



**THE DIOCESE  
OF SHEFFIELD**

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Church House  
95-99 Effingham Street  
Rotherham, S65 1BL

**Mission and Pastoral Measure 2011  
Diocese of Sheffield  
The Benefices of St Mary & St Paul Doncaster &  
Wheatley Hills St Aidan w Intake All Saints**

The Bishop of Sheffield has asked us to prepare a draft Pastoral Scheme in respect of pastoral proposals affecting these benefices.

I attach a copy of the draft Scheme and a glossary of terms used. I am sending a copy to all the statutory interested parties, as the Mission and Pastoral Measure requires, and any others with an interest in the proposals.

Anyone may make representations **for** or **against** all or any part or parts of the draft Scheme (please include the reasons for your views) preferably by email or by post to the Church Commissioners at the following address no later than **Monday 28<sup>th</sup> February 2022**.

Katie Lowe  
Church Commissioners  
Church House  
Great Smith Street  
London SW1P 3AZ  
(katie.lowe@churchofengland.org) (tel 020 7898 1737)

If they have not acknowledged receipt of your representation before this date, please ring or e-mail them to ensure it has been received. For administrative purposes, a petition will be classed as a single representation and they will only correspond with the sender of the petition, if known, or otherwise the first signatory for whom they can identify an address – “the primary petitioner”.

If the Commissioners do not receive representations against the draft Scheme, they will make the Scheme and it will come into effect as it provides. A copy of the completed Scheme will be sent to you together with a note of its effective date.

If the Commissioners receive any representations against the draft Scheme, they will send them, and any representations supporting the draft Scheme, to the Bishop whose views will be sought. Individual representors and the primary petitioner will then receive copies of the Commissioners’ correspondence with the Bishop (including copies of all the representations). They and individual petitioners may comment further. Copies of all of the representations received and associated correspondence will normally be published on the Commissioners’ website if the matter needs to be considered by them.



**T:** (01709) 309100 | **W:** [sheffield.anglican.org](http://sheffield.anglican.org) | **E:** [reception@sheffield.anglican.org](mailto:reception@sheffield.anglican.org)

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Those making representations should indicate whether they would like an opportunity to speak to the Commissioners regarding their representations in the event the Commissioners decide a hearing should be held. Their meetings are normally held at Church House, Westminster, but during the current circumstances they may need to be held virtually via 'Zoom'. If a hearing is held, they will let you know the arrangements for attending (in person or virtually) and details will also appear on their website. Otherwise, if a hearing is not to be held, the case will be considered in private and you will be informed accordingly.

When the Commissioners acknowledge representations they will let individual representors (and the primary petitioner) know the next few dates of their Committee's meetings. They will confirm the actual date of any hearing nearer the time. The Commissioners will decide if the draft Scheme should proceed when they consider all the representations on the basis of a paper prepared by their staff and any points raised at the meeting. If the Commissioners do so decide, any representor or petitioner against the draft Scheme may seek leave from the Privy Council to appeal against the decision.

You will be informed of the Commissioners' decision and the reasons for it.

Please see [www.churchofengland.org/consultation](http://www.churchofengland.org/consultation) for further information about the procedure.

**PCC Secretaries, incumbents/priests-in-charge/rural deans, persons taking services during the Notice Period and local planning authorities should refer to the relevant notes below for important additional information concerning them.**

Karen Colley

ppKatie Bell, DMPC Secretary

## Notes

### 1. PCC Secretaries

The draft Scheme is sent to you to ensure that the PCC as a body is able to make a representation on the draft if it wishes.

**You are required as soon as possible to:**

- i) print and display the Notice(s) **(to avoid spread of Covid-19, please display single-sided)** at or near the main door of **every** parish church, chapel of ease or licensed place of worship in your parish; (whether or not they are currently open for individual prayer or services); if you are unable to print the Notice(s) please get in touch with me and I will make arrangements for copies to be sent to you for display;
- ii) make arrangements for the Announcement (see 2. below) to be made at as many services as possible at every parish church, chapel of ease or licensed place of worship in your parish where a service is held during the notice period (including any that are 'streamed').

**Please e-mail or telephone me confirmation as soon as you have displayed the Notice(s) and made arrangements for the announcements to be made. Do not wait until the end of the notice period before confirming this.**

Although the following are not legal requirements, to ensure that as many of those who habitually attend public worship, as is practicable, are aware of the contents of the Notice, you are also encouraged to take (or make arrangements for), where possible, such of the following steps as is appropriate in your parish:

- i) arrange for copies of the Notice to be posted to members of the worshipping community who are shielding or self-isolating (in accordance with the general advice to parishes this should be by the postal service and not hand delivered);
- ii) insert the Notice in the parish magazine or newsletter;
- iii) use Facebook/social media posts;
- iv) send emails; and
- v) spread by word of mouth, including pastoral telephone calls.

**Please make a note of what you have been able to do regarding steps i) to v) above in case the consultation process is queried.**

If you are no longer the PCC Secretary, please pass this communication to the current Secretary and let me have a note of his or her name and email/postal address.

## **2. The Announcement**

Anybody taking services (including those that are 'streamed') during the Notice Period should ensure that the following announcement is made.

***“A Notice giving the objects of proposed pastoral reorganisation affecting this parish has or will be displayed near the main door and on the Church of England website. The Notice includes the last date by which representations regarding the proposed reorganisation may be made to the Church Commissioners.”***

**PCC Secretaries** – please note that it is essential that:

- i) Notices are displayed; and
- ii) arrangements are made for Announcements.

## **3. Incumbents/priests-in-charge/rural deans**

Please ensure that the required Notices are displayed and Announcements made.

If a PCC Secretary is not able to carry out these requirements, please could you arrange for these matters to be dealt with as soon as possible. Please also let me know if there has been a recent change of Secretary in any of the parishes.

SUMMARY OF MAIN PROVISIONS OF DRAFT SCHEME (NOT PART OF THE DRAFT SCHEME)

*This draft Scheme provides for:*

- *the dissolution of the benefice of Saint Mary and Saint Paul, Doncaster;*
- *the creation of a new benefice of Saint Mary Doncaster; and for*
  - *the appointment of the first incumbent;*
  - *his place of residence; and*
  - *the future patronage arrangements;*
- *the creation of a new benefice of Wheatley Park Saint Paul and for its immediate union with the benefice of Wheatley Hills Saint Aidan with Intake All Saints (and their constituent parishes) to create the new benefice (and parish) of The Resurrection Doncaster; and for*
  - *the appointment of the first incumbent;*
  - *his place of residence;*
  - *the future patronage arrangements; and for*
- *the transfer of the parsonage house of the benefice of Wheatley Hills Saint Aidan with Intake All Saints to the Sheffield Diocesan Board of Finance to be held as diocesan glebe land;*

*all within the diocese of Sheffield.*

**DRAFT**

PASTORAL SCHEME

This Scheme is made by the Church Commissioners this        day of  
20    in pursuance of the Mission and Pastoral Measure 2011 ("the 2011 Measure"),  
the Right Reverend Pete, Bishop of Sheffield, having consented thereto.

**Dissolution of benefice**

1        The benefice of Saint Mary and Saint Paul Doncaster in the benefice of Sheffield shall be dissolved.

**Creation of new benefice of Saint Mary Doncaster**

2.        (1)        A new benefice which shall be named "The Benefice of Saint Mary Doncaster" shall be created in the diocese of Sheffield, and the area of the new benefice shall comprise the parish of Saint Mary Doncaster.

            (2)        The new benefice and its constituent parish shall belong to the archdeaconry of Doncaster and the deanery of Doncaster.

            (3)        If immediately before this Scheme comes into operation the Reverend Andrew Robert Thomas holds an ecclesiastical office in the benefice referred to in clause 1 hereof he shall be the first incumbent of the new benefice.

            (4)        The parsonage house of the benefice of Saint Mary and Saint Paul Doncaster (known as 59 St. Marys Road, Doncaster, DN1 2NR) shall without any conveyance or other assurance be vested in the incumbent of the new benefice in his corporate capacity as his official residence.

(5) The patronage of the new benefice shall be vested in the Hyndman's Bounty Trust, care of Messrs Cameron McKenna, Mitre House, 160, Aldersgate Street, London, EC1A 4DD.

### **Creation of new benefice of Wheatley Park Saint Paul**

3. (1) A new benefice which shall be named "The Benefice of Wheatley Park Saint Paul" shall be created in the diocese of Sheffield, and the area of the new benefice, shall comprise the parish of Wheatley Park, Saint Paul.

(2) The new benefice and its constituent parish shall belong to the archdeaconry of Doncaster and the deanery of Doncaster.

(3) The patronage of the new benefice shall be vested in the Bishop of Sheffield in his corporate capacity.

### **Creation of new benefice and parish of The Resurrection Doncaster**

4. (1) The new benefice of Wheatley Park Saint Paul created pursuant to clause 3(1) hereof and the benefice of Wheatley Hills Saint Aidan with Intake All Saints in the diocese of Sheffield shall be united to create a new benefice which shall be named "The Benefice of The Resurrection, Doncaster".

(2) The parish of Wheatley Park, Saint Paul and the parish of Wheatley Hills Saint Aidan with Intake All Saints shall also be united to create a new parish which shall be named "The Parish of The Resurrection, Doncaster" and shall comprise the area of the new benefice.

(3) The church of Saint Paul, being the parish church of the parish of Wheatley Park Saint Paul, and the church of Saint Aidan, being the parish church of the parish of Wheatley Hills Saint Aidan with Intake All Saints, shall both be parish churches of the new parish.

(4) The new benefice and its constituent parish shall belong to the archdeaconry of Doncaster and the deanery of Doncaster.

(5) If immediately before this Scheme comes into operation the Reverend Adam James Priestley holds an ecclesiastical office in the benefice referred to in clause 1 hereof he shall be the first incumbent of the new benefice.

(6) The house and premises known as The Vicarage, 278 Thorne Road, Doncaster, DN2 5AJ (situated on glebe land of the diocese of Sheffield), together with the site and appurtenances thereof and the grounds usually occupied and enjoyed therewith, shall without any conveyance or other assurance be transferred from the Sheffield Diocesan Board of Finance to the incumbent of the new benefice in his corporate capacity as his official residence.

(7) The parsonage house of the benefice of Wheatley Hills Saint Aidan with Intake All Saints (known as St. Aidans Vicarage, 18 Central Boulevard, Doncaster, DN2 5PE), together with the site and appurtenances thereof and the grounds usually occupied and enjoyed therewith, shall without any conveyance or other assurance be transferred to the Sheffield Diocesan Board of Finance to be held by the said Board as part of the diocesan glebe land of the diocese of Sheffield.

(8) The patronage of the new benefice shall be vested in the Bishop of Sheffield in his corporate capacity.

### **Assistant curates: consequential provision**

5. If immediately before this Scheme comes into operation any person holds an office of assistant curate (however described) in any of the benefices or parishes referred to in clauses 1 and 4 hereof he, she or they shall as consequence of the

dissolution and union of benefices and parishes effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice of Saint Mary Doncaster or the new benefice or parish of The Resurrection, Doncaster as the Bishop shall direct.

**Coming into operation of these proposals**

6. This Scheme shall come into operation upon the first day of the month following the date of it being made by the Church Commissioners.

In witness of which this Scheme has been duly executed as a deed by the Church Commissioners.

SIGNED by the )  
 )  
Right Reverend Pete, )  
 )  
Bishop of Sheffield. )

Executed as a Deed by the Church Commissioners for England  
acting by two authorised signatories:

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Signature of Authorised Signatory

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Signature of Authorised Signatory

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**Notes by the Diocesan office (not forming part of the draft Scheme)**

The rationale behind the diocesan proposals is as follows:

**The Scheme uniting St Mary Doncaster and Wheatley Park, Saint Paul did not work as hoped because of differences between the two demographics and ecclesiology. St Paul’s Wheatley Park has been operating independently of St Mary Doncaster since the appointment of the Reverend**

**Andy Thomas as priest in charge in 2017 and more so since the Reverend Adam Priestley's appointment as assistant curate in the same year. Since his appointment Adam has grown the church and built an effective missional strategy that has connected well with people in the area. Wheatley Park and Intake have very similar demographics, this allows for the sharing of learning and experience from Wheatley Park into missional activity in Intake.**

**The Benefices of Wheatley Hills Saint Aidan and Intake All Saints were combined in 2015 as a pragmatic exercise when the congregation at Intake, which was in a long interregnum, fell to single figures and the PCC dissolved. Only small amounts of mission and outreach from Wheatley Hills into Intake has happened. Wheatley Hills is situated between Wheatley Park and Intake. Demographically it is more middle class and aspirational than either Wheatley Park or Intake. Wheatley Hills has long had a more central/traditional ecclesiology and missiology and provides a base from which to link the two areas. A place where those seeking that central style of churchmanship can find a home.**

**The Diocesan Strategy requires reductions in paid clergy. This proposed new parish of The Resurrection, Doncaster was identified as a new Mission Area in 2018 as part of the Diocesan Strategy. A plan that is supported by the relevant parishes, the deanery and the Diocese Mission and Pastoral Committee. During the consultation about the formation of that Mission Area it became clear that making it a single parish, with two parish churches, would make it much easier to resource the mission and work of the new Area and would reduce some of the administrative complexities from having two parishes in one benefice. Thus, releasing ordained and lay people's energy and minimising bureaucracy.**

**Following the retirement, in January 2021, of the Reverend David Goss, the incumbent of Wheatley Hills Saint Aidan with Intake All Saints, the Reverend Adam Priestley, Assistant Curate at Saint Paul, Wheatley Park has been supporting the congregation at Wheatley Hills and in October 2021 was licensed as Priest in Charge of Wheatley Hills Saint Aidan with Intake All Saints as part of the direction of travel and will be named as first incumbent of the new benefice of "The Resurrection Doncaster".**

Publication of this draft Scheme has been approved by the Church Commissioners but does not mean that they have taken a view on the merits of the diocesan case.

If they receive representations against the draft Scheme, the Commissioners will send all representations, both for and against, to the Bishop whose views will be sought. Individual representors will then receive copies of the Commissioners' correspondence with the Bishop (including copies of all the representations) and

they may comment further in writing to the Commissioners in light of the diocesan response if they so wish.

If there are no representations against the draft Scheme, the Commissioners will make the Scheme and arrange for it to be brought into effect.

### **Pastoral reorganisation of the two benefices in this draft Scheme**

1. This draft Scheme effectively transfers the parish of Wheatley Park, Saint Paul from the benefice of Saint Mary and Saint Paul Doncaster (the name of which is altered to the benefice of Saint Mary Doncaster) to the benefice of Wheatley Hills Saint Aidan with Intake All Saints (the name of which is altered to The Resurrection, Doncaster). The parish is then united with the parish of Wheatley Hills Saint Aidan with Intake All Saints to create the new parish of The Resurrection, Doncaster.
2. The Scheme has been drafted in this way to enable the naming of the first incumbents of both benefices and to clearly show, amongst other things, their future parsonage and the patronage arrangements.

### **The parsonage house of the benefice of Wheatley Hills Saint Aidan with Intake All Saints**

3. It is the diocesan intention that this property will be used for occupation by an associate Archdeacon.

### **Assistant curates: consequential provision**

4. The above clause has been included to ensure that any person holding an office of assistant curate (however described) shall as consequence of the dissolution of benefice and union of benefices and parishes effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice of Saint Mary Doncaster and/or the new benefice and parish of The Resurrection, Doncaster. Although there is currently no such unnamed office holder in post, this clause is included in case any such office holder is appointed before this Scheme comes into operation.

### **Churches etc**

5. This Scheme does not alter the existing status of any of the churches, chapels of ease or licensed places of worship in the affected parishes.



## Glossary of words commonly used in Pastoral Reorganisation

A fuller version is available in the Code of Recommended Practice to the Mission and Pastoral Measure 2011

(<https://www.churchofengland.org/clergy-office-holders/pastoralandclosedchurches/mpm2011code.aspx>)

|   |  |
|---|--|
| Archbishop  | Senior bishop with authority over a Province. In England, either Canterbury or York.   |
| Archdeacon  | An office held by a senior member of clergy appointed by the bishop with an administrative responsibility over an archdeaconry. Some of their duties are laid down by law but in other respects vary according to diocesan practice: they include care for church property.  |
| Archdeaconry                                      | Sub-division of the diocese over which an archdeacon has administrative responsibility.  |
| Benefice  | An ecclesiastical office carrying certain duties. An incumbent's benefice is therefore not a geographical area (see parish) but the office to which the holder is appointed and may comprise one or more parishes. A benefice may be a rectory or vicarage and an incumbent is therefore either rector or vicar.   |
| Bishop  | In the Church of England the diocesan bishop is the central focus of organisation and ministry within a diocese. The Bishop is the chief pastor and authority and shares the cure of souls with all the incumbents of that diocese and is also the chief representative of the diocese in the work of the wider church. May be assisted by suffragan or assistant bishops. |
| Common Tenure                                     | The basis on which all Church of England offices will eventually be held under the Ecclesiastical Offices (Terms of Service) Measure 2009. Existing holders of freehold offices may decide not to opt-in to Common Tenure but new office holders will be on Common Tenure.   |
| Chapel of Ease                                    | A consecrated church that it is not a parish church. Originally within a parish that had a parish church, for the ease of parishioners who could not attend the parish church.   |
| Church Representation Rules                       | Schedule 3 to the Synodical Government Measure 1969 but updated as a separate booklet. They contain the mechanism for the setting up of representative bodies in the Church of England from parochial church councils to the House of Laity of the General Synod.  |
| Cure of Souls                                     | 'Cure' means 'care'. The bishop has the universal cure of souls in a diocese but, subject to this, the incumbent of a benefice (or team rector and team vicar(s) in a team ministry) has the exclusive cure of souls within his or her parish or parishes. The expression should not be confused with the more general phrase 'pastoral care'.                             |
| Deanery   | A sub-division of an archdeaconry usually comprising between 10 and 20 parishes.   |
| Declaration of closure for regular public worship | The act of closing a church for public worship under the Mission and Pastoral Measure 2011.  |
| Diocesan Board of Finance                         | A company constituted by the diocesan synod and regulated by the Companies Acts. A board of finance holds property for Church of England purposes, transacts business in that connection and acts as a committee of the diocesan synod. It normally also acts as the diocesan trust.   |
| Diocesan Mission and Pastoral Committee           | Statutory Committee established by the Mission and Pastoral Measure 2011. Its duty is to review the arrangement for pastoral supervision in the diocese and, as appropriate, to make recommendations to the bishop.  |
| Diocese   | One of 41 main territorial units of the Church of England over which a bishop has responsibility. Divided into archdeaconries, deaneries and parishes.   |
| District Church Council                           | If a parish comprises two or more places of worship or churches then individual councils can be set up for the districts in which each place of worship or church is situated to exercise such functions as may be delegated by the parochial church council.  |
| Glebe   | Land or buildings vested in the Diocesan Board of Finance that either provides a rental income to help pay for stipends and clergy housing or provides housing for those involved in the cure of souls.  |
| Group Council                                     | Where a group ministry is established the parochial church councils of the individual parishes can form a group council to act in the area as a whole in such matters as the individual PCCs together decide.  |
| Group Ministry                                    | An arrangement, authorised by the Mission and Pastoral Measure 2011 whereby the clergy of two or more separate benefices can assist each other to make the best possible provision for the cure of souls in the area as a whole.   |
| Incumbent   | Holder of a benefice (which can be either a freehold or a Common Tenure office) – and can be either a rector or a vicar - with responsibility for the cure of souls. May be assisted by a curate, deacon, licensed lay worker, retired priest etc.   |
| Interested Party                                  | One of the statutory persons or bodies that the Diocesan Mission and Pastoral Committee is required to consult in accordance with s.6 / 21 of the Mission and Pastoral Measure 2011.   |

## Glossary of words commonly used in Pastoral Reorganisation

|                                      |  |
|--------------------------------------|--|
| Joint Parochial Church Council       | Where a benefice comprises two or more parishes the parochial church councils of the individual parishes can form a joint parochial church council to act in the benefice as a whole in such matters as the individual PCCs together decide.   |
| Leave to Appeal                      | Any person who makes a representation to the Commissioners against a pastoral scheme (but not a pastoral order) has a right to apply for leave to appeal to the Judicial Committee of the Privy Council against a decision of the Commissioners to proceed notwithstanding that representation.  |
| Members ('Other') of a Team Ministry | May be clerical or lay (see s.34 of Mission and Pastoral Measure 2011). They share the pastoral care of the area with the team rector and team vicars, but NOT the cure of souls.  |
| Mission and Pastoral Committee       | A Committee of the Commissioners' Board of Governors which makes decisions on representations on pastoral, houses and glebe matters. It is chaired by the Third Church Estates Commissioner.   |
| Mission and Pastoral Measure 2011    | The Measure of the General Synod which authorises changes in pastoral reorganisation. Designed to "make better provision for the cure of souls". Part of the law of the land and equivalent to an Act of Parliament.   |
| Parish                               | The basic geographical unit over which an incumbent has cure of souls. There may be several parishes within the area of one benefice.  |
| Parish Centre of Worship             | An unconsecrated Place of Worship designated by the bishop under s.43 of the Mission and Pastoral Measure 2011 whereupon for most purposes (other than marriage) it is regarded as a parish church.  |
| Parish Church                        | A consecrated building in a parish in which, subject to canon law, the statutory services must be held. Parishioners have a right to be married, baptised etc. in the parish church. S.41(2) of the Mission and Pastoral Measure 2011 requires that any building which is to become a parish church must be approved by the bishop, subject to the bishop having consulted both the Diocesan Pastoral Committee and the Diocesan Advisory Committee. |
| Parochial Church Council             | Representative body of parishioners elected from those on the electoral roll in accordance with the Church Representation Rules. Usually chaired by the incumbent.   |
| Parsonage House                      | The official place of residence of an incumbent of a benefice. The house belongs to the incumbent in right of their office.  |
| Pastoral Order                       | A document which effects changes in pastoral reorganisation made under the Mission and Pastoral Measure 2011. Differs from a pastoral scheme mainly in that it deals with lesser matters.  |
| Pastoral Scheme                      | A document which effects more complex or significant changes in pastoral reorganisation made under the Mission and Pastoral Measure 2011.  |
| Patron                               | The person or body owning an advowson (i.e. right to present a priest to a benefice) who may be a private individual or a corporation (ecclesiastical or lay).   |
| Plurality                            | The holding of two or more benefices by one incumbent who then has the freehold of all the benefices. This can only be authorised by a scheme or order under the Mission and Pastoral Measure 2011.  |
| Priest in Charge                     | A priest (who has not been presented by the patrons and does not become the incumbent) given charge of a benefice to which the right of presentation has been suspended.   |
| Representations                      | The Mission and Pastoral Measure 2011 requires that any draft scheme or order be published and made available to the public. Any person can make written representations to the Commissioners either for or against what is proposed.  |
| Team Council                         | In a team ministry a team council can be established, either under the authority of a scheme or under the Church Representation Rules. Such a council is similar to a joint parochial church council and provides a formal structure for all the parishes in the team to discuss matters of mutual concern.  |
| Team Ministry                        | A special form of ministry whereby a team of clergy and possibly lay people share the pastoral care of the area of a benefice. Can only be established by a pastoral scheme.   |
| Team Rector                          | The priest in a team ministry who heads the team and owns the property of the benefice but shares the cure of souls with the team vicars.  |
| Team Vicar                           | A priest of incumbent status in a team ministry, other than the team rector, who shares the cure of souls with the team rector and other team vicars.  |



Church House  
95-99 Effingham Street  
Rotherham, S65 1BL

**Please do not touch this Notice**  
(to avoid possible spread of Covid-19)

**Notice**

**Mission and Pastoral Measure 2011  
Draft Pastoral Scheme**

17<sup>th</sup> January 2022

The Diocese of Sheffield Diocesan Mission and Pastoral Committee has prepared a draft Pastoral Scheme for

- *the dissolution of the benefice of Saint Mary and Saint Paul, Doncaster;*
  - *the creation of a new benefice of Saint Mary Doncaster; and for*
    - *the appointment of the first incumbent;*
    - *his place of residence; and*
    - *the future patronage arrangements;*
  - *the creation of a new benefice of Wheatley Park Saint Paul and for its immediate union with the benefice of Wheatley Hills Saint Aidan with Intake All Saints (and their constituent parishes) to create the new benefice (and parish) of The Resurrection Doncaster; and for*
    - *the appointment of the first incumbent;*
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    - *the future patronage arrangements; and for*
  - *the transfer of the parsonage house of the benefice of Wheatley Hills Saint Aidan with Intake All Saints to the Sheffield Diocesan Board of Finance to be held as diocesan glebe land;*
- all within the diocese of Sheffield.*

The draft Scheme is on the Commissioners' website [www.churchofengland.org/consultation](http://www.churchofengland.org/consultation) or you may obtain a copy from me. **Large print and/or audio copies are available on request.**

- Anyone may make representations **for** or **against** all or any part of the draft Scheme (please include the reasons for your views) preferably by email or by post to reach the Commissioners no later than midnight on Monday the 28<sup>th</sup> February. **Please send your representation to Katie Lowe (e-mail: [katie.lowe@churchofengland.org](mailto:katie.lowe@churchofengland.org)) or letter marked for the attention of Katie Lowe, Pastoral Division, Church Commissioners, Church House, Great Smith Street, LONDON SW1P 3AZ.**

- If they have not acknowledged receipt of your representation before this date, please ring 020 7898 1737 or e-mail them to ensure it has been received. For administrative purposes, a petition will be classed as a single representation and the Commissioners will only correspond with the sender of the petition, if known, or otherwise the first signatory for whom they can identify an address – “the primary petitioner”.
- When making a representation, please indicate the nature of your interest in the proposals (e.g. parishioner, member of parochial church council, etc) and whether you would like an opportunity to speak to their Committee regarding your representation if the Commissioners decide a hearing should be held regarding the case.
- If they receive representations against the draft Scheme, they will send them, and any representations supporting the draft Scheme, to the Bishop whose views will be sought. Individual representors and the primary petitioner will then receive copies of the correspondence with the Bishop (including copies of all the representations) and will be told whether a hearing is to be held. They and individual petitioners may comment further to the Commissioners. Copies of all of the representations received and associated correspondence will normally be published on the Commissioners’ website if the matter needs to be considered by them.
- If a hearing is held, anyone may attend the meeting of the Commissioners that considers the case and representors may have an opportunity to speak to their Committee. Otherwise, if a hearing is not to be held, the case will be considered in private and you will be informed accordingly.
- When they acknowledge representations the Commissioners will let individual representors (and the primary petitioner) know the next few dates of their Committee’s meetings. They will confirm the actual date if a hearing is to be held nearer the time.
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- The Commissioners will notify all representors of their decision and give a statement of the reasons for it.
- If they so decide, any representor or petitioner against the draft Scheme may seek leave from the Privy Council to appeal against the decision.]
- Please see the Commissioners’ website [www.churchofengland.org/consultation](http://www.churchofengland.org/consultation) for further information about the procedure.

Katie Bell, Secretary  
Diocesan Mission and Pastoral Committee



T: (01709) 309100 | W: [sheffield.anglican.org](http://sheffield.anglican.org) | E: [reception@sheffield.anglican.org](mailto:reception@sheffield.anglican.org)

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