

Standing Committee Governance Document. Changes from the Document approved by the September 23, 2019 PCC meeting (Item 8) are highlighted.

The PCC is a charitable trust and as such all members of the PCC are trustees. The PCC agree to have a standing committee (SC) consisting of five persons. The minister and churchwardens shall be ex-officio members of the SC, and the PCC shall by resolution appoint two other members to the standing committee from among its own members and may remove any person so appointed. Unless removed from office, the appointed members shall hold office from the date of their appointment until the conclusion of the next annual meeting of the parish (APCM). **The PCC meeting immediately following the APCM will elect 2 Standing Committee members who will be current PCC members and who have been proposed and seconded. If more than 2 PCC members are proposed than a secret ballot will take place.**

During a period of Vacancy the SC automatically reduces in number to 4, due to the absence of a Rector. **In such circumstance; the PCC by resolution may hold an election in order to add an additional member to the SC. The additional member must be a current PCC members and have been proposed and seconded. If more than 1 member is proposed then a secret ballot will take place.**

The SC may request members of the PCC to attend certain agenda items where more specialised input is required.

The membership of the SC should ideally achieve representation of subgroups of the PCC and a balance of gender and age.

The SC will meet at least once a month.

The PCC delegates authority to the SC to transact the business of the PCC between the meetings as follows:

1. Dealing with urgent day to day items which arise between PCC meetings.
2. Spending decisions up to a maximum of £1,000. To be amended, as per recommendation of the Finance Committee.

Spending decisions:

<£75	Rector
<£150	one churchwarden approval
<£250	two churchwarden's approval
<£500	standing Committee approval
>£500	PCC approval (may also approve budgets to sub-committees, spending to be approved at sub-committee meetings, e.g. building & grounds).

Spending decisions in total, up to a maximum of £1,000, between PCC meetings.

3. Setting the PCC agenda
4. Confidential Staff items
5. Confidential pastoral but not safeguarding items which have national church and government guidance & governance.
6. Review finances and make recommendations to the PCC (plus declaration of any conflicts of interest).
7. Any items outside this remit shall be dealt with by email to PCC members.

8. Minutes will be taken and circulated to PCC members.
9. If any member of the SC states that an item being discussed at a SC meeting, should be brought to the wider PCC for discussion and/or agreement, that item must be brought to the attention of the PCC and discussed or voted on as appropriate.

November 2020

Approved by PCC January 25th 2021