

Corpus Christi, Wokingham

Parish Pastoral Council Constitution

1. Definitions

- 1.1 PPC means Corpus Christi Parish Pastoral Council .
- 1.2 Parish means the parish of Corpus Christi in Wokingham
- 1.3 Parish Priest means the parish priest of the Parish

2. Nature and Function

- 2.1 The PPC is a representative body of Christ's faithful the aim of which is to develop the vocation of lay people to enable the spiritual, pastoral and social activities to grow and flourish as the numbers of priests and nuns diminish.
- 2.2 The function of the PPC is to plan and co-ordinate the overall activities of the Parish in order to carry out Christ's mission in the church in conjunction with the priest(s) of the Parish
- 2.3 The PPC will use appropriate resources within the Parish to accomplish its aim with due regard to the needs of the members of the Parish.
- 2.4 The PPC will work to fulfil the Parish Charter as set out in the Appendix.

3. Membership

- 3.1 All priests of the Parish will be ex-officio members of the PPC
- 3.2 A representative from the Parish Finance Committee will also be an ex-officio member of the PPC
- 3.3 The PPC will consist of no more than 12 lay members excluding ex-officio members.
- 3.4 All members of the PPC shall be members of the faith community and attend mass regularly at Corpus Christi.

4. Selection of Members

- 4.1 Members of the Parish will be provided with the opportunity to volunteer to become members of the PPC
- 4.2 The Parish Priest will decide who should be appointed as the first members on the PPC taking into account those who have volunteered to serve on the PPC and any others whom he may consider suitable.
- 4.3 On the second and every subsequent anniversary of the formation of the PPC all members who have served at least 2 years will retire, but those who wish to continue as a member may offer themselves for re-appointment. No member of the PPC will serve for longer than 6 years at a time.

- 4.4 Positions on the PPC vacated as a result of retirements will be advertised in the Parish and appointments to fill the vacancies will be made by the Parish Priest in consultation with the continuing members of the PPC taking into account those members of the Parish who have volunteered to fill the vacancies.

5. *Officers*

- 5.1 The Parish Priest will be the President of the PPC
- 5.2 The Chairman will be appointed every 2 years by the Parish Priest in consultation with the members of the PPC. The Chairman will chair all meetings unless he is unavailable, in which case the Deputy Chairman will be in the chair.
- 5.3 The Deputy Chairman will be appointed from amongst the existing members of the PPC by the Chairman, in consultation with the Parish Priest.
- 5.4 The Secretary will be appointed every 2 years by the Parish Priest in consultation with members of the PPC.

6. *Meetings*

- 6.1 The PPC will meet at least 6 times per year.
- 6.2 The Parish Priest, the Chairman and the Secretary will draw up the agenda prior to each meeting. Items for the agenda will be drawn from individual PPC members and from other members of the Parish who may wish to raise specific subjects for discussion.

7. *Quorum*

A quorum shall consist of half the members of the PPC

8. *Deputies*

Each member of the PPC shall appoint a Deputy who, with the agreement of the Chairman, may stand in for and vote on behalf of the member at PPC meetings. The Deputy should be fully conversant with the meeting agenda and the member's brief.

9. *Voting*

Decisions of the PPC will normally be taken by consensus, but in the event of the requirement for a vote, all members, ex-officio members and deputies will have one vote each. Decisions will require the support of at least half of those present at a meeting and entitled to vote.

10. Sub-Committees

The PPC may set up sub-committees to assist it to carry out its function and may co-opt people who are not members of the PPC to serve on those sub-committees.

11. Annual Parish Assembly

The PPC will organise an annual Parish Assembly, at which the Chairman and members of the PPC will report to the Parish on the actions and achievements of the previous year, and on the plans for the coming year. Members of the Parish will have the opportunity to question the PPC and to make suggestions.

12. Changes to the Constitution

Any changes to the Constitution will have to be approved by a majority of the PPC and notified to the Parish at the next Parish Assembly.

APPENDIX

PARISH CHARTER

The Parish will meet the spiritual needs of all parishioners and be inclusive in promoting an active Catholic way of life for all.

Therefore we will be:

- Welcoming to all
- Liturgically aware and proficient
- Good at informing and listening
- Supportive
- Non-judgemental
- Inclusive of all backgrounds and personal situations
- Ecumenically positive
- Open to change
- Active in the church community and in the community at large.