**Section 11 Meeting**

Meeting of the PCC to transact business required by Section 11 of The Patronage (Benefices) Measure 1986

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| **Date:** |  |
| **Time:** |  |
| **Location:** |  |

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| **Item** | | **Appendix** | **Responsibility** |
| **Chair:** <Insert Chair> | | | |
| 1 | Appointment of Chairman for meeting |  |  |
| 2 | Prayers |  |  |
| 3 | To note that the Diocesan Direction of HR as Designated Officer has given notice of the consequent vacancy. |  |  |
| 4 | To appoint two representatives to act in connection with the vacancy. |  |  |
| 5 | To decide whether or not to request the patron to advertise the vacancy. |  |  |
| 6 | To decide whether or not to request a meeting with the patron and the Bishop in accordance with section 12 of the Measure. |  |  |
| 7 | To decide whether or not to request a written statement from the Bishop. |  |  |
| 8 | 1. In relation to the Priests (Ordination of Women) Measure 1983, to decide: whether or not to make a Letter of Request. (See the ‘Filling a Parish Vacancy’ document). 2. Decide how to advertise 3. Discuss, check and approve parish profile and fact sheet |  |  |
| 9 | Close of meeting |  |  |