



Joanna Chandler-Clarke
Pastoral Case Officer

Our ref: 27/068BL

11th July 2024

**Mission and Pastoral Measure 2011
Diocese of Oxford**

Benefices of Bradfield and Stanford Dingley; and Bucklebury with Marlston

The Bishop of Oxford has asked us to prepare a draft Pastoral Scheme in respect of pastoral proposals affecting the benefices of Bradfield and Stanford Dingley; and Bucklebury with Marlston.

I attach a copy of the draft Scheme and a glossary of terms used together with the Notice. 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) by post or, preferably, by email to reach me no later than midnight on **Monday 19th August 2024**. If we have not acknowledged receipt of your representation before this date, please ring or e-mail me to ensure it has been received. For administrative purposes, a petition will be classed as a single representation and we will only correspond with the sender of the petition, if known, or otherwise the first signatory for whom we can identify an address – “the primary petitioner”.

If we do not receive representations against the draft Scheme, we 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 we receive any representations against the draft Scheme, we 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 our 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 us.

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. Meetings are normally held at Church House, Westminster. If a hearing is held, we will let you know the arrangements for attending (in person or virtually) and details will also appear on our website. Otherwise, if a hearing is not to be held, the case will be considered in private and you will be informed accordingly.

When we acknowledge representations we will let individual representors (and the primary petitioner) know the next few dates of our Committee's meetings. We 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 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.

Joanna Chandler-Clarke
Case Officer

Notes

1. PCC Secretaries

The draft Scheme is sent to you as PCC Secretary. Please ensure that it is drawn to the attention of the other members so the PCC as a body is able to make any comments on the draft if it wishes.

You are required as soon as possible to:

- i) print and display the Notice(s) (***please display single-sided where possible***) at or near the main door of **every** parish church, chapel of ease or licensed place of worship in your parish; (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 and draft Scheme, 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 and draft Scheme 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) display the draft Scheme with the Notice at every parish church, chapel of ease or licensed place of worship in your parish;
- iv) use Facebook/social media posts;
- v) send emails; and
- vi) 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 vi) 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.

5. Circulation List

Mr Terry Webster, Deanery Synod Lay Chair of Bradfield
Provost and Fellows of Eton College, c/o Mrs Sandra Robinson, Patron
The PCC of Bradfield, c/o the PCC Secretary, Mrs C E Evans
The Church Society Trust, c/o Mr David Meager, Patron
The PCC of Bucklebury, c/o the PCC Secretary, Mrs K E Manley
The Revd Lyn Bliss, Associate Clergy, Bradfield and Stanford Dingley
The PCC of Stanford Dingley, c/o the Second Churchwarden (due to vacancies of
PCC Secretary and first churchwarden), Mr R M Ellis
The Revd G L Fensome, Area Dean of Bradfield
The Ven S J Pullin, Archdeacon of Berkshire
The Revd Canon E B Jackson, Associate Archdeacon of Berkshire
Maggie Metaliaj, Diocese of Oxford Pastoral Secretary

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

This draft Scheme provides for:

- *the union of the benefice of Bradfield and Stanford Dingley and the benefice of Bucklebury with Marlston (their constituent parishes to remain distinct);*
- *the establishment of a team ministry for the new benefice of Bradfield, Bucklebury and Stanford Dingley;*
- *the cure of souls in the new benefice to be shared by a team rector and one team vicar;*
- *the appointment of the team rector;*
- *the housing arrangements for the team; and,*
- *the future patronage arrangements for the new benefice*
all in the diocese of Oxford

DRAFT

PASTORAL SCHEME

This Scheme is made by the Church Commissioners this day of 202 in pursuance of the Mission and Pastoral Measure 2011 ("the 2011 Measure"), the Right Reverend Steven, Bishop of Oxford, having consented thereto.

Union of benefices

1. The benefice of Bradfield and Stanford Dingley and the benefice of Bucklebury with Marlston in the diocese of Oxford shall be united to create a new benefice which shall be named "The Benefice of Bradfield, Bucklebury and Stanford Dingley", and the area of the new benefice shall comprise the parish of Bradfield, the parish of Bucklebury and the parish of Stanford Dingley, which parishes shall continue distinct.

Archdeaconry and deanery

2. The new benefice and its constituent parishes shall belong to the archdeaconry of Berkshire and the deanery of Bradfield.

Establishment of team ministry

3. (1) A team ministry (to be known as "The Bradfield, Bucklebury and Stanford Dingley Team Ministry") shall be established for the area of the new benefice.

(2) The cure of souls in that area shall be shared by the incumbent of the new benefice, whose office shall be that of rector in the team ministry, and one other minister, who shall have the title of vicar and a status equal to that of an incumbent of a benefice.

(3) That area shall be in the pastoral care of those who are to share the cure of souls therein together with all other persons who are from time to time authorised by licence or permission of the Bishop to serve in that area as members of the team.

The office of rector in the team ministry

4. If immediately before this Scheme comes into operation the Reverend Stephen Mark Newbold holds an ecclesiastical office in either of the benefices referred to in clause 1 hereof, he shall be the first rector.

Presentation of rector

5. Subject to clause 4 hereof, the rector shall be presented by a patronage board constituted in accordance with the provisions of the Schedule hereto.

The office of vicar in the team ministry

6. (1) The vicar in the team ministry shall also be chosen by the patronage board constituted in accordance with the provisions of the Schedule hereto.

(2) The licence of the Bishop under his episcopal seal appointing the holder thereto may (subject to variation or revocation of any such provision with the consent of the rector and the vicar by subsequent licence under seal) -

- (a) assign to the vicar a special cure of souls in respect of a part of the said area and, if appropriate, the name of vicar of a church in that part;
- (b) assign to the vicar a special responsibility for a particular pastoral function;
- (c) provide that any such special cure or responsibility shall be independent of the rector's general responsibility;
- (d) assign to the vicar a general responsibility to be shared with the rector for the cure of souls in the said area as a whole.

Assistant curates: consequential provision

7. (1) If immediately before this Scheme comes into operation the Reverend Lyn Elizabeth Bliss holds the office of assistant curate (however described) in either of the benefices referred to in clause 1 hereof she shall, in consequence of the union of benefices effected by the Scheme hold that office subject to the same terms of service in the new benefice of Bradfield, Bucklebury and Stanford Dingley.

(2) If immediately before this Scheme comes into operation any other person holds an office of assistant curate (however described) in either of the benefices referred to in clause 1 hereof he, she or they shall as consequence of the union of benefices effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice of Bradfield, Bucklebury and Stanford Dingley.

Places of residence

8. (1) The parsonage house of the benefice of Bucklebury with Marlston (known as The Vicarage, Burdens Heath, Bucklebury, Reading, RG7 6SX) shall be the place of residence of the rector.

(2) Subject to the direction of the Bishop, the vicar in the team ministry shall reside in:-

- (a) the parsonage house of the benefice of Bradfield and Stanford Dingley;
- (b) such other conveniently situated house as may, with the Bishop's approval, be provided in substitution therefor.

Transfer of parsonage house

9. The parsonage house of the benefice of Bradfield and Stanford Dingley (known as The Rectory, Southend Road, Bradfield Southend, Reading, RG7 6EU), 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 Oxford Diocesan Board of Finance diocesan purposes.

Coming into operation of this Scheme

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

SCHEDULE

Constitution of the Patronage Board

The patronage board referred to in clauses 5 and 6(1) of this Scheme shall consist of:-

- (1) the following in right of their respective offices:-
 - (a) the Bishop of Oxford, who shall be chairman of the board and shall have one vote as a member of the board and a casting vote as chairman;
 - (b) the vicar in the team ministry, any deacon authorised to serve in the team ministry, and any person having special responsibility for pastoral care under section 34(8) of the 2011 Measure who shall jointly have one vote which shall be exercised by such one or more of them (acting alone, unanimously or by a majority) as may be present at the meeting in question;
 - (c) for the purpose only of meetings at which the person to be appointed a vicar in the team ministry is considered and chosen, the rector of the team ministry who shall have one vote;
- (2) the Church Society Trust, whose registered office is at Church Society, Ground Floor, Centre Block, Hille Business Estate, 132, Saint Albans Road, Watford, WD24 4AE, which shall have one vote;
- (3) the Provost and Fellows of Eton College, who shall have one vote;
- (4) the parochial church councils of the parish of Bradfield, the parish of Bucklebury and the parish of Stanford Dingley, who shall jointly have one vote and shall be represented at any meeting of the board by one lay member from each council authorised to act and vote on behalf of that council;

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

SIGNED by the)
)
 Right Reverend Steven,)
)
 Bishop of Oxford.)

Executed as a Deed by the Church Commissioners for England

acting by two authorised signatories:

Signature of Authorised Signatory

Signature of Authorised Signatory

Notes (not forming part of the draft Scheme)

The Commissioners have been told by the Bishop on the advice of his Diocesan Mission and Pastoral Committee that the rationale behind the diocesan proposals is as follows:

- **These two benefices have not had their own incumbent for some time, having had their rights of presentation suspended, and have been held in an informal plurality whilst a formal union of benefices has been under consideration. Locally, the three parishes are known as 2bsd and work together to provide ministry for the area. The proposal to unite these benefices seeks, therefore, to formalise a pastoral arrangement which have been operating on the ground for some time.**
- **The proposal to establish a team ministry for the new benefice will further build on this current pastoral arrangement with the intention to support broader missional growth. The deanery and the parishes involved, as well as the Berkshire Archdeaconry Mission and Pastoral Committee have all given support to the creation of this additional clergy post, which will be on a (House for Duty) team vicar basis to assist the Incumbent (team rector here) and existing self-supporting Associate Minister (who it is intended will also become licensed to the team ministry) in the provision of ministry across the parishes involved.**
- **Furthermore, in response to concern expressed by the PCCs locally to retain the use of the current parsonage house of the benefice of Bradfield and Stanford Dingley and its grounds, the establishment of the proposed team ministry allows this property to be formally included in these proposals and**

identified as the official place of residence of the yet to be appointed team vicar. Whilst legally it remains the case that there can only be one designated parsonage house per benefice (being the formal place of residence of the actual Incumbent, in this case, the team rector), and therefore this property will still need to be transferred to vest in the Board of Finance, in this case clause 8(2)(a) clearly sets out that ‘diocesan purposes’ provides for its continued primary use to be clergy housing for the benefit of mission in the immediate area.

Publication of this draft Scheme by the Commissioners does not mean that we have taken a view on the merits of the diocesan case. We have a duty to publish draft Schemes based on diocesan proposals.

If we receive representations against the draft Scheme, we will send all representations, both for and against, to the Bishop whose views will be sought. Individual representors will then receive copies of our correspondence with the Bishop (including copies of all the representations) and they may comment further in writing to us in light of the diocesan response if they so wish.

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

Team chapter and team

1. Under section 34(1) of the Mission and Pastoral Measure 2011 the persons who are to share the cure of souls within the area of the benefice will constitute a team chapter and the team chapter together with the other persons referred to in clause 3(3) will constitute the team.
2. Section 13(1) and paragraphs 19 and 20 of Schedule 2 to the Patronage (Benefices) Measure 1986 apply to the appointment of a team rector whereby the registered patron of a vacant benefice shall not make any priest an offer to present him or her to a benefice until the making of the offer to the priest in question has been approved by parish representatives of each parish in the team and the Bishop.
3. Paragraph 2(6) of Schedule 3 to the Mission and Pastoral Measure provides that before the body or other persons who are entitled to choose a person to be a vicar in a team ministry make their choice, they shall consult -
 - (a) the other members of the team;
 - (b) the parochial church council of every parish in the team ministry; and
 - (c) if a special cure of souls in respect of a part of the area is to be assigned in accordance with section 34(7)(a) to the vicar, any district church council concerned.

4. Paragraph 2(7)(a) of Schedule 3 to the Mission and Pastoral Measure provides that the body or other persons who are entitled to choose a person to be a vicar in a team ministry shall not make to any person an offer of appointment as such until the making of the offer to the person in question has been approved by the parish representatives of each parish in the team.

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.

Clause 7(2)

6. The above clause has been included to ensure that any person holding an office of assistant curate (however described) shall as consequence of the union of the benefices effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice of Bradfield, Bucklebury and Stanford Dingley. 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.

The Reverend Caroline Newbold

7. The Bishop has given Mrs Newbold Permission to Officiate (PTO) in both of the existing benefices. It is intended that this PTO will continue in the proposed arrangements.

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/more/parish-reorganisation-and-closed-church-buildings/mission-and-pastoral-measure-2011-and-code#na>

Archbishop	Senior bishop with authority over a Province - of Canterbury and of York.
Archdeacon	An office held by a senior clergy person appointed by the bishop with an administrative responsibility over an archdeaconry. Some of his/her duties are laid down by law but in other respects his/her duties 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 (s)he is appointed and may comprise one or more parishes. A benefice may be a rectory or vicarage from which the incumbent is called rector or vicar.
Bishop	In the Church of England the bishop is the central focus of organisation and ministry within his/her diocese. He/She is the chief pastor and authority and shares the cure of souls with all the incumbents of that diocese. He/She is also, in his/her own person, the chief representative of the diocese in the work of the wider church. He/She may be assisted by suffragan or assistant bishops.
Bishop's Pastoral Order	An amendment made in 2018 to the Mission and Pastoral Measure 2011 to enable fairly minor matters to be dealt with by the Bishop at the local/diocesan level and for which there are no rights of objection. e.g. changing the name of a benefice or parish.
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. (not going to mention here about continuing to retain freehold on e.g. a union, but not when named 1st TR or TV of a new TM – as likely to be unnecessarily confusing for a 'glossary' – which just 'glosses' on certain matters)
Chapel of Ease	A consecrated church that it is not a parish church but is within a parish that (normally) does have a parish church. Originally 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 augment the Diocesan Stipends Fund or provides housing for those involved in the cure of souls.
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

Glossary of words commonly used in Pastoral Reorganisation

	rector or a vicar - with responsibility for the cure of souls. May be assisted by curate, deacon, licensed lay worker, retired priest etc.
Joint Council	A provision brought about by the Church Representation and Ministers Measure 2019, which may only be established under the Church Representation Rules, and deals with matters that may be delegated to it by the PCCs concerned. Please note that it is now no longer possible for any new group councils, team councils or joint PCCs to be established under the CRRs (or for a time-limited permissive option under the Mission and Pastoral Measure 2011 process).
Leave to Appeal	Any person who makes a representation to the Commissioners against a pastoral scheme 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 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.
Mission, Pastoral and Church Property Committee	A Committee of the Commissioners' Board of Governors which makes decisions on representations on pastoral, church buildings, houses and glebe matters. It is chaired by the Third Church Estates Commissioner.
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 unless there are other churches in the benefice where this can happen and/or certain other dispensations have been provided for under the Canons. 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 new church or existing 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 incumbent.
Parsonage House	The official place of residence of an incumbent of a benefice. The house belongs to the incumbent in right of his or her 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 changes in pastoral reorganisation made under the Mission and Pastoral Measure 2011. A Pastoral Church Buildings Scheme is required where a closure of church building is being proposed – or a Pastoral (Church Buildings Disposal) Scheme if it deals with an already closed (former) church building
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 separate benefices by one incumbent. This can only be authorised by a scheme or order or Bishop's Pastoral Order under the Mission and Pastoral Measure 2011.
Priest in Charge	A priest given charge of a suspended benefice by licence of the bishop. (S)he has not been presented and is not the incumbent but holds office under common tenure.
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.
Restriction/Suspension of presentation	Where a patron's right of presentation is restricted (where consultation about pastoral reorganisation has begun or the bishop has asked the DMPC to consider it) or suspended (where pastoral reorganisation or replacement of parsonage house may be considered).
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. (S)he shares

Glossary of words commonly used in Pastoral Reorganisation

the cure of souls with the team vicars.

Team Vicar

A priest of incumbent status in a team ministry, other than the team rector. (S)he shares the cure of souls with the team rector and other team vicars.



Notice

Mission and Pastoral Measure 2011 Draft Pastoral Scheme

11th July 2024

The Church Commissioners have prepared a draft Scheme in respect of proposals sent to them by the Bishop of Oxford for the proposed: union of the benefice of Bradfield and Stanford Dingley and the benefice of Bucklebury with Marlston (their constituent parishes to remain distinct); establishment of a team ministry for the new benefice of Bradfield, Bucklebury and Stanford Dingley; cure of souls in the new benefice to be shared by a team rector and one team vicar; appointment of the team rector; housing arrangements for the team; and future patronage arrangements for the new benefice.

The draft Scheme is on our website 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) by post or, preferably, by email to reach me no later than midnight on **Monday 19th August 2024**. If I have not acknowledged its receipt, please ring or e-mail me. For administrative purposes, a petition will be classed as a single representation and we will only correspond with the sender of the petition, if known, or otherwise the first signatory for whom we 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 the Commissioners regarding your representation if they decide a hearing should be held regarding the case.
- If we receive representations against the draft Scheme, we 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 be published on the Commissioners' website if the matter needs to be considered by the Commissioners.
- If a hearing is held, anyone may attend the meeting of the Commissioners' Committee that considers the case and representors may have an opportunity to speak to it. Otherwise, if a hearing is not to be held, the case will be considered in private and you will be informed accordingly.
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- 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 www.churchofengland.org/consultation for further information about the procedure.

Joanna Chandler-Clarke, Case Officer

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Email address: joanna.chandler-clarke@churchofengland.org

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