

**THE CONSTITUTION AND REGULATIONS
OF THE CATHEDRAL CHURCH OF
ST WOOLOS, NEWPORT**

*As approved by the Dean and Chapter
13th March 2018*

**THE
CATHEDRAL CHURCH OF ST WOOLOS, NEWPORT**

VISION STATEMENT

The ancient church of St Woolos in Newport has stood for over fifteen centuries on Stow Hill. As the Cathedral Church of the Diocese of Monmouth since 1949 it exists to welcome and to witness in the name of Jesus Christ. It responds to this vocation from God in cooperation with all people - of whatever faith or of none – and in every circumstance, across the City, the Diocese and the County.

As the **focal point of the Bishop's public ministry** the Cathedral is a resource for the Bishop and a place where prayer is offered daily, both for the Bishop and in the Bishop's name.

Daily worship is the priority underpinning all that happens at the Cathedral, witnessing to the love of God revealed in the life, death and resurrection of Jesus Christ. Thus, the Cathedral stands, above all else, as place of encounter with the holy in which the needs and concerns, hopes and fears, joys and sorrows of those amongst whom it is set are daily presented to God.

Proclamation of the Gospel and teaching the Christian Faith, as the Church in Wales has received it, is its distinctive contribution to wholehearted cooperation with other Christian bodies.

Open and sensitive engagement with **other Faith communities** enables the exploration and acknowledgement of spiritual values wherever the Holy Spirit moves to inspire them, amidst the complexities of contemporary culture and society and amongst all people of good will.

Hospitality to stranger and pilgrim, friend and fellow-traveller is a hallmark of the welcome offered here in Christ's name.

Serving Christ in the poor and marginalised will always be the measure of the words and actions of all that happens in and from the Cathedral, as the Gospel unhesitatingly proclaims.

**THE
CATHEDRAL CHURCH OF ST WOOLOS, NEWPORT**

CONSTITUTION

1 Presupposition

Any person or body on whom functions are conferred by or under this Constitution or Regulations shall, in exercising those functions, have due regard to the fact that the Cathedral is the seat of the Bishop of Monmouth and the Mother Church of the Diocese and, therefore, primarily a centre of worship and mission.

2 The Cathedral Foundation

The Cathedral Foundation comprises the Chapter, the Cathedral Consultative Council and the College of Canons.

3. The Bishop

The Bishop shall have the principal seat and dignity in the Cathedral. The Bishop shall be the Visitor of the Cathedral and shall have all the powers that belong as of right to the office of Visitor.

4. The Dean

4.1 The Dean, by virtue of his or her office, shall be the principal dignitary of the Cathedral, next after the Bishop.

4.2 The Dean shall be styled, Dean of Newport.

4.3 The Dean shall vacate his or her office in accordance with Ch.VI, of Volume 1 of *The Constitution of the Church in Wales*.

4.4 In his or her office, the Dean shall have the rights, powers, privileges and duties set out in the Regulations.

5. The Residentiary Canon

- 5.1 The Residentiary Canon shall be the senior stipendiary priest of the Cathedral next after the Dean and shall be wholly engaged in the life and ministry of the Cathedral.
- 5.2 Under the direction and with the approval of Chapter, the Residentiary Canon may undertake such responsibilities outside the Cathedral as may not conflict or detract from his or her Cathedral responsibilities.
- 5.3 Subject to paragraphs 5.5 and 5.6 below, any appointments to a Residentiary Canonry after coming into force of this Constitution and Regulations shall be for an initial term of seven (7) years; but the appointment may be renewed by the Bishop after consultation with the Dean, for a further term or terms not exceeding three (3) years in the case of each such renewal.
- 5.4 A Residentiary Canon shall vacate his or her canonry in accordance with Ch.VI, of Volume 1 of *The Constitution of the Church in Wales*.
- 5.5 The Bishop may for financial or other reasons and after consultation with the Chapter suspend and refrain from filling a residentiary canonry which has fallen vacant and may after the like consultation revive the same.
- 5.6 No provision in this Constitution shall adversely affect the tenure of office of any person holding the office of Residentiary Canon immediately before the coming into force of this Constitution unless that person by a signed instrument in writing agrees to be bound by that provision.

6. The College of Canons

Membership

- 6.1 The College of Canons shall consist of the following
 - a) The Dean
 - b) The Residentiary Canon
 - c) every Archdeacon of the Diocese
 - d) eight (8) Clerical Canons
 - e) eight (8) Lay Canons
- 6.2 The function of presiding in the College of Canons, including the calling together of the College of Canons for the purpose of performing the functions referred to in section 6.3 below, shall be exercised by the Dean, or if he or she is unable to preside or elects not to do so on any particular occasion, the Dean's nominee chosen from among the members of the College of Canons shall preside.
- 6.3 The College of Canons shall:

- a) support the life, mission and ministry of the Cathedral Church particularly with regard to its ministry to the diocese as its designated Ministry Area
- b) meet at least annually
- c) preach and preside in the Cathedral at least once each year, if licensed to do so.
- d) unless they are members of Chapter, be members of the Cathedral Consultative Council and attend its meetings.

Clerical Canons

- 6.4 Subject to the following provisions of this section there shall be no more than eight (8) Clerical Canons who shall be appointed by the Bishop after consultation with the Dean from among persons in Holy Orders who, unless one is an Ecumenical Canon, shall be beneficed or licensed in the Diocese.
- 6.5 One of the Clerical Canons may be an Ecumenical Canon subject to the provisions of paragraphs 6.19 to 6.21, below.
- 6.6 Clerical Canons shall be nominated primarily for their ability to support, encourage and advance the mission and ministry of the Cathedral across the life of the whole Diocese, both within and beyond the life of the Church.
- 6.7 Any full-time, stipendiary, Assistant Bishop shall be a supernumerary Clerical Canon with voting rights.
- 6.8 A Canon shall vacate his or her office automatically and without the execution of any instrument of resignation upon ceasing to be beneficed or licensed in the Diocese unless the Bishop otherwise determines, or upon attaining seventy (70) years of age, whichever occurs first, provided that:
- a) a Clerical Canon who has been appointed in connection with some office held or function performed by him or her shall, so long as s/he holds such an office or performs such function, continue in his or her Clerical canonry, but on ceasing to hold such office or perform such function, shall vacate his or her Clerical canonry unless the Bishop otherwise determines.
 - b) no provision in this Constitution shall adversely affect the tenure of office of any person holding the office of Clerical Canon immediately before the coming into force of this Constitution unless that person by a signed instrument on writing agrees to be bound by that provision.
- 6.9 Any vacancy amongst the Clerical Canons shall be filled before any election to Chapter from amongst their number.

Lay Canons

- 6.10 Two Lay Canons shall be the Cathedral Wardens elected by the Annual Cathedral Congregational Meeting for a term of three (3) years, subject to 6.17, below.
- 6.11 Not more than two Lay Canons shall be appointed by the Bishop after consultation with the Chapter, as provided in 7.1, below, and subject to the following provisions of this section.
- 6.12 Not more than two Lay Canons shall be appointed by the Chapter after consultation with the Bishop, as provided in 7.1, below, and subject to the following provisions of this section.
- 6.13 Subject to the following provisions of this section, the Bishop may appoint, after consultation with the Dean, no more than two (2) further Lay Canons from among lay persons who have given distinguished service to the Cathedral or the Diocese or the Church in Wales.
- 6.14 Lay Canons, unless one is an Ecumenical Canon, shall be actual communicants.
- 6.15 One of the Lay Canons may be an Ecumenical Canon subject to the provisions of paragraphs 6.19 to 6.21, below.
- 6.16 Lay Canons shall be nominated for their suitability to serve in Chapter or on the Cathedral Consultative Council because of their ability to support, encourage and advance the mission and ministry of the Cathedral across the whole Diocese, both within and beyond the life of the Church.
- 6.17 Save as for an Ecumenical Canon, any Lay Canon shall hold office for an initial period of three (3) years and shall be eligible for re-appointment for further such periods, but shall vacate his or her office automatically and without the execution of any instrument of resignation upon ceasing to be an actual communicant or upon attaining the age of seventy-five (75) years.
- 6.18 Any vacancy amongst the Lay Canons shall be filled before any election to Chapter from amongst their number.

Ecumenical Canons

- 6.19 Subject to the following provisions of this section, the Bishop may appoint, after consultation with the Dean, no more than two (2) Ecumenical Canons from among persons who have given distinguished service to the Christian Church. They shall be members of any Category 'A' member church or denomination of Cytun. If there are two Ecumenical Canons, one shall be clerical and one lay.

- 6.20 Ecumenical Canons shall be nominated primarily for their ability to support, encourage and advance the mission and ministry of the Cathedral across the life of the whole Diocese, both within and beyond the life of the Church in Wales.
- 6.21 Any Ecumenical Canon shall hold office for an initial period of five (5) years and shall be eligible for re-appointment for further such periods, but shall vacate his or her office automatically and without the execution of any instrument of resignation upon ceasing to be a member of his or her church or denomination or upon attaining the age of seventy-five (75) years.

7 The Chapter

Membership

- 7.1 The membership shall consist of:
- a) the Dean
 - b) the Residentiary Canon
 - c) the Archdeacon of Newport
 - d) one (1) Clerical Canon elected by the College of Canons
 - e) one (1) Lay Canon elected by the College of Canons
 - f) Two (2) Cathedral Wardens, elected by the Annual Cathedral Congregational Meeting
 - g) not more than two (2) Lay Canons appointed by the Chapter after consultation with the Bishop
 - h) not more than two (2) Lay Canons appointed by the Bishop after consultation with the Chapter
- 7.2 Each member of Chapter under categories d), e), g) and h), above, shall be chosen with a view to his or her ability to contribute in one of its primary areas of responsibility, including, but not restricted to, Finance or Fundraising, Fabric or Property Management, Human Resources or Legal Matters, Heritage, Tourism or the Arts. Account shall be taken of diversity of representation including geographical spread across the Diocese.
- 7.3 Any lay person appointed or elected to serve on the Chapter shall not have already attained the age of seventy-five (75) and shall be an actual communicant and shall be resident in the Diocese or be on the church electoral roll of a parish in the Diocese or on the Cathedral Electoral Roll.
- 7.4 There shall be a Clerk to the Chapter who shall be present at any meeting of the Chapter (except during any discussion concerning him or herself) and who shall be entitled to speak, but not vote.
- 7.5 The Dean shall be:

- a) the Chair and shall have a casting vote
- b) entitled to be a member of every committee of the Chapter.

7.6 The members mentioned in section 7.1(d-h) shall hold office for three (3) years but shall be eligible for further terms of office.

7.7 The Chapter shall meet on at least six (6) occasions in the calendar year.

7.8 Canons who cease to be members of the College of Canons and Cathedral Wardens who cease to hold this office shall no longer be members of Chapter.

Objects

7.9 The furtherance of the mission of the Church in Wales in the Cathedral and Diocese.

Functions and powers

7.10 As the governing body and trustees of the Cathedral, the Chapter shall direct, oversee and execute the administration of the affairs of the Cathedral and in particular, without prejudice to the generality of the foregoing, to:

- a) order the worship and promote the mission of the Cathedral
- b) formulate, after consultation with the Bishop, proposals in connection with the strategic direction and mission priorities of the Cathedral
- c) prepare an annual budget for the Cathedral
- d) submit to the Cathedral Consultative Council the Annual Report and audited accounts prepared by the Chapter in accordance with *the Constitution of the Church in Wales*.
- e) submit all other reports as may be requested by the Cathedral Consultative Council on any matter concerning the Cathedral
- f) keep under review the Constitution and Regulations of the Cathedral and submit any proposals for their revision to the Cathedral Consultative Council
- g) manage all property vested in the Cathedral and the income accruing from it and, in particular, ensure that necessary repairs, maintenance and insurance in respect of the Cathedral and its contents and other buildings and monuments are carried out, and
- h) employ the financial and other resources of the Cathedral appropriately to further the purposes and aims of the Cathedral.

7.11 All those functions immediately before the date of the coming into force of this Constitution and the Regulations exercisable in relation to the Parish by the Parochial Church Council of the Parish shall be transferred to and exercised by the Chapter.

7.12 As soon as practicable after the coming into force of the Constitution and Regulations, the Chapter may establish such committees as shall from time to time be deemed

necessary, having the function of advising the Chapter in connection with the discharge of its responsibilities for the governance, management and trusteeship of the Cathedral.

7.13.1 The Finance Committee shall consist of:

- (i) The Dean
- (ii) The Administrator

– both *ex officio*

and the following, appointed by the Chapter

- (iii) one (1) Clerical member of Chapter
- (iv) one (1) Lay member of Chapter
- (v) not more than three (3) persons, whether clerical or lay, not being members of Chapter at least two (2) of whom shall be appointed for their expertise and experience in the field of financial and investment management and the management of property. They may or may not be members of the Church in Wales.

7.13.2 The members in categories (iii) to (v) shall hold office for terms of up to three (3) years but shall be eligible for membership for further terms of office.

7.14 Such other committees as Chapter may from time to time establish shall have such membership, term of office and functions as it thinks fit, and it may delegate functions, powers and duties to any committees. Any such committee may include persons chosen for their expertise but who are not members of the Chapter

7.15 Each Chapter committee shall be chaired by a member of Chapter.

8 The Cathedral Consultative Council

Membership

8.1 The membership shall not exceed twenty (20) and shall consist of:

- a) the Chair appointed in accordance with paragraph 8.4 below
- b) the Dean, who shall have no vote
- c) Those members of the College of Canons who are not members of Chapter
- d) two (2) lay persons, not being members of the Chapter, representing the interests of the Cathedral community, elected by the Annual Cathedral Congregational Meeting from among members of the Cathedral Electoral Roll
- e) up to seven (7) other persons appointed by the Bishop, in consultation with the Chapter, as follows:

- one (1) person after consultation with local ecumenical bodies
- one (1) person having experience and expertise in financial matters after consultation with the Diocesan Board of Finance
- one (1) other person nominated by the Diocesan Standing Committee
- up to four (4) other persons representing the life of the wider community, city or county, who may or may not be members of the Church in Wales.

8.2 The Council shall have power to invite other persons to be present at any of its meetings and to speak but not vote.

8.3 The Bishop shall be entitled to be present at any meeting of the Council and to speak, but not vote.

8.4 The Chair, who may be either a cleric or layperson, shall be nominated by the Bishop in consultation with the Chapter. The nominee shall have experience in connection with the work of the Cathedral or the ability to reflect local, diocesan, ecumenical or national interests in that connection, and the ability and willingness to support the role of the Cathedral as a centre of worship and mission. The term of office shall be five years, renewable once.

8.5 The Vice-Chair shall be elected by the Council from among its members. The Vice-Chair shall be a cleric if the Chair is lay, and vice-versa. The term of office shall be for five years, renewable once for a period of three years.

8.6 The Council shall meet on at least two (2) occasions in each calendar year.

Functions

8.7 It shall be the purpose and duty of the Council to further and support the work of the Cathedral, (including but not restricted to spiritual, pastoral, evangelistic, educational, social, ecumenical and inter-faith concerns), reviewing and advising upon the direction of that work by the Chapter and in particular, without prejudice to the generality of the foregoing, to:

- a) consider proposals submitted by the Chapter in connection with the strategic direction and mission priorities of the Cathedral and to give advice on them to the Chapter
- b) receive and consider the annual budget of the Cathedral
- c) receive and consider the Annual Report and audited accounts
- d) consider proposals submitted by the Chapter in connection with the Constitution and Regulations of the Cathedral with a view to their revision or adaptation in the light of changing circumstances
- e) invite members of Chapter to speak, but not vote, upon any matter under consideration

8.8 The Council may:

- a) request reports from the Chapter on any matter concerning the Cathedral
- b) discuss and express its opinion on any such matter, and
- c) draw any such matter to the attention of the Visitor
- d) request the Visitor to conduct a Visitation

9 The Administrator and other officers

The Chapter shall appoint persons to the following offices on such terms in respect of tenure remuneration and duties as the Chapter may determine:

- an Administrator
- A Chapter Clerk
- an Architect of the Cathedral who shall be a person registered under the Architects Act 1997 or any Act amending or extending the same.
- an Auditor, being a person who may under Section 43 of the Charities Act 1993, audit the accounts of a charity, and who shall audit the accounts of the Cathedral in accordance with law.
- a Director of Music, who shall supervise the music in the Cathedral

10 General and Miscellaneous

Any repeal, amendment of, or addition to, this Constitution and Regulations shall be made by the Cathedral Chapter.

11 Interpretation

11.1 In this Constitution and Regulations, except where the context otherwise requires, the following definitions and interpretation shall apply:

- a) 'actual communicant' means a person who has received Holy Communion according to the use of the Church in Wales or a Church in full communion with the Church in Wales at least three (3) times within the preceding twelve (12) months
- b) 'Cathedral' means the Cathedral Church of St Woolos, Newport
- c) 'cathedral duties' means duties, whether in the Cathedral or the Diocese, which should, in the opinion of the Chapter and after consultation with the Bishop, be discharged in or from the Cathedral
- d) 'The Chapter' means the Chapter of the Cathedral Church of St Woolos, Newport
- e) 'Diocese' means Diocese of Monmouth and 'diocesan' should be construed accordingly
- f) 'the Constitution' means the Constitution of the Cathedral Church of St Woolos, Newport

- g) 'the Regulations' means the Regulations of the Cathedral Church of St Woolos, Newport
- h) 'the Bishop' means the Lord Bishop of Monmouth
- i) 'the Diocese' means the Diocese of Monmouth
- j) a reference to the holder of any office, dignity or preferment shall be to the holder for the time of being of any office, dignity or preferment in the Cathedral or, as the case requires, in the Diocese.
- k) 'Category A member church' means those churches and denominations so defined by the membership criteria of Cytun and the Canons of the Church in Wales

11.2 For the purposes of this Constitution and Regulations, the Cathedral Community shall consist of the following persons over the age of sixteen (16) years whose names are entered on the Cathedral Electoral roll because they

- a) have worshipped habitually in the Cathedral during the previous six months, or
- b) are engaged in work or service connected with the Cathedral in a regular capacity
- c) have been on the Electoral Roll of the Cathedral Parish at the coming into force of this provision.

If any question arises as to whether a person applying to be enrolled is a member of the Cathedral Community, that question shall be determined by the Dean.

**THE
CATHEDRAL CHURCH OF ST WOOLOS, NEWPORT**

REGULATIONS

Commented [LT1]: as above

1 The Bishop

- 1.1 After consultation with the Chapter, the Bishop may officiate in the Cathedral and use it in his or her work of teaching and mission, for ordinations and Synods and for other diocesan occasions and purposes. At any such service the Bishop may determine the order of the service, may preach or appoint the preacher and decide the object of the collection.
- 1.2 The Bishop shall normally preside and preach at the Cathedral Eucharist on Easter Day and Christmas Day and shall have the right, having ascertained and taken into account arrangements already made, and on giving not less than three (3) months' notice to the Dean (unless on any occasion the Dean agrees to accept shorter notice) to do so on the Feast of Pentecost. Similarly, but with not less than twelve (12) months' notice to the Dean (unless on any occasion the Dean agrees to accept shorter notice), the Bishop may preside at the solemn liturgies of the Easter *Triduum* (Maundy Thursday, Good Friday and the Easter Vigil) and the Feast of St Woolos (29th March, unless transferred).
- 1.3 The Bishop may at any time seek the advice of the Chapter on any matter.
- 1.4 The Bishop shall as Visitor hear and determine any question as to the construction of the Constitution and Regulations.
- 1.5 The Bishop may hold a Visitation of the Cathedral when s/he considers it desirable or necessary to do so, or when so requested by the Chapter or the Cathedral Consultative Council.
- 1.6 In the course of a Visitation, the Bishop may give such directions to the Chapter, to the holder of any office in the Cathedral or to any person employed by the Cathedral, as will, in the opinion of the Bishop, better serve the due observance of the Constitution and Regulations.
- 1.7 It shall be the duty of any person or body on whom functions are conferred by the Constitution and Regulations to act in accordance with any determination and any direction by the Bishop under this Regulation.

- 1.8 The provisions of paragraphs 1.4 to 1.7 above, are without prejudice to the Bishop's powers under *the Constitution of the Church in Wales* and his or her powers as Visitor generally.
- 1.9 The Bishop may at any time propose for consideration by the Chapter and Cathedral Consultative Council amendments to the Constitution and Regulations.
- 1.10 The Bishop may attend meetings of the Chapter after giving due notice and may have a matter of his choosing included on the agenda.

2 The Dean

- 2.1 The Dean shall be appointed by the Bishop in accordance with the Constitution of the Church in Wales.
- 2.2 The Dean shall be installed according to the customs of the Cathedral, and at his or her Installation shall make such declarations and take such oaths as may be prescribed.
- 2.3 It shall be the duty of the Dean as Chair of the Chapter to govern and direct on its behalf the life and work of the Cathedral, and in particular, without prejudice to the generality of the foregoing, to:
- a) ensure that Divine Service is duly performed in the Cathedral
 - b) ensure that the Constitution and Regulations are faithfully observed
 - c) maintain good order and proper reverence in the Cathedral
 - d) secure the pastoral care of all members of the Cathedral Community, and
 - e) take all decisions necessary to deal with any emergency affecting the Cathedral, pending consideration of the matter by Chapter.
- 2.4 If the office of Dean is vacant, or the Bishop considers that the Dean will be unable to discharge any or all of his or her functions by reason of illness or absence or any other cause, the Residentiary Canon shall carry out such functions.
- 2.5 If any question arises whether an appointment under paragraph 2.4 is justified, that question shall be determined by the Archbishop.

3. Residentiary Canons

- 3.1 The Residentiary Canon being a person having the qualifications prescribed by *The Constitution of the Church in Wales*, shall be appointed by the Bishop, in consultation with the Dean in accordance with the Constitution of the Church in Wales.

Commented [LT2]: LC: this change from specifying exactly how allows for changes in Church practice.

- 3.2 A Residentiary Canon shall be installed according to the customs of the Cathedral and at his or her Installation shall make such declarations and take such oaths as may be prescribed.
- 3.3 A Residentiary Canon shall normally attend the public recitation of the Daily Office in the Cathedral, and shall not absent him or herself without the consent of the Dean or other good and grave reason.
- 3.4 A Residentiary Canon shall undertake such duties in the Cathedral as the Chapter shall determine after consultation with him or her. S/he shall be concerned with the pastoral care of the Cathedral Community, Staff, volunteers and visitors and shall endeavour to strengthen the whole corporate life, ministry and mission of the Cathedral
- 3.5 As specified in his or her Terms of Appointment, s/he shall promote the mission and usefulness of the Cathedral in the Diocese, both within and beyond the institution of the Church in Wales.

4. The Archdeacons

- 4.1 The Archdeacons shall be installed according to the customs of the Cathedral and at their installations shall make such declarations and take such oaths as may be prescribed.
- 4.2 Each Archdeacon shall have a stall assigned by the Dean in the choir of the Cathedral.
- 4.3 At least once in each year each Archdeacon shall preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to them.

5 The Clerical Canons

- 5.1 A Clerical Canon shall be installed according to the customs of the Cathedral and at his or her installation shall make such declarations and take such oaths as may be prescribed.
- 5.2 Each Clerical Canon shall have a stall assigned by the Dean in the choir of the Cathedral.
- 5.3 At least once in each year, each Clerical Canon shall preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to him or her.

6 The Lay Canons

- 6.1 A Lay Canon shall be installed according to the customs of the Cathedral and at his or her installation shall make any such declarations and take any such oaths as may be prescribed.
- 6.2 Each Lay Canon shall have a stall assigned by the Dean in the choir of the Cathedral.
- 6.3 At least once in each year, each Lay Canon holding the Bishop's Licence to do so, shall preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to him or her.

7 Titles upon retirement

In accordance with the established custom of the Church in Wales a Dean, a Residentiary, Clerical or Lay Canon who vacates his or her office and immediately upon such vacation retires, shall be entitled to continue to use the style of that office. A title and style conferred under this provision shall confer no vested interest and, in particular, the holder shall not by virtue of that title be a member of the College of Canons.

8 Annual Cathedral Congregational Meeting

- 8.1 There shall be an Annual Cathedral Congregational Meeting held before the end of April each year.
- 8.2 All members of the Cathedral Electoral Roll shall be entitled to speak and vote at this Meeting.
- 8.3 The Annual Cathedral Congregational Meeting shall:
- a) every three years or as required, elect the Cathedral Wardens
 - b) every three years or as required, elect members of the Congregational Committee
 - c) as required by the Diocesan Constitution, elect representatives for the Deanery and Diocesan Conferences
 - d) receive reports from the Congregational Committee

9 Congregational Committee

- 9.1 There shall be a Congregational Committee which shall consist of
- a) the Cathedral Wardens and not more than one Assistant Warden
 - b) the Deanery Conference representatives

c) six (6) other lay persons who are members of the Cathedral Electoral Roll elected at the Annual Cathedral Congregational Meeting.

9.2 Those members of the Committee described in clause 9.1c shall hold office until the third annual meeting after election (but shall be eligible for re-election). Where a casual vacancy occurs among such members, it shall be filled at the Annual Cathedral Congregational Meeting next occurring.

9.3 Persons in paid employment by the Cathedral shall not be eligible for election but may be invited to attend, as per 9.5, below.

9.4 Any member of the Committee shall automatically cease to be a member on ceasing to be qualified for election.

9.5 The Committee shall have power to invite other persons to be present at any meeting of the Committee and to speak but not vote.

9.6 The Committee shall appoint a Chair from among its members.

9.7 The Committee shall meet not less than twice a year.

9.8 The Dean, any Residentiary Canon and any clergy licensed to the Cathedral may attend any meeting of the Committee. They may speak but not vote.

Functions

9.9 The Committee

- a) shall represent the interests of all members of the Cathedral Community
- b) shall advise the Chapter, if so requested, on any matter affecting the Cathedral
- c) may make representations to the Chapter on any matter affecting the Cathedral Community

10 Procedures of the Cathedral and other bodies

10.1 Subject to the provisions of this Constitution and Regulations

- each of the Cathedral bodies
- any Committee of any Cathedral body, and
- the Congregational Committee

shall determine its own procedure.

10.2 The quorum for a meeting of the Chapter shall be one half of the members for the time being plus one (1). In the absence of the Chair, the Chapter shall appoint another member to preside.

10.3 The quorum for a meeting of the Cathedral Consultative Council shall be one half of the members for the time being plus one (1). In the absence of the Chair and Vice-Chair, the Council shall appoint another member to preside, but that person shall not have a casting vote.

10.4 The following steps shall not be taken without the knowledge of the Dean:

- a) any alteration of the ordering of the services in the Cathedral
- b) any alteration of the furnishings of the Cathedral
- c) the settlement of the budget of the Cathedral
- d) the implementation of any decision taken by the Chapter in the Dean's absence,

provided that, in the case of a decision taken by the Chapter as to any matter other than one mentioned in a) or b) above, his or her consent shall be deemed to have been given for the purposes of c) above after the expiry of one (1) month following the date on which the decision was taken unless within that period the Dean request the Chapter to reconsider the decision at the next meeting of the Chapter, in which case the matter shall be decided by a majority vote of those present and voting at the meeting, the Dean having a second or casting vote.

10.5 The quorum for a meeting of any committee of any Cathedral body and of the Congregational Committee shall be one half of the members for the time being plus one (1).

10.6 The Chair in respect of the Cathedral Consultative Council and the Dean in respect of the Chapter shall set the date and place of meeting of those bodies, but seven (7) members of the Council, or five (5) members of the Chapter, may require the Chair or Dean, as the case may be, to convene a meeting of the relevant body, which the Chair or Dean shall do within fourteen (14) days of receipt of the request. Any such request shall be in writing, dated and signed by the relevant number of persons requiring a meeting to be convened.

10.7 Any member of a Cathedral body (not being a member by virtue alone of holding office) may resign therefrom by notice in writing delivered to the Chair or to the Dean, as the case may be, at any time.

10.8 Any member shall cease to be such automatically and without executing any instrument of resignation

- on ceasing to hold a qualifying status as a lay person or as an actual communicant
- on ceasing to hold office as Dean, Residentiary Canon, Archdeacon, Clerical Canon or Lay Canon

- 10.9 Subject to 10.10, upon any vacancy in the Chapter or Cathedral Consultative Council, however arising, the person or body with power to appoint under this Constitution shall fill the vacancy as soon as possible.
- 10.10 Lay appointment to the Chapter shall be for three (3) years and to the Cathedral Consultative Council for five (5) years in accordance with clauses 7.6, 8.4 and 8.5 of the Constitution.
- 10.11 No proceedings of any Cathedral body, or any committee of any Cathedral body or of the Congregational Committee, shall be invalidated by any vacancy in the membership or by any defect in the qualification or election or appointment of any member.

11 The Vergers

The Chapter may appoint a Verger and as many Assistant Vergers as may from time to time seem necessary on such terms and conditions as may be determined by the Chapter. The Vergers shall be concerned to uphold the dignity of worship in the Cathedral, to care for its security and to welcome all who enter or visit.

12 Bye-laws

The Chapter may make bye-laws not being inconsistent with this Constitution or these Regulations for the better ordering of the life of the Cathedral.

13 The Order of Precedence in the Cathedral Church

The order of precedence at services held in the Cathedral shall be subject to the direction of the Dean or his representative.