

ARCHDEACONRY (please indicate)      NEWARK / NOTTINGHAM

PARISH and CHURCH \_\_\_\_\_

DEANERY \_\_\_\_\_

## DECLARATION BY CHURCHWARDEN

Name in Full: \_\_\_\_\_  
(please indicate Christian name normally used)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E-mail: \_\_\_\_\_

Tel: \_\_\_\_\_

I **DECLARE** that I will faithfully and diligently discharge the duties of the office of churchwarden for the above parish during the period of my appointment, and that I am not disqualified from holding office as a churchwarden under Section 2 (1), (2) or (3) of the Churchwardens Measure 2001.

Signed \_\_\_\_\_

Date \_\_\_\_\_

### Notes:

(1) For further information about the duties of churchwardens, see overleaf.

(2) The disqualifications mentioned above are:

- (a) disqualified from being a charity trustee under S.72 (1) of the Charities Act 1993 and the disqualification is not for the time being subject to a general waiver by the Charity Commission under S.178 of the Charities Act 2011 nor to a general waiver by it under section 181 of that Act or to a waiver by it in respect of all ecclesiastical charities established for purposes relating to the parish; or
- (b) disqualified from being a charity trustee by an order under section 181A of the Charities Act 2011.
- (c) inclusion in a barred list (within the meaning of Safeguarding Vulnerable Groups Act 2006);
- (d) having a conviction for any offence covered by Schedule 1 of the Children and Young Persons Act 1933;
- (e) disqualification under S.10(6) of the Incumbents (Vacation of Benefices) Measure 1977.

***If you are in any doubt as to whether you are disqualified***, please consult the diocesan registrar before signing this form.

(3) This form, when completed, must be returned to the Diocesan Registry, Jubilee House, Westgate, Southwell, Notts NG25 0JH **BEFORE** attending the Visitation.

## CANONS OF THE CHURCH OF ENGLAND

### CANON E1 – OF CHURCHWARDENS

1. The churchwardens of parishes and districts shall be chosen in accordance with the Churchwardens Measure 2001, and any other Measure, Act, or scheme affecting churchwardens.
2. (a) At a time and place to be appointed by the bishop annually, being on a date not later than 31st July in each year, each person chosen for the office of churchwarden shall appear before the bishop, or his substitute duly appointed, and be admitted to the office of churchwarden after:-
  - i) making a declaration in the presence of the bishop or his substitute, that he will faithfully and diligently perform the duties of his office; and
  - ii) subscribing a declaration to that effect and also that he is not disqualified under section 2(1), (2) or (3) of the Churchwardens Measure 2001.

(b) In relation to a filling of a casual vacancy the reference in paragraph (a) above to the 31st July shall be construed as a reference to a date three months after the person who is to fill the vacancy is chosen or the date of the next annual meeting of the parishioners to elect churchwardens, whichever is the earlier.
3. Subject to any provision of any Measure, Act, or scheme relating to the resignation or vacation of their office, the churchwardens so chosen and admitted shall continue in their office until they, or others as their successors, be admitted in like manner by the bishop or his substitute duly appointed, or if no such person is so admitted by 31st July in the year in question, until that date.
4. The churchwardens when admitted are officers of the bishop. They shall discharge such duties as are by law and custom assigned to them; they shall be foremost in representing the laity and in co-operating with the incumbent; they shall use their best endeavours by example and precept to encourage the parishioners in the practice of true religion and to promote unity and peace among them. They shall also maintain order and decency in the church and churchyard, especially during the time of divine service.
5. In the churchwardens is vested the property in the plate, ornaments, and other movable goods of the church, and they shall keep an inventory thereof which they shall revise from time to time as occasion may require. On going out of office they shall duly deliver to their successors any goods of the church remaining in their hands together with the said inventory, which shall be checked by their successors.
6. In this Canon "bishop" means the bishop of the diocese concerned.

Churchwardens Declaration  
Churchwardens Measure 2001