THE CHURCH OF ENGLAND

Parish of

St Mary the Virgin, Nottingham

Nomination for Churchwarden

We the undersigned, being either

- members of the church electoral roll of this parish or
- members of the local government register of electors by virtue of residence in this parish

hereby nominate: _____

for election to the office of churchwarden in this parish.

Signed:

_____ _____

Proposer Seconder

I, (insert name) _____

the above-named nominee, hereby certify that

- I am eligible for election to the office of churchwarden in this parish
- I am not disqualified from holding that office, and
- I am willing to hold that office.

Signed (Nominee): _____

(See notes on right and page 2 for details on disqualification and eligibility)

This form must be handed to the minister who is to conduct the meeting for the election of churchwardens at any time before the start of that meeting. When there is no minister, this form must be handed to the churchwarden who signed the notice convening the meeting.

No person chosen for the office of churchwarden shall become churchwarden until they shall have been admitted to the office by the bishop or his substitute duly appointed; however, all persons elected shall become ex-officio members of the parochial church council from the time of their election.

From the Churchwardens Measure 2001:

The churchwardens of every parish shall be chosen from persons who have been baptised and —

a) whose names are 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 laid out below.

No person shall be chosen as churchwarden of a parish for any period of office unless they —

a) have signified consent to serve as such; and
b) have not signified consent to serve as such for the same period of office in any other parish (not being a related parish) or, if such consent has been signified and the meeting of the parishioners to elect churchwardens of that other parish has been held, was not chosen as churchwarden of that other parish.

Disqualifications (Church Representation Rule 68 in Part 7)

A person shall be disqualified from being chosen for the office of churchwarden under these rules:

3 (1) A person is disqualified from being nominated, chosen or elected or from serving as a churchwarden or a member of a parochial church council, a district church council or a joint council if the person is disqualified from being a trustee of a charity (and the disqualification is not subject to a waiver which permits membership of a parochial church council, district church council or joint council).

(2) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006).

(3) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council, a district church council, a joint council or a deanery synod if the person has been convicted of an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (with that expression being construed in accordance with Rule 71(2) of the Church Representation Rules).

(4) A person's disqualification under sub-paragraph (3) may be waived by the bishop of the diocese by giving the person notice in writing.

(5) A person is disqualified from being nominated, chosen or elected or from serving as a member of a parochial church council if the person has been disqualified from holding office under section 10(6) of the Incumbent (Vacation of Benefices) Measure 1977.

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Notes

Declarations: In order to confirm that you are eligible to act as a charity trustee, all newly elected Church Wardens will be required to sign two declarations, being: (i) confirmation of trustee eligibility (i.e. non-disqualification under charity law); and (ii) a Fit and Proper Person declaration, copies of which can be found at https://parishresources.org.uk/the-pcc-as-a-charity/apcms-and-electoral-roll/#Declarations. By confirming that you are eligible for election, you are confirming that you will be able to sign these declarations.

DBS Checks: If as part of your role you are required to undertake any form of Regulated Activity, then an Enhanced DBS check (with or without barring list) and a Confidential Declaration Form must be completed. It is an offence to carry out Regulated Activity without such a check having been undertaken. Whether your role involves Regulated Activity is fact specific and will vary from case to case. See https://www.churchofengland.org/sites/default/files/2024-01/srpm-1.10-19.01.24.docx and the FAQ "What level of DBS check should a person standing for election as a Churchwarden or as a member of the PCC have?".

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