

## Meeting of Parishioners

The meeting is usually held at the same time as the annual parochial church meeting, but the two meetings are legally distinct. Parishioners as defined above may attend the first but only those whose names are on the church electoral roll may attend the second.

The meeting of the parishioners is convened by the minister or the churchwardens of the parish. Usually a pack is sent by the Diocesan office containing the relevant notice. The notice, stating the date, time and place of the meeting is signed either by the minister or a churchwarden and is fixed on or near the principal door of the parish church and of any other building licensed for public worship in the parish. It must be up for a period including the last two Sundays before the meeting. The meeting itself must take place annually prior to 30th April.

The minister is the chairman of the meeting but if for some reason he is not present, then the chairman is chosen by the meeting. Someone must be appointed to take the minutes, usually the secretary of the PCC.

