THE DIOCESE OF WAIKATO AND TARANAKI

BILL NO 1

THE PARISH BILL 2025

1 **TITLE:** This Statute is the Parish Statute 2025.

2 **PURPOSE**: The purpose of this Statute is to create greater simplicity, clarity and flexibility in the structures for ministry in the Diocese

3 **EFFECT**:

This statute will take effect on 1 January 2026

4 **REPEAL**:

Statute 15 The Parishes Statute 2009 is hereby repealed.

5 **ENACTMENT**:

(1) Statute 50 The Parish Statute 2025, at Schedule 1, is hereby enacted.

(2) Every parish and mission district recognised under Statute 15 The Parish Statute and Statute 27 The Boundaries of the Local Ministry and Mission Units in the Diocese of Waikato and Taranaki Statute 1996 at the enactment of Statute 50 The Parish Statute 2025 shall be recognised as a parish under Statute 50 The Parish Statute 2025.

(3) Every Mission Unit recognised under Statute 49 The Mission Units Statute 2022 at the enactment of Statute 50 The Parish Statute 2025 shall be recognised as a Mission Unit under Statute 50 The Parish Statute 2025 and Statute 49 The Mission Units Statute 2022.

(4) Every person holding any office or appointment under Statute 15 The Parish Statute 2009 shall continue to exist and hold the equivalent appointment of office under this statute.

(5) Where any church law or other document refers to any provision of Statute 15 The Parish Statute (or any predecessor statute), to any terminology used in any such statute, or to any terminology relating to the governance and operation of ministry units, Standing Committee may finally determine which is the appropriate provision or terminology under this statute.

6 **CHANGES TO STATUTE 2 THE WAIKATO AND TARANAKI DIOCESAN STATUTE OF SYNOD 2014:**

(1) Replace the words “District means every Parish, Co-operating Parish or any Ministry and Mission Unit duly constituted in the Diocese.” With Parish means

every Parish, Co-operating Parish or any Mission Unit duly constituted in the Diocese.

(2) The words “Mission District” are replaced with “Mission Unit”

(3) The words “district” are replaced with “parish”

(4) The words “districts” are replaced with “parishes”

(5) Under 10 (3) replace the words “Clause 20 (3)(a) of the Parishes Statute 2009” with Clause 74 of Statute 50 The Parishes Statute 2025.

7 **CHANGES TO STATUTE 4 THE INTERPRETATION STATUTE 1990:**

(1) The words “Mission District” are replaced with “Mission Unit”

(2) In clause 3, under “Minister” the words “any parish district” are deleted.

(3) In clause 3, the words “Parish District: means a Parish or a Mission District as the case may require.” are deleted

(4) In clause 3, the words “Statute 15, The Parishes Statute 2009” are replaced by the words “Statute 50, the Parishes Statute 2025.”

8 **CHANGES TO STATUTE 5 THE STANDING COMMITTEE STATUTE 2014:**

(1) In clause 2 (a) the words “Mission District, and Local Ministry” are deleted.

9 **CHANGES TO STATUTE 6 THE FINANCE STATUTE 1991:**

(1) In clause 2, the words “Statute 15, The Parishes Statute 2009” are replaced by the words “Statute 50, the Parishes Statute 2025.”

(2) In clause 5 (3) the words “Mission District” are replaced by “Mission Unit”.

10 **CHANGES TO STATUTE 10 THE ARCHDEACONRY STATUTE 2006:**

(1) In clause 2 the words “parish districts and mission districts and other Local Ministry” are deleted.

(2) In clause 4, the words “parish district, or mission district” are replaced with the words “mission unit”

(3) In clause10, the words “or other Local Ministry.” are deleted.

11 **CHANGES TO STATUTE 13 THE FACULTIES STATUTE 2014:**

(1) The words “Mission District” are replaced with “Mission Unit”

12 **CHANGES TO STATUTE 14 THE WAIKATO DIOCESAN CATHEDRALS STATUTE 2006:**

(1) The words “The Parishes Statute 2009” are replaced by the words “Statute 50, the Parishes Statute 2025.”

13 **CHANGES TO STATUTE 17 THE WAIKATO DIOCESAN STATUTE OF PASTORS 1993:**

(1) The words “Parish Unit” are replaced with the word “Parish”

(2) The words “The Parishes Statute 2009” are replaced by the words “Statute 50, the Parishes Statute 2025.”

(3) The words “ministry unit” are replaced with the word “parish”

(4) In the First Schedule, the words “Parish Mission District or Local Mission and Ministry Unit” are replaced with the words “Parish or Mission Unit”.

(5) In the Second Schedule, clause 2 (2) the words “local ministry and mission unit ["the Parish unit"]” are replaced with the word “Parish”.

14 **CHANGES TO STATUTE 27 THE BOUNDARIES OF THE LOCAL MINISTRY AND MISSION UNITS IN THE DIOCESE OF WAIKATO AND TARANAKI STATUTE 1996:**

(1) In clause 2 (1) the words “Part One of” are deleted.

(2) Clause 2 (2) is deleted.

(3) Clause 2 (3) is renumbered as 2 (2).

(4) In the Schedule, the words “Part One” and “Part Two” are deleted.

(5) The words “Local Ministry and Mission Unit” are replaced by the words “Mission Unit”

(6) The words “Mission District” are replaced with the word “Parish”

15 **CHANGES TO STATUTE 35 THE WAIHI/WHANGAMATA MINISTRY UNITS STATUTE 1998:**

(1) The words “Parish District” are replaced with the word “Parish”.

(2) The words “Mission District” are replaced with the word “Parish”.

16 **CHANGES TO STATUTE 46 THE TRUST IN PARISHES STATUTE 2018:**

(1) In clause 4 (1) the words “and mission districts” are deleted.

DIOCESE OF WAIKATO AND TARANAKI

STATUTE NO. 50

PARISH STATUTE 2025

The Synod of the Diocese of Waikato and Taranaki enacts as follows:

1. **TITLE:** The short title of this statute shall be "PARISH STATUTE 2025".
2. **INTERPRETATION:**
   The following words shall have the interpretation and meaning attached to them as listed below. Other words shall have the meanings listed in Statute No. 4 The Interpretation Statute 1990.

   "audit" system of independent assurance review as Standing Committee may from time to time specify

   "elected member" person elected as a member of a vestry pursuant to this statute who does not hold that membership only by virtue of some other role or office

   "general meeting" an annual general meeting or a special general meeting of those whose names appear on the roll of a parish

   "legally eligible" under church law, for appointment to an office within the Church; or under any other law, to be an officer of a charitable organisation, as if the parish is a charitable organisation to which such law applies

   "officer" the chairperson, churchwardens, secretary or treasurer of a parish

   "parish trust" any trust for the benefit of a parish (includes a parochial trust board or other trust board under Statute No. 46 The Trusts in Parishes Statute 2018)

   "state of national or local emergency" a 'state of national emergency' or a 'state of local emergency' as defined by the Civil Defence Emergency Management Act 2002

   "trustees" the trustees of any site on which a church stands, and includes any incorporated trust board of such trustees

   "vicar" ordained minister licensed by the Bishop to have responsibility for a parish (or a priest in charge acting in this capacity during an interim period)

3. Subject to clause 5, every parish is governed by the provisions of Part 1, Part 2, Part 3 and Part 4 of this statute.
4. This statute also recognises ministry in contexts in the Diocese other than in a parish, including:
   a. mission units, recognised in the provisions of Part 5; and
   b. chaplaincies, recognised in the provisions of Part 6.

Covenant for Ministry and Governance

5. With appropriate consultation, and subject to the approval of the Bishop, Standing Committee may authorise a covenant, making alternative provisions to one or both of:
   a. Part 2, in relation to ministry;
   b. Part 3, in relation to governance.
6. A covenant in clause 5:
   a. must comply with church law;
   b. must, where the provision of a vicar in Part 2 is set aside, include a designation of how the roles and responsibilities of a vicar under diocesan statutes will be fulfilled; and
   c. may, subject to the approval of the Bishop, be revoked or altered by Standing Committee.

PART 1: FUNDAMENTAL PROVISIONS

Parish

7. A parish is a defined geographical area within which there is a worshipping community that recognises its responsibility to provide mission and ministry within that area.
8. Each parish will have a name and physical boundary, as Standing Committee may approve from time to time after consultation with that parish.

Responsibilities of a Parish

9. The responsibilities of a parish are:
    a. to promote the worship of God the Holy Trinity;
    b. to proclaim the Good News of the Kingdom;
    c. to teach, baptise and nurture new believers;
    d. to respond to human need by loving service;
    e. to transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation;
    f. to strive to safeguard the integrity of creation, and sustain and renew the life of the earth; and
    g. in accordance with the Constitution Te Pouhere, to function on the basis of partnership with Te Pīhopatanga o Aotearoa and the Diocese of Polynesia and their constituent parts.

Requirements of a Parish

10. Each parish must, on an ongoing basis:
    a. have the use of one or more buildings suitable for its needs of divine worship;
    b. demonstrate its compliance with its financial obligations;
    c. comply with all applicable laws, church law, diocesan statutes and policies;
    d. demonstrate that it has duly elected and appointed officers and a vestry, who or which are each able to discharge their respective responsibilities under this statute; and
    e. demonstrate that it is able to provide worship, pastoral care, outreach, stewardship, and other expressions of mission and ministry appropriate for a parish of its size and characteristics.

Co-operating Parishes

11. Synod may approve the formation of co-operating parishes, also known as cooperative ventures, between any parish and with other Christian churches, based on such guidelines as shall be approved by General Synod Te Hīnota Whānui from time to time. Any such approval may provide for the necessary modification of provisions of this statute.

Creation of New Parishes

12. Standing Committee may approve the creation of one or more new parishes, either:
    a. on receipt of a petition from the general meeting(s) of one or more parishes seeking to combine, partition or reconfigure an existing parish or parishes;
    b. through a determination following a scheme of reconstruction in clause 19; or
    c. by resolution of Standing Committee in response to the mission and ministry needs of the Diocese.

13. In approving the creation of any new parish or parishes in clause 12, Standing Committee must be satisfied the new and/or reconfigured parish or parishes are able to comply with the provisions of this statute.

Closure of a Parish

14. Standing Committee may approve the closure of a parish, either:
    a. on receipt of a petition from the general meeting of a parish seeking to close it; or
    b. through a determination following a scheme of reconstruction as in clause 19.
15. In closing a parish, in consultation with the Bishop, Standing Committee shall ensure the provision for:
    a. the continued worship and pastoral care of members of the parish;
    b. the disposition and use of the buildings owned by, or held on trust for, the parish;
    c. the realisation by sale or otherwise of any assets (including land and buildings) owned by, or held on trust for, the parish;
    d. the repayment of any loans, debts or other liabilities owed by the parish;
    e. the allocation of assets; and
    f. in consultation with any parish sharing a physical boundary with the parish to be closed, agree on new boundaries.

Commission and Scheme of Reconstruction

16. If any parish is unable to satisfy the requirements of clause 10, the Bishop or Standing Committee may appoint a commission or commissioner in respect of that parish.
17. A commission or commissioner appointed under clause 16 shall prepare a scheme of reconstruction for the parish concerned, making provision for such of the following as it thinks fit:
    a. the continued worship and pastoral care of members of the parish;
    b. the continued administration and governance of the parish;
    c. the disposition and use of the buildings owned by, or held on trust for, the parish;
    d. the realisation by sale or otherwise of any assets (including land and buildings) owned by, or held on trust for, the parish;
    e. the repayment of any loans, debts or other liabilities owed by the parish;
    f. the distribution of assets to neighbouring parish(es) or to the Standing Committee for use in the Diocese or some part thereof;
    g. the closure of the parish; and
    h. such other matters as it thinks relevant to a resolution of the situation.
18. The scheme of reconstruction shall be submitted to the Standing Committee, which will consider it and make recommendations to the parish concerned.
19. The parish will be given an opportunity to consider and respond to Standing Committee's recommendations. Standing Committee will then consider the matter further and make a final determination (including the passing of any necessary legislation) as it considers appropriate.

Roll

20. Each parish shall maintain a roll of all baptised people who have:
    a. regularly participated in the worship and life of that parish over a six-month period; and
    b. expressed in writing their wish to be included in the roll. A legal guardian may also express, in writing, that the person they represent is to be included in the roll.
21. The roll will record for each such person:

a. full name;
b. contact details; and
c. date of entry on, and (if applicable) deletion from, the roll.

22. No person may be entered on more than one roll at the same time. If a person is entered on more than one roll at the same time, they shall be deemed entered only on the roll on which they were last entered.
23. The vestry is responsible for the revision and maintenance of the roll, and must review the roll each year (including prior to each general meeting) and make such amendments, additions or deletions as are necessary to reflect the eligibility criteria in clause 21.
24. The vestry shall allow any member of the parish to inspect their entry in the roll. Any person who disputes the removal of their name from the roll, confirmed at the previous general meeting, shall be granted the right to speak and vote with regards to clause a.
25. The roll as well as other contact lists and information must be maintained in accordance with privacy law and principles.

PART 2: PROVISION OF MINISTRY

26. Subject to the approval of a covenant in clause 5, Part 2 will apply to each parish.
27. The Bishop will, in accordance with Statute No. 17 The Waikato Diocesan Statute of Pastors 1993, appoint a vicar to each parish.
28. For the purposes of interim ministry, the Bishop may appoint a priest in charge. A priest in charge will exercise the roles and responsibilities of a vicar under this statute until such a time that a permanent appointment of vicar is made.

PART 3: GOVERNANCE

29. Subject to the approval of a covenant in clause 5, Part 3 will apply to each parish.

3A: VESTRY

30. The governing body of the parish is the vestry, which may be known locally by another name.
31. The vestry will include any person licensed, elected or appointed as:
    a. vicar;
    b. a clergy person licensed to the parish;
    c. churchwarden; and
    d. synod representative(s).
32. The vestry may also include up to ten elected members, elected at an annual general meeting, subject to clauses 41 to 43. The maximum number of elected members is to be determined by each annual general meeting immediately before holding the election. In addition to the elected members the Vestry may co-opt up to three further members who shall be appointed for their skills or expertise or to achieve gender balance or for reasons to be specified at the time of their co-option.
33. No person shall be elected to any office in the Parish who receives remuneration by way of salary or wages directly from the Parish or receives remuneration indirectly for work carried out under a contract for services for work which is under the direction of the Vestry
34. Every vestry must include not less than five people, the majority of whom shall be lay people.
35. Every lay person appointed or elected to any position or office in a Parish must complete a declaration in the form set out in the First Schedule, Form A as required by Part C Clause 15 of the Constitution/te Pouhere before commencing in the position or office. By signing the

deceleration, office holders declare obedience to the standards of ministry and personal behaviour set out in Title D Canon 1.
**Note: In accordance with Canon XXI of Title B, where persons not being Anglicans are elected as members of the Vestry of a Co-operating Parish, they should complete a declaration in the form set out in the Schedule to that Canon, prior to taking up their office.

Responsibilities of Vestry

36. In addition to the specific responsibilities provided for in this statute, the responsibilities of the vestry are to facilitate the parish to achieve the requirements of clause 9 and specifically:
    a. to promote the worship of God, and to provide all things that are necessary for the ordering of public worship;
    b. to enable ministry to be provided to and by members of the parish;
    c. to take counsel together for the fostering of spiritual growth of and well-being of the members of the parish and of all persons within the area of the parish; and
    d. to promote and, subject to church law and the rights of the Bishop, to have responsibility for all matters affecting the governance, finance, administration and property of the parish.
37. The vestry is, despite changes in its membership, a continuing body and all decisions of a previous vestry are (subject to any contrary decision of the vestry) binding on the parish and a subsequent vestry.
38. The initiation, conduct and development of the work of the Church both within the parish and outside shall be the shared responsibility of the vestry and clergy working in partnership.
39. The vestry shall adhere to standards of good governance and governance guidelines as determined from time to time.

Chairperson

40. The chairperson of all meetings of the vestry will be:
    a. the vicar; or
    b. the churchwarden elected by a general meeting in clause a, where a vicar is not appointed, is absent, or unable or unwilling to act as chairperson;

except:

    c. that person may delegate that right to any other member of the vestry;
    d. the Bishop (or nominee) may chair any meeting of the vestry; and
    e. if no such chairperson is present, able or willing to act, the vestry must appoint one of its members to act as temporary chairperson for that period.

Term of Office and Vacancies

41. An elected member of a vestry:
    a. holds office until death, resignation, ceasing to be legally eligible, or the conclusion of the next annual general meeting;
    b. may resign at any time by written notice to the chairperson; or
    c. may be removed by a special general meeting called for that purpose.
42. The vestry may fill a casual vacancy caused by clause 41, subject to the maximum number set by clause f, provided that the vestry may only appoint a person who fulfils the requirements of clauses a and b.

43. If at any time the membership of vestry no longer meets the minimum requirements of clause 34, in order to meet these requirements, the vestry must within 21 days:
    a. either appoint additional elected members;
    b. or call a special general meeting for the purpose of electing additional elected members and/or officers.
44. After having fulfilled the requirements of clause 43, if the vestry or general meeting are still unable to meet the requirements of clause 34, this is to be reported to the Diocesan Manager within seven days.

Churchwardens

45. There will be two churchwardens who shall work collaboratively with the vicar in the leadership of the parish and the work of the vestry.
46. In addition to any specific responsibilities provided for in this statute, the joint responsibilities of the churchwardens are to:
    a. be the key lay leaders of their parish;
    b. be the spokespersons for the vestry to the members of the parish;
    c. be the spokespersons for the members of the parish to the vestry;
    d. provide leadership in helping the vestry meet its responsibilities;
    e. support the work of clergy licensed to the parish; and
    f. ensure that the vestry and the vicar are properly informed about matters for which they are each responsible.
47. The churchwardens must be separate legally eligible lay people on the roll;
    a. one churchwarden elected by a general meeting; and
    b. one churchwarden appointed by the vicar or in the absence of a vicar by the Bishop.
48. Each churchwarden:
    a. may resign at any time by written notice to the vestry; or
    b. may be removed at any time by written notice by the person or body which appointed or elected them.
49. A churchwarden holds office until death, resignation, removal, ceasing to be legally eligible, or the conclusion of the next annual general meeting.
50. An announcement must be made to the parish as soon as practical after the position of churchwarden becomes vacant or is filled.
51. The position of churchwarden must be filled within 21 days of becoming vacant, and may be filled by the vestry on a temporary basis pending such an appointment or election.

Secretary, Treasurer and Safeguarding Lead

52. Each parish must have a:
    a. secretary;
    b. treasurer; and
    c. safeguarding lead;

who:

    a. must be legally eligible, and shall cease to hold office if they cease to be legally eligible;
    b. need not be members of the vestry;
    c. are appointed by the vestry and hold office until their successor is appointed;
    d. may resign at any time by written notice to the chairperson; and
    e. may be removed from office at any time by the vestry.

53. The vestry may appoint:
    a. one or more assistants to assist the secretary or treasurer to fulfil their respective responsibilities; and
    b. a temporary secretary or treasurer during any vacancy in that office or during any period of disability or inability to fulfil their respective responsibilities.
54. The secretary:
    a. cannot be the same person as the chairperson;
    b. shall keep written records and minutes of all meetings of the vestry and all general meetings, the most recent of which shall be confirmed at the next such meeting;
    c. shall act as secretary to the parish and vestry and at all general meetings;
    d. shall carry out such other administrative duties and responsibilities as the chairperson and vestry may direct; and
    e. shall notify the Diocesan Office in writing of the full names and contact details of the officers no later than 30 April in each year, and as soon as possible after a change in any of those details.
55. The treasurer:
    a. cannot be the same person as either the chairperson or a churchwarden;
    b. shall be the contact person for the Standing Committee in relation to the parish's finances and carry out such work in relation to those finances as the Standing Committee may require as part of the consolidated accounting procedures;
    c. shall provide the vestry with advice on financial matters as and when required;
    d. shall assist the vestry in carrying out any of its financial obligations under church law; and
    e. shall carry out such other financial duties and responsibilities as the vestry may direct.
56. The safeguarding lead:
    a. cannot be the vicar;
    b. shall oversee the safety of the parish
    c. shall be the contact person for the Safeguarding Panel and the Diocesan Safeguarding Coordinator
    d. shall undertake all the required training as determined from time to time

Meetings

57. A vestry must meet as often as is necessary to carry out its responsibilities, but at least quarterly. Meetings may be held in person, or by electronic means.
58. At least two days' notice of any meeting of the vestry and the proposed agenda of that meeting must be given to all members of the vestry. Notice may be given electronically.
59. The vestry must fix, at its first meeting after an annual general meeting, the frequency, venues, dates and times of its meetings for the following year, and announce these to the parish. Any subsequent changes to these details must also be announced to the parish.
60. A special meeting of the vestry:
    a. may be called at any time by the chairperson; or
    b. must be called by the chairperson, to be held within 21 days of receiving a written request to do so from at least ten persons on the roll or at least three members of the vestry; or
    c. must be called by the chairperson pursuant to a resolution of the vestry or a general meeting;

    and may consider only matters referred to in the notice calling the meeting, or reasonably arising from those matters.

Quorum

61. The quorum for a meeting of the vestry is a majority of the members, which must include the vicar or a churchwarden.

Voting

62. All questions before the vestry shall be decided by a majority of those members of the vestry:
    a. present and voting at a meeting; or
    b. voting in accordance with any alternative decision-making process adopted by the vestry under clause 65.
63. The chairperson has a deliberative vote but in the event of equality of votes, the motion is lost.

Attendance

64. Any member of the parish may attend a meeting of the vestry, but:
    a. may not vote;
    b. may only speak with the permission of the vestry; and
    c. must leave the meeting if required to do so by the vestry.

Procedure

65. Subject to this statute, the vestry may regulate its own procedures and adopt such processes and procedures for its administration, operation and meetings as it thinks fit.

Conflicts of Interest

66. If any member of the vestry has a conflict of interest in relation to any matter before the vestry (whether of a pecuniary, a personal nature or of any other kind, and whether in relation to that member personally, any relative of that member or any entity in which that member has a financial interest), that member must:
    a. declare that conflict to the vestry at the earliest possible opportunity;
    b. at any future occasion where that matter is being discussed or considered by the vestry, ensure all such disclosures are recorded in the minutes of those meetings; and
    c. unless the vestry resolves otherwise:
        i. withdraw from any meeting of the vestry where that matter is being discussed or considered;
        ii. not participate in any discussion or consideration of that matter by the vestry; and
        iii. not seek to materially influence the vestry in its discussion or consideration of that matter.

Delegation and Sub-Committees

67. The vestry may, on such terms as it thinks fit:
    a. establish sub-committees, the membership of which may include persons who are not members of the vestry;
    b. delegate such of its powers and responsibilities (including this power of delegation) as it thinks fit to any person or sub-committee; and
    c. approve the delegation by any officer of their powers and responsibilities under this statute.
68. Any delegation:
    a. must be in writing, and include the terms of, or limitations on, that delegation;
    b. does not relieve the delegator from responsibility for the exercise of those powers and the satisfaction of those responsibilities; or

c. does not prevent the delegator from personally exercising those powers or satisfying those responsibilities.

69. The chairperson and churchwardens individually have the right to be members of, or if not a member, to attend meetings of all sub-committees.

Ceasing to Hold Appointment

70. Any resignation or removal of an officer or elected member shall take effect immediately unless a later date is specified in the relevant notice or resolution.
71. Any officer or member of a vestry who ceases to hold that appointment shall:
    a. sign such documents and take such actions as the vestry may require as a consequence of that person ceasing to hold that appointment; and
    b. return to the vestry upon request all documents and other records held by that person in their capacity as an officer or member of the vestry.

3B: GENERAL MEETINGS

Annual General Meeting

72. Each parish must hold an annual general meeting each year. This will be held:
    a. by the 30 April,
    b. at another time authorised by Standing Committee.
73. The agenda of an annual general meeting shall include:
    a. confirmation of the roll;
    b. confirmation of the minutes of the previous annual general meeting and any special general meetings since the previous annual general meeting;
    c. the receipt and consideration of any reports from:
        i. the vestry;
        ii. the vicar; and
        iii. the churchwardens;
    d. the receipt and consideration of the following documents, unless they have been received and considered at a previous general meeting:
        i. the annual financial accounts for the previous financial year in compliance with the consolidated accounting procedures;
        ii. a budget for the next financial year, in accordance with clause e;
        iii. the report of the trustees of any parish trust,
    e. the appointment and election of churchwardens;
    f. determination of the number of elected members;
    g. the election of the elected members; and
    h. such other business received under clause 75.
74. At every annual general meeting prior to the first session of each Synod, the parish will elect:
    a. synod representatives, as required by the diocesan statutes
        i. vestry is authorised to appoint alternates from the elected vestry members to attend Synod in the event of a lay representative being unable to attend a meeting of Synod
    b. four baptised parishioners over the age of 16 as Parish Nominators
        ii. any casual vacancy of Parish Nominators shall be filled by the Vestry
        iii. if any the parish fails to elect parish nominators as prescribed in this clause Standing Committee shall appoint the parish nominators or so many of them as shall be required for that two-year term to make up the full number, if fewer than the full number shall have been elected.

iv. The duties and responsibilities of the parish nominators are as set out in the Statute of Pastors
v. nominators do not have to be members of vestry

75. The vestry may set a date and time by which any reports or business for consideration by an annual general meeting must be received. If no date or time is set, the annual general meeting may receive such reports or business at the commencement of the meeting.

Special General Meetings

76. A special general meeting:
    a. may be called at any time by the chairperson or the Bishop (or nominee); or
    b. must be called by the chairperson to be held within 21 days of receiving a written request to do so from at least ten persons on the roll or a resolution to that effect of the vestry; or
    c. must be called by the chairperson pursuant to a resolution of the vestry or a general meeting;

    and may consider only matters referred to in the notice calling the meeting, or reasonably arising from those matters.

Procedure at General Meetings

77. The chairperson of a general meeting shall be:
    a. the chairperson of the vestry;

    except:

    b. that person may delegate that right to any other member of the parish;
    c. the Bishop (or nominee) may chair any general meeting; and
    d. if no chairperson is present, or is able or willing to act as such, the general meeting must appoint a person on the roll to act as temporary chairperson for the meeting.
78. Notice of a general meeting shall be given at least ten clear days prior to the date of the meeting, and shall include:
    a. a written notice prominently displayed throughout that period near the entrance of all churches in regular use in the parish during that period;
    b. notification of the agenda and details of any elections required to be held; and
    c. the opportunity for any member of the parish to inspect the names on the roll prior to its confirmation at the general meeting.
79. The quorum for a general meeting is ten people on the roll. Any person on the roll may attend, speak and vote at a general meeting.
80. All questions before a general meeting shall be decided by a majority of those present and voting. The chairperson of a general meeting has a deliberative vote but in the event of an equality of votes, the motion is lost.
81. Subject to this statute, a general meeting may regulate its own procedure.
82. All decisions of previous general meetings are (subject to any contrary decision of a general meeting) binding on the parish and on subsequent general meetings.

Elections at General Meetings

83. Every candidate for election or appointment at a general meeting must:
    a. be a person named on the roll;
    b. be legally eligible;

c. be nominated and seconded, by two other people named on the roll, before the close of nominations under clause 84; and
d. have consented to their nomination in a form prescribed by the vestry, which includes a statement by the candidate that they are legally eligible.

84. Nominations for election at a general meeting may, unless the vestry has set an earlier date and time at which nominations will close, be received at the general meeting. The vestry may prescribe the manner in which nominations are to be received.
85. An election must, irrespective of the number of candidates nominated, be held for any position to be elected at a general meeting.
86. The vestry may determine the manner in which elections will be held, subject to clauses 87 to 92.
87. Prior to an election, the chairperson of the general meeting must announce the number of vacancies for each election.
88. The chairperson of the general meeting must appoint at least two scrutineers, who are not candidates, to oversee the accuracy and fairness of the election.
89. In order to be elected, a candidate must receive a majority of valid votes cast.
90. At the conclusion of an election, the chairperson of the general meeting will declare to the general meeting which candidates have been elected to any positions. That declaration will be conclusive proof of the validity of the outcome of the election, subject only to an election protest.
91. The vestry must retain all voting materials after an election. If an election protest has not been received by the date in clause b, the voting materials may then be destroyed. If an election protest has been received by that date, the voting materials must be retained until the election protest has been resolved.
92. If, following an election, vacancies remain for elected members, then the general meeting may resolve to conduct a further election at that meeting to fill those vacancies or allow vestry to fill the vacancy.

Election Protests

93. Any person on the roll who considers an election has not been conducted according to this statute, or that procedural irregularities have occurred in an election, may submit an election protest.
94. An election protest must:
    a. be signed by at least three persons named on the roll;
    b. be submitted in writing to Standing Committee within 14 days of the date of the election; and
    c. set out concisely the grounds (including any evidence) for the protest.
95. Standing Committee:
    a. must investigate any such protest received, or may appoint any person or persons to do so and report to it; and
    b. make any final decision to resolve the protest, including without limitation taking or directing any actions it considers appropriate, or directing the vestry in writing to hold a fresh election at a special general meeting.
96. A candidate who is initially declared elected but whose election is protested, shall be treated for all purposes as validly elected unless and until that election is subsequently declared invalid. Any such invalidity will not invalidate any otherwise legitimate action taken in reliance on that candidate having initially been declared elected.

PART 4: GENERAL PROVISIONS

4A: FINANCE

97. The vestry shall, subject to clause **Error! Reference source not found.**, ensure that all offerings and other funds received for parish purposes are deposited into a bank account in the name of the parish, which is operated by persons and on terms authorised by Standing Committee in accordance with diocesan policy and procedures.
98. The vestry shall have control of all funds belonging to the parish.
99. Subject to clause b, the vestry must authorise all expenditure of such funds.

Financial Accounts and Audit

100. Subject to the consolidated accounting procedures, the vestry shall ensure that:
    a. appropriate financial systems and controls are in place within the parish;
    b. financial accounts for the parish are considered by the vestry regularly throughout the year in such format as the vestry requires;
    c. the parish meets its responsibilities under the consolidated accounting procedures;
    d. financial accounts for the parish, complying with the consolidated accounting procedures, are presented to the parish at a general meeting for adoption;
    e. immediately after the general meeting, the following documents are forwarded to the Diocesan Office:
        i. a copy of the budget for the following year;
        ii. the financial accounts complying with the consolidated accounting procedures and adopted by the parish; and
        iii. a certificate signed by one of the churchwardens present at the annual general meeting certifying that the financial accounts were adopted by the parish and are all the financial accounts of the parish in terms of this clause.

4C: DOCUMENTS, STATISTICS AND OTHER REPORTS

101. All documents, agreements, and deeds in the name of the parish shall be signed by any two officers, or such other persons authorised by the vestry for this purpose and on such terms as it thinks fit.
102. The vestry shall forward to the Diocesan Office a report of statistics of the parish to 31 December in each year, in the form and by the time required by the Standing Committee.
103. The vestry shall ensure that it keeps (either in hard copy or, where appropriate, electronic form) all administrative records and accounts relating to its duties and the parish.

Minutes

104. Any person on the roll shall have access to the minutes of vestry and general meetings, other than any matters addressed ‘in committee’.

4D: EMPLOYEES

105. The vestry must ensure that there is a written employment agreement, approved by the Diocesan Manager, for each employee of the parish (whether full-time or part-time), which shall reflect current employment law and record all relevant details, including hours of work, terms and conditions, and remuneration.

106. No lay employee of a parish (including a worship leader, administrative staff, organist or other person) may be appointed, employed, or dismissed without:
   a. following current employment law; and
   b. the approval of both the vicar and the vestry
   c. the approval of the Diocesan Manager.
107. The vestry must comply with the Anglican Church Employment Guidelines as determined from time to time.

4E: EDUCATION AND WORSHIP

108. Without interfering with the rights and powers of the Bishop, the:
   a. organisation and management of Christian education courses and programmes within the parish; and
   b. appointment and removal of teachers of such Christian education and speakers, lecturers and preachers; shall be determined by the vicar.
109. The formation and management of a worship team and/or a choir, and the selection of music, shall be subject to the control and direction of the vicar.

4F: PROPERTY

Buildings and Equipment

110. The vestry shall:
   a. ensure that every church, church hall, house, vicarage, or other building, and all equipment and furniture, under the jurisdiction of the parish is regularly inspected and maintained in good condition;
   b. provide articles of church furniture and all things requisite for the decent celebration of divine worship; and
   c. consider and authorise all works and measures that they consider to be for the welfare of the parish, without interfering with the authority of the trustees or the vicar.

Plans, Specifications and Financial Provision

111. The vestry must not commence the construction of, or alteration or addition to, any church, hall, vicarage or other building to be erected by or for any parish, without first obtaining the consent of a general meeting and Standing Committee to that proposal, including the plans and specifications of the works, the total cost, and the financial provision for that cost.

Sale, Leasing and Mortgaging of Land

112. Before entering into any transaction involving:
   a. the sale, purchase, mortgaging, granting or taking a lease or giving an easement over, or any other disposition or acquisition of land; or
   b. the alteration, addition or construction of buildings, including the disposition or acquisition of a building;

   the vestry shall submit to the Diocesan Manager a proposal in the form from time to time prescribed by the Standing Committee, for the approval of Standing Committee.

113. The Diocesan Manager shall provide the Standing Committee with a copy of the proposal, and a certificate setting out the legal and financial implications of it.
114. Standing Committee may seek advice and/or opinion from any other diocesan councils, committees or individuals.

115. In considering the proposal, the Standing Committee shall have regard to the policy of the Diocese in relation to the sale, leasing or mortgaging of land, as declared from time to time by resolution of the Synod.

116. A proposal will not normally be approved unless the Standing Committee is satisfied that (subject to any relevant trust) the proceeds will be:
   a. applied in the purchase of capital asset(s) of a permanent nature for enhancing the corporate life of the parish, which either has a potential for growth to enable the mission of the Church, or is otherwise fully self-supporting, and the asset(s) will be a significant addition to, or replacement of, any existing asset(s) belonging to or used by the parish;
   b. applied in the acquisition of other land, if any return and/or capital appreciation will significantly facilitate the work of the Church within the Diocese or any part of it;
   c. invested in the Waikato Diocesan Trust Fund or other investment approved by the Standing Committee;
   d. applied, in the case of a mortgage, in accordance with 116.a or 116.b, and the parish can meet the repayment terms of the loan.

117. In accordance with Title F Canon III, where the transaction involves land originally acquired from Māori people, there shall be full and adequate consultation with the appropriate iwi and with the appropriate Komiti o Te Pīhopatanga o Aotearoa.

Faculties

118. No such undertaking shall be permitted unless a faculty has been issued under Statute No. 13 The Faculties Statute 2014, which may be issued by the Bishop if satisfied that the conditions set out in clauses 111 to 117 have been met.

4G: USE OF BUILDINGS

Use of Church, Vicarage and Church Hall

119. The vestry shall have:
   a. possession of the keys of the vicarage and the church(es), but whenever the church is required for services other than parish services to be performed by the authority of the Bishop, the vestry must allow the church to be opened as required for these services.
   b. control and management of any church hall.

Control of Church and Sacramental Vessels

120. The church, sacramental vessels, and all other things appertaining to the church, shall be at the disposal of the minister in charge or any other person authorised to celebrate divine worship within that parish, for the administration of the sacraments, for catechetical and other religious instruction, for marriages and funerals, and all other rites and ceremonies authorised by the Church, at all such times as they think fit, provided that nothing in this clause shall interfere with the rights and powers of the Bishop.

121. The vestry and the trustees shall allow the free use of such church to any person authorised by the Bishop to officiate within that parish.

Use of Church by other Christian Bodies

122. The Bishop may, with consent of any minister in charge, the vestry and the trustees, grant permission for a recognised 18Christian body to use a church to hold services, subject to such terms and conditions as the Bishop may specify. Any such use may be terminated by three

months' notice being given to the 19Christian body either by the Standing Committee or by the vestry with the consent of the Standing Committee.

4H: CONFLICT RESOLUTION

123. The Church is committed to the principles of peace and reconciliation. Where situations of conflict arise in a parish, it is the primary responsibility of the vicar and churchwardens to take active steps to address and resolve conflict.
124. Where conflict is unable to be resolved, the vicar or churchwarden(s) should seek the advice and guidance of their archdeacon.
125. After consultation with the Bishop, the matter may be referred to Standing Committee.
126. Subject to clauses 123 to 125, Standing Committee may maintain a policy to provide for conflict resolution processes. No such policy shall interfere with the provisions of the Canons of Title D.

Determination by Standing Committee

127. Standing Committee may, subject to the Bishop's rights and powers, finally determine any disagreement between any of the vicar, the vestry, or members of the parish.
128. Standing Committee may, on such terms as it thinks fit, retrospectively validate any past departure from, or non-compliance with, this statute by any person, vestry or parish, where Standing Committee considers that such action is:
    a. in the best interests of the parish concerned; or
    b. likely to provide certainty, avoid any disproportionate adverse consequences, or achieve other beneficial outcome;

    without in either case being likely to cause any disproportionate unfairness, inconvenience or other adverse consequence.

4I: GROUPING OF PARISHES

Regional Councils and Archdeaconry Boards

129. With the approval of the Bishop and the Standing Committee, the parishes within an Archdeaconry, or some of them, may amalgamate to form a Regional Council or Archdeaconry Board which shall have the responsibility of administering the finances and property interests of such parishes and dealing with employment matters affecting those parishes. The number of Synod representatives from the amalgamated entity shall be determined upon the formation of the entity. Those representatives will be elected by the existing parishes and will represent the amalgamated entity in lieu of the Synod representatives elected by each existing parish as provided for in clause 6 (1) (d) of The Waikato and Taranaki Diocesan Statute of Synod 2014.

Local Committees

130. Upon such amalgamation, a local committee may be formed for the purpose of supporting local ministry.
131. The Standing Committee will conduct a review of the operation of each amalgamated entity and report to the Synod with any recommendations for any changes.

Agreements to From Collegial Groups

132. Every agreement to form a collegial group must be in writing and be approved by the Bishop and the head of every denomination included in the group where the group includes other than Anglicans.

Protection of Denominational Autonomy

133. Every regional grouping must include in its founding documents a procedure for conflict resolution. This may be achieved by the adoption of the procedure of one or other of the denominations or by the enactment of a different process.

4H: EMERGENCY POWERS

134. Following any declaration of state of national or local emergency, Standing Committee is granted the power to vary the provisions of this statute, as it sees fit:
   a. in any or all areas of the Diocese covered by the state of emergency; and
   b. for the period that the state of emergency exists.
135. Any variations made under clause 134 will be reported:
   c. at the time, so far as the Standing Committee is able, to all parishes effected by the variation; and
   d. to the next session of Synod.

PART 5: MISSION UNITS

136. A mission unit is a worshipping community or a group within the Diocese which is not a parish but has a formal association with the Diocese.
137. A mission unit does not usually have a physical boundary.
138. The Bishop and Standing Committee may approve the formation of a mission unit upon receiving a petition as per Statute No. 49 The Mission Units Statute 2022.
139. Formation and governance of a mission unit is determined by Statute No. 49 The Mission Units Statute 2022

PART 6: CHAPLAINCIES

140. A chaplaincy is a place where ministry is provided within either a diocesan related, or external, organisation. This ministry is offered at the request of the organisation.
141. A chaplaincy does not have a physical boundary.
142. Each individual chaplaincy is subject to the governance of the organisation to which it belongs.
143. Ordained ministers may be licensed in relation to any chaplaincy.
   a. Such appointment will be on terms as the Bishop thinks fit, in consultation with those responsible for the governance of the organisation; and
   b. Licensed ministers remain subject to all relevant canons and statutes of the Church

FIRST SCHEDULE

FORM A:

DECLARATION OF ADHERENCE AND SUBMISSION TO THE ANGLICAN CHURCH IN AOTEAROA NEW ZEALAND AND POLYNESIA

I, _____, DO DECLARE that I will give all due obedience to the Constitution/Te Pouhere and the Code of Canons of the Anglican Church in Aotearoa New Zealand and Polynesia and to the decisions and judgments of those holding authority under the Constitution/Te Pouhere and the Code of Canons including all regulations which may be made pursuant to the Constitution/Te Pouhere and the Code of Canons.

AND I hereby undertake in consideration of my holding any such office or membership immediately to resign that office or membership together with all the rights and emoluments appertaining thereto whenever I shall be called upon so to do by those acting under authority given to them by the Constitution/Te Pouhere or the Code of Canons or any regulations made pursuant to them.

Given under my hand this _____ day of _____ 20

In the presence of:

_____