

The duties, functions and responsibilities of all members PCCs taken from:-

Parochial Church Councils (Powers) Measure 1956

1. It shall be the duty of the minister and the parochial church council to consult together on matters of general concern and importance to the parish.
2. The functions of parochial church councils shall include:-
 - (a) co-operation with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical;
 - (b) the consideration and discussions of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question;
 - (c) making known and putting into effect any provision made by the diocesan synod or the deanery synod, but without prejudice to the powers of the council on any particular matter;
 - (d) giving advice to the diocesan synod and the deanery synod on any matter referred to the council;
 - (e) raising such matters as the council consider appropriate with the diocesan synod or deanery synod.
3. In the exercise of its functions the parochial church council shall take into consideration any expression of opinion by members at any parochial church meeting.
4. Is responsible for:-
 - (a) the election of churchwardens in accordance with laid down procedures.
 - (b) the administration of Ecclesiastical Charities.
 - (c) the financial affairs of the church, including the collection and administration of all moneys raised for church purposes and the keeping of accounts in relation to such affairs and moneys.
 - (d) the care, maintenance, preservation and insurance of the fabric of the church and the goods and ornaments thereof.
 - (e) the care and maintenance of any churchyard (open or closed).

PCC members are Trustees under the Charities Act and are therefore responsible for complying with Charity Law, ensuring that the church is solvent, its financial affairs are well run and that reports are prepared as required.