



List of Terms frequently used in Pastoral Schemes

- 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's Mission Order*** An Order made by the Bishop to formalise mission initiatives that create a new Christian community. These may involve more than one parish or be ecumenical.
- Chapel of Ease*** A consecrated church that it is not a parish church but is within a parish that does have a parish church. Originally for the ease of parishioners who could not attend the parish church.
- Church*** Strictly, and exclusively for the purposes of the Pastoral Measure, a consecrated building used for public worship.
- 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.
- Churchwardens*** The chief lay officers of a parish elected annually by parishioners with the consent of the incumbent. The number and qualifications of and the time and manner of choosing churchwardens are regulated by the Churchwardens Measure 2001. There are normally two churchwardens of every parish. They have various statutory duties. They have the right to make representations on a proposed glebe sale when the benefice is vacant and to receive notices under the Pastoral Measure and the Parsonages Measures if there is no parochial church council. They are frequently appointed as sequestrators during vacancies of benefices.
- Churchyard*** Consecrated land attached to a church that has often been used for burials.
- Civil Parish*** Until 1866 ecclesiastical parishes were also used as units of local government, but from this date a new unit known as the 'civil parish' was established. Sometimes these were identical to the older church parishes, but more often they were based around other divisions. Since 1866 these two types of parish have followed separate patterns of change, so in most cases the boundaries of these two units do not coincide.
- Collation*** The act of both presenting a priest to a benefice and of instituting him or her to that benefice when the bishop is patron.
- Commonwealth War Graves Commission*** A body established by Royal Charter whose duties are to mark and maintain the graves of Commonwealth forces

	who died in the two World Wars.
Consecration	The act of setting apart land or buildings for sacred uses for all time. Performed by the bishop upon the decree of an ecclesiastical court. In the eyes of the law consecrated land can be used for none other than sacred purposes unless this legal aspect is set aside by due process of law. (Note: The law does not provide for 'deconsecration' e.g. when a church is declared redundant the Pastoral Measure refers to removing the 'legal effects of consecration': the spiritual effects of consecration cannot be removed by legal process.)
Conventional District	A defined area placed under the care of a curate in charge (called the Minister of the Conventional District) with a district church council, by agreement between the incumbent(s) and bishop. They are not parishes but can have all the apparatus of a parish. They are often thought of as experimental parishes pending their creation as proper parishes in their own right.
Conveyance/Transfer	The act by which title to property is conveyed/transferred from one party to another. Commonly refers to the legal document which sets out the details of what is to be conveyed/transferred. (Transfers relate to titles registered with H.M. Land Registry.)
Covenant	A legally binding agreement included in a conveyance or lease, between two or more parties to do, or to refrain from doing, a specified act. Covenants can be positive or negative.
Curate	Generally used to describe an assistant curate to an incumbent. Such assistant curates are licensed to their work by the bishop.
Curate in Charge	An assistant curate put in charge of an area within the parish, often with responsibility for a second or daughter church.
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'.
Deed	A written document giving effect to some legal arrangement or transaction, signed and sealed by the parties involved.
Detached area	Part of the area of a parish detached from the main area of the parish.
Diocesan Mission and Pastoral Committee	Statutory Committee established by the Dioceses Pastoral and Mission Measure 2007. Its duty is to keep under review the arrangements for pastoral care in the diocese and, as appropriate, to make recommendations to the bishop.
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.
Draft	As in draft “pastoral” or “redundancy” scheme. A document issued for consultation purposes.
Endowment	Capital (including land or securities) often deriving from gifts and held to provide an income, e.g. to the holder of an office.
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 Pastoral Measure, 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	The freehold owner of a benefice - can be either a rector or a vicar - with responsibility for the cure of souls. May be assisted by curate, deacon, licensed lay worker, retired priest etc.
Incumbent Designate	A priest who has been presented to a benefice by the patron but not yet instituted and inducted. Such a person does not enjoy the legal rights of an incumbent. Alternatively a priest on the point of presentation and often named in a pastoral scheme.
Interested Party	One of the statutory persons or bodies that the Diocesan Mission and Pastoral Committee is required to consult in accordance with s.3 of the Pastoral Measure.
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 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.
Measure	The Church of England equivalent of an Act of Parliament. The General Synod has powers to formulate Measures which must be approved by Parliament and receive the Royal Assent. Whilst Parliament can reject a Measure it has no power to amend one. Measures form part of the laws of England.
Members ('Other') of a Team Ministry	May be clerical or lay. They share the pastoral care of the area with the team rector and team vicars, but NOT the cure of souls.
Mission Church	Used loosely to describe a 'daughter church', usually an unconsecrated building.
Order in Council	Ordinarily a government decree made under the authority of a statute. Also the means by which some ecclesiastical legislation becomes law. Formally a decree of the sovereign and Privy Council.

<i>Parish</i>	The basic geographical unit over which an incumbent has cure of souls. There may be several parishes within the area of one benefice.
<i>Parish Centre of Worship</i>	An unconsecrated Place of Worship designated by the bishop under s.29 of the Pastoral Measure, whereupon for most purposes (other than marriage) it is regarded as a parish church.
<i>Parish Church</i>	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.27(2) of the Pastoral Measure 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 Mission and Pastoral Committee and the Diocesan Advisory Committee.
<i>Parochial Church Council</i>	Representative body of parishioners elected from those on the electoral roll in accordance with the Church Representation Rules. Usually chaired by incumbent.
<i>Pastoral Church Buildings Schemes</i>	The act of closing a church for regular public worship under the Pastoral Measure, as amended by the Dioceses Pastoral and Mission Measure 2007.
<i>Pastoral (Church Buildings Disposal)Scheme Pastoral Measure</i>	A document which provides for the future of a church closed for regular public worship. A draft scheme is issued for consultation purposes. 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.
<i>Pastoral Order</i>	A document which effects changes in pastoral reorganisation made under the Pastoral Measure. Differs from a pastoral scheme mainly in that it deals with lesser matters and the procedures are simpler.
<i>Pastoral Scheme</i>	A document which effects more complex changes in pastoral reorganisation made under the Pastoral Measure.
<i>Patron/Patronage</i>	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).
<i>Place of Worship</i>	An unconsecrated building in a parish licensed by the bishop for public worship. It may additionally be licensed for marriages.
<i>Plurality</i>	The holding of two or more separate 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 Pastoral Measure.
<i>Presentation</i>	The act, by a registered patron, of presenting a priest to fill a benefice.
<i>Priest in Charge</i>	A priest given charge of a parish by licence of the bishop. (S)he has not been presented and therefore does not own the freehold of the benefice.
<i>Rector Rectory</i>	The incumbent of a rectory. Historically a benefice where the whole of the tithe and

glebe land were available for the maintenance of the minister. Rectories have also been created by statute e.g. a benefice where a team ministry is established. Also the house where a rector lives.

Representations

The Pastoral Measure 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.

Reverter

Provision in a conveyance for all or part of the property to return to the original grantor or his or her successors either at a specified time or when no longer required for its original purpose.

Shortened Procedure

The common name for the procedure under s.14 of the Pastoral Measure whereby, if all the interested parties agree to pastoral proposals which can be implemented by a pastoral order, the bishop can make the order without the need for a period inviting representations. The Commissioners are not involved in such cases.

Statement of Reasons

A written statement from the Church Commissioners explaining their reasons whether to allow diocesan proposals under the Pastoral Measure to proceed notwithstanding representations.

Statutory Declaration

Obtained when title deeds to a property cannot be found. It is a declaration made by someone who has known the property for an amount of time and is to the effect that they are not aware of anyone other than person X claiming title to the property. It is almost invariably the case that title documents to ancient churches cannot be found (if they ever existed at all).

Suspension of Presentation

A priest is 'presented' to the bishop as a candidate for a living by the patron. However, the bishop can initiate a period of suspension with the consent of the diocesan pastoral committee and after local consultation. During such a period of suspension no-one may be presented to the living without the consent of the bishop and the diocesan pastoral committee. Such periods of suspension may not exceed five years but are capable of renewal for further periods of five years.

Team Council

Where a team ministry is established 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. (S)he 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. (S)he shares the cure of souls with the

	team rector and other team vicars.
Title	Documentary proof of ownership of land. This may take the form of deed(s), a Land or Charge Certificate issued by H.M. Land Registry or, where no such evidence exists, a statutory declaration by a person who has known the property for many years. Before property is conveyed or transferred it is necessary for the vendor to establish title to the satisfaction of the purchaser.
Tombstones, monuments and memorials	Found within churches or churchyards. They commemorate deceased persons whether or not they are buried in the building or land. They remain the property of the heirs-at-law of the deceased and may, in certain circumstances, be removed or re-sited in advance of the disposal of a closed church/churchyard. If not removed they will pass into the ownership of the new user.
Trust	The holding of money or property for a particular purpose by a body or group of individuals legally entrusted with its administration.
Trust Deed	A legal document by which a trust is created and in which its conditions are set out.
Use-seeking period	Period within which diocesan redundant churches uses committee has to find suitable alternative uses for redundant churches. Normal maximum of 2 years but can be extended in certain circumstances.
Vesting	The transfer of church property to e.g. the Churches Conservation Trust or a diocese without any conveyance or other assurance.
Vicar	The incumbent of any benefice that is not a rectory.