

Parish Share Committee Terms of Reference

Purpose

To serve the Deanery of Reading by considering and proposing systems for the allocation and collection of the Parish Share according to the instructions of Synod, to support the work of Mission and outreach in the Deanery.

To liaise with parishes in the Deanery over their particular arrangements for payment of Parish Share. To ensure that there is sufficient capacity in the system to support parishes in need.

Membership

The Area Dean, Lay Chair, and Secretary are ex-officio members of the Committee. Two representatives from those churches in the deanery classified as 'Large', 'Medium' and 'Small' – elected from the members of those constituent groups.

A quorum shall consist of two thirds of the members (not including vacancies). The Committee shall be chaired jointly by the Area Dean and Lay Chair.

Meeting

The Committee shall meet not less than twice per year: to prepare/review proposals on the principles that should govern the calculation of Parish Share allocation to be put to synod in April/May; to prepare the detailed figures for the forthcoming year to be put to synod in October/November. Meetings shall take place at least three weeks prior to the Synod at which they will be reported.

Responsibilities

The Committee shall oversee proposal of calculation systems to Synod, and will communicate these proposals in a timely, clear and accessible way (at least two weeks prior to a synod meeting).

The Committee will analyze the strengths and weaknesses of proposed systems and report on them to Synod prior to any consideration of new schemes.

The Committee shall be responsible for preparing figures from agreed schemes and/or proposed amendments to them. The figures shall be presented both in summary form and as a clear, step by step calculation showing the working of any proposed formula.

Minutes of all Committee meetings shall be made available to the following Deanery Synod.

Powers

The Committee may not authorize spending. It has the authority, delegated from Synod, to appoint working groups/task individuals in order to meet its objectives.

According to priorities set by Synod the Committee recommends to Synod: Parish Share Schemes, systems of collection,

Agreed by Synod at its meeting held on

**Signed
(Chair)**

Review

These terms of reference shall be reviewed every three years. Next review: January 2019.