.2.4.1 their successors taking office under Section 2.1(d) following the third Annual Parish Meeting after their election or appointment;
  - or
  - 5.2.4.2 the third Annual Parish Meeting after their election or appointment<sup>10</sup>

5.3 On receipt by the Registrar of an application in writing signed by two of the Churchwardens requesting the removal of any member of the Parish Council from office, the Bishop or the Board of Bendigo Anglican Diocesan Corporation, after due investigation, and if satisfied that good cause for such action has been determined, may by writing remove any such member from office<sup>11</sup>

- 5.4 (a) Any vacancy in the office of Churchwarden or Parish Councillor who had been nominated by the Incumbent shall be filled by the Incumbent and any other vacancy shall be filled by the Parish Council.
- (b) Where the Parish is vacant, any vacancy in the office of a Churchwarden or Parish Councillor who has been appointed by the Incumbent may be filled by the Bishop.
- (c) A parishioner shall be disqualified from office as a Parish Councillor if the parishioner is married to another Parish Councillor or to the Incumbent or any other licenced clergy of the Parish.

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<sup>9</sup> Section 5.1 amended in 2014 according to Schedule 2 of the Bendigo Anglican Diocesan Corporation Act 2014.

<sup>10</sup> Section 5.2 amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>11</sup> Section 5.3 amended in 2016 according to the Parish Administration Amendment Act 2016

- 5.5 If a Churchwarden or Parish Councillor is absent without leave for more than three consecutive meetings, the Parish Council may resolve in writing to ask the Bishop to remove any such member from office.
- 5.6 At the first meeting of the Parish Council after the Annual Parish Meeting in each year and after prayer the order of business shall be as follows:
- (a) the reading and confirmation of the Minutes of the previous Parish Council meeting;
  - (b) the appointment of a Secretary, who need not be a member of the Parish Council, and the appointment of a Treasurer, who need not be a member of the Parish Council and who shall not be a Churchwarden;
  - (c) if desired, the appointment of a Minute Secretary, who need not be a member of the Parish Council;
  - (d) a consideration of any matters referred to it by the Annual Parish Meeting;
  - (e) any other business.
- 5.7 A quorum shall be a simple majority of the members of Parish Council.

## **Division 6**

### **Parish Councils – Operation**

6.1 In order to further the mission of God in the Diocese, Parish Councils have responsibility for the following matters:

- (a) to ensure that clear and achievable goals with realistic strategies, are set and reviewed annually, using the Mission Action Plan template, building on the strengths of the Parish community;
- (b) to work within the rules of governance as set down by this Act
- (c) to ensure that good communication is maintained between all members of the Parish community;
- (d) to provide all things necessary for the celebration of divine service and the administration of the sacraments;
- (e) to have charge of the funds of the Parish, subject to the terms of any trusts, and to ensure that there is sufficient income for the purposes of the Parish;
- (f) to ensure that the Parish adopts the best possible policy and practice in relation to the environment and sustainability;
- (g) to provide a suitable residence for the Incumbent or other housing arrangements as approved by the Diocesan Executive;
- (h) to ensure that adequate insurance against death, sickness and injury of all stipendiary clergy licenced to the Parish is provided;
- (i) to ensure that all buildings and Parish-owned contents are adequately insured;
- (j) to appoint, control and dismiss where necessary all persons employed by the Parish and to provide for the remuneration of all such persons;
- (k) to ensure that accurate financial records are maintained and that an audited statement of accounts and balance sheet is presented to the Annual Parish Meeting and forwarded to the Registry as and when required by the Council of the Diocese and requested by the Registrar;
- (l) to ensure that a financial report is presented by the Treasurer to each meeting of the Parish Council;
- (m) to support the work of Diocesan initiatives and involvement in welfare and social justice, particularly through Diocesan agencies: St. Luke's Anglicare, New Horizons Welfare Services and Bencourt Care;
- (n) to maintain effective networks of information and shared purpose between the Parish and the Deanery.

6.2 Records and actions

- (a) Minutes of the proceedings and resolutions of every Parish Meeting or Parish Council meeting shall be correctly entered in a Minute book, confirmed and signed as a true record.
- (b) All contracts and undertakings lawfully entered into by the Diocese, on behalf of the Parish Council, shall be binding upon their successors in office from year to year.

- (c) Each Parish shall maintain as Archives such of its records and registers as the Synod may determine from time to time having due regard for such guidelines as have been or may be issued by the Diocesan Archivist and approved by the Council of the Diocese.

### 6.3 Resources management

- (a) All income received by or on behalf of the Parish or any Parish organisation, subject to the regulations of Diocesan Synod shall be under the control of the Parish Council.
- (b) The Parish Council shall budget responsibly for the upkeep and operations of all Parish buildings and invest funds for the long term maintenance of those buildings.
- (c) The management and use of church land and buildings shall be determined by the Parish Council in partnership with the Incumbent.
- (d) The keys to all church buildings shall be held by the Incumbent and a designated Churchwarden, who shall maintain a Key Register.
- (e) In the event of the Parish Council failing or refusing to allow any person to use Parish land or buildings, that person shall have the right to appeal to the Bishop or the Board of Bendigo Anglican Diocesan Corporation. The Bishop or the Board of Bendigo Anglican Diocesan Corporation may in its discretion either refuse or allow the appeal, and may set conditions for proposed use of the property. The decision of the Council of the Diocese shall be final.<sup>12</sup>

### 6.4 Relationships

- (a) In the event of any disagreement between the Incumbent, Churchwardens, parishioners or members of the Parish Council with regard to any matter subject to this Act, an appeal may be made to the Bishop or the Board of Bendigo Anglican Diocesan Corporation, whose decision shall be final.<sup>13</sup>
- (b) The formation and management of the music ministry and the choir, including the selection of church music, shall be subject to the control and direction of the Incumbent.

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<sup>12</sup> Section 6.3 (e) amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>13</sup> Section 6.4 (a) amended in 2016 according to the Parish Administration Amendment Act 2016

## **Division 7:**

### **Churchwardens**

7.1 The duties and responsibilities of each Churchwarden whether appointed by the Incumbent or elected by the Annual Parish Meeting are the same.

7.2 The duties of the Churchwardens are as follows:

- (a) to act with the Incumbent in planning and developing the work of the Church both within and beyond the Parish and by their own examples to encourage all parishioners to establish an active and intelligent Christian witness;
- (b) to ensure that there is proper pastoral support for the Incumbent and the Incumbent's immediate family;<sup>3</sup>
- (c) to ensure that adequate provision is made by each congregation for the proper preservation and safe custody of the Church Registers and all Church plate and other valuables;
- (d) to ensure that an inventory is kept of all Church property whether movable or immovable;
- (e) to have the care of all Church buildings within the Parish, the Rectory and other buildings, Church grounds, furniture and all other items necessary for divine service;
- (f) to report to the Annual Parish Meeting on the condition of all Church property and of any expenditure necessary to keep the residences of the clergy of the Parish in good order and repair;
- (g) to report to the Bishop any grave irregularities in the performance of divine service or of any willful neglect of duty or misconduct on the part of the Incumbent;
- (h) to have special responsibilities in the time of ministry transition including providing satisfactory evidence of means when the Parish is considering a new appointment;
- (i) to ensure that a current Parish Profile is maintained for the use of Parish Nominators in the event of a vacancy;
- (j) To see that the Parish is informed of the Code of Practice relating to those authorised for ministry in the Parish;
- (k) such other duties and responsibilities as may be delegated to them with their consent by the Parish Council.

## **Division 8**

### **Financial Records / Management**

- 8.1 The Parish financial year shall be from the first day of January to the thirty-first day of December following.
- 8.2 Prior to the respective Annual Parish Meetings the retiring Parish Council shall cause to be prepared a statement of all monies received and expended during the financial year and of all liabilities existing at the end of the year and such statement shall be certified as correct by the Auditor and shall be presented at the Annual Parish Meeting.
- 8.3 The Parish Council shall deliver to their successors all records containing the accounts of all monies to the end of the preceding financial year as presented to the Annual Parish Meeting together with the balance of monies under its control and a statement of all transactions effected since the end of the preceding financial year to the date of such delivery.
- 8.4 (a) All Parish funds except where otherwise provided shall be deposited in a bank account in the name of the Parish or congregation concerned and all cheques drawn against such deposits shall be signed by at least two persons authorised to do so by the Parish Council.
- (b) All surplus Parish funds, except where otherwise provided for, shall be deposited in a bank account, or in some other financial institution approved for the purposes of this section by the Bishop or the Board of Bendigo Anglican Diocesan Corporation<sup>14</sup>.
- (c) All Parish trust funds shall be deposited with the Diocesan Trusts Corporation.
- 8.5 Every school, society, club, committee or other institution within the Parish shall be entitled to raise and hold monies provided that
- (a) the uses to which such monies are put are not contrary to the Act and meet with the approval of the Parish Council;
- (b) all such monies, not so excluded by the trusts under which they are held, shall be deposited in a bank account or with a financial institution approved for the purposes of this section by the Bishop or the Board of Bendigo Anglican Diocesan Corporation in the name of the school, society, club, committee or other institution as the case may be and all withdrawals shall be signed by at least two persons authorised to do so;<sup>15</sup>
- (c) at the Annual Parish Meeting and at such times when called upon so to do by the Parish Council the person or persons having the custody or control of such monies shall submit an audited statement of accounts and balance sheet;

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<sup>14</sup> Section 8.4(b) amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>15</sup> Section 8.5(b) amended in 2016 according to the Parish Administration Amendment Act 2016

- (d) if a request is made by the Parish Council the whole or any specified part of such monies shall be paid to the Parish Council.
  - (i) If the school, society, club, committee or other institution considers such request to be unreasonable or contrary to the purposes for which such monies were raised it may appeal to the Bishop or the Board of Bendigo Anglican Diocesan Corporation.
  - (ii) The determination of the dispute by the Bishop or the Board of Bendigo Anglican Diocesan Corporation shall be accepted as final.<sup>16</sup>
- 8.6 All monies received by the Parish Council for a specified Diocesan or extra-Diocesan purpose shall be forwarded to the Registrar together with advice and all supporting documentation of such specified purpose within one month of such receipt.
- 8.7 The Incumbent and the Secretary of the Parish Council shall furnish to the Registrar on or before the 31<sup>st</sup> day of March in each year such annual and other returns as may be required from them by authority of the Bishop or the Board of Bendigo Anglican Diocesan Corporation.<sup>17</sup>
- 8.8 (a) The Registrar shall ensure that every Parish provides the annual report and financial statements.
  - (b) The Registrar shall regularly review the information provided by Parishes and refer to the Executive Committee of the Council of the Diocese or the Executive Committee of Bendigo Anglican Diocesan Corporation any Parish which, by reason of decreasing membership or financial difficulties appears to be unable to fulfill its function.<sup>18</sup>

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<sup>16</sup> Section 8.5(d) amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>17</sup> Section 8.7 amended in 2016 according to the Parish Administration Amendment Act 2016

<sup>18</sup> Section 8.8(b) amended in 2016 according to the Parish Administration Amendment Act 2016

## Division 9

### Ministry Models

9.1 In keeping with an incarnational model for mission, the basic model of ministry in this Diocese continues to be the geographical parish.

In view of the contextual setting of mission, in this Diocese other models for ministry may be instituted as provided for in this Act.

9.2 Co-operative Ventures

The Bishop may enter into agreements or form co-operating parishes or co-operative ventures with other Christian churches and such agreements shall be based on such guidelines as shall be approved by the Council of the Diocese from time to time.

9.3 Ministry Clusters

The Bishop may enter into agreements to form a clustering of one or more parishes into a Ministry Cluster supported by a Ministry Development Officer and led by a Team Rector.

9.4 Pioneer Ministry Units

The Bishop may authorise the formation of Pioneer Ministry Units, supported by a Ministry Development Officer or under the supervision of a Parish priest or some other suitable qualified person for the purpose of becoming or changing one of the authorised models or exploring new areas of mission.<sup>4</sup>

9.5 New Parishes

- (a) Submissions to initiate a new Parish shall be made to the Bishop.
- (b) Any alteration to the boundaries of an existing Parish or the creation of a new Parish must be presented to the Bishop or the Board of Bendigo Anglican Diocesan Corporation for approval.

9.6 Other Models

- (a) Any proposal for any other model of ministry must first be presented to the Bishop.
- (b) If the Bishop approves the proposal, the approval of the Bishop or the Board of Bendigo Anglican Diocesan Corporation must also be obtained.

9.7 The Bishop may enter into agreements with churches, congregations or Christian organisations that are willing to comply with the *Authorised Congregations Act 2005* and which sign a memorandum of acceptance approved by the Bishop or the Board of Bendigo Anglican Diocesan Corporation.<sup>19</sup>

9.8 A congregation formed under any of the models in Division 9 shall operate under the terms of this Act, as adapted by the Bishop or the Board of Bendigo Anglican Diocesan Corporation to meet the particular circumstances of the congregation, in the service of God's mission.

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<sup>19</sup> Sections 9.5, 9.6, 9.7 and 9.8 amended in 2016 according to the Parish Administration Amendment Act 2016

## **Division 10**

### **Bendigo Anglican Diocesan Corporation**

10. In exercising any power under this Act to appoint, or to suspend, or terminate an appointment, the Bishop, an incumbent or the incumbent and the Churchwardens jointly (as the case may be) exercise that power on behalf of the Bendigo Anglican Diocesan Corporation incorporated under the Bendigo Anglican Diocesan Corporation Act 2014.<sup>20</sup>

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<sup>20</sup> Division 10 added in 2014 according to Schedule 2 of the Bendigo Anglican Diocesan Corporation Act 2014.

**Notes:**

1. A budget is presented for information purposes only. It would be competent for the Annual Parish Meeting to make suggestions but it is not intended that the budget must be approved by the Meeting. (Section 4.1(d))
2. It is not necessary that the auditor be a practicing accountant. However, it is suggested that wherever possible, the auditor should not be a parishioner. (Section 4.1(e) (v))
3. This does not mean that a Churchwarden must be a pastoral visitor. Rather, it requires that the Churchwardens ought to ensure that there is pastoral support for the Rectory family. (Section 7.2(b))
4. A Pioneer Ministry Unit is designed to build an effective community of faith in an area where any Anglican presence has lapsed or never been established. A Pioneer Ministry Unit is understood to be a pioneering form of Diocesan mission with flexibility to evolve as local context allows. (Section 9.3)

## SCHEDULE 1

### ***Parish Electoral Roll Declaration***

*Full name:* \_\_\_\_\_

*Address:* \_\_\_\_\_

\_\_\_\_\_ *Postcode:* \_\_\_\_\_

*Date of birth:* \_\_\_\_\_

*Telephone:* \_\_\_\_\_

*Email:*  
\_\_\_\_\_

I, \_\_\_\_\_, wish to be enrolled on the  
Electoral Roll of the Anglican Parish of \_\_\_\_\_

I declare that:

- (a) I am not less than eighteen years (18) old;
- (b) I have been baptised;
- (c) I am a member of the Anglican Church;
- (d) I am not on the Electoral Roll of another Anglican Parish; and
- (e) I am a regular worshipper in this Parish.

Signed: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_