

8 Church Rules Update

Proposed New Church Rules summary [with clarifications](#) - 8 April 2025

Background

The Incorporated Societies Act 2022 (the 'new Act') has recently been passed by Parliament to update and replace the old 1908 Act, which according to the experts "has been long overdue for an upgrade."

This new Act requires all 24,000 incorporated societies in New Zealand including CCAANZ Churches, to update their rules to comply with this new Act, with the deadline for this being 6 April 2026.

What is our AGM being asked to do?

We are being asked to vote on and approve this proposed set of 'new Act' compliant Church Rules.

We want to approach this with care, because Rules express 'how we do things' as a church.

[To clarify: because we are affiliated with CCA, the below rules are necessary for us as an Incorporated Society, but the rules are secondary to CCA Canons and policies. This is captured in Rules 4.1 and 4.2](#)

[The CCAANZ Rules are established by formal Synod governance processes and apply to all affiliated churches including Redeemer.](#)

[They are accessible online here: <https://confessinganglicans.nz/> This detail is added to 33.1.5.](#)

Changes involved?

[The below document contains the final set of Church Rules, with edits removed. It can be compared with the document sent on the email dated 5/4/25.](#)

Parry Field Lawyers in Christchurch have worked to provide a standard set of changes to the standard set of church rules in conjunction with the CCA Registrar, for the sake of all CCA churches.

Many changes are due to a re-ordering of things: where principles are at the front, and particulars are now found in an end 'Schedule'. There are changes of names: Office Holders not Officers; Parish Council not Vestry. Mostly there are new-Act clarifications, e.g. Adding contact info, how to alter the Rules; etc.

Changes of substance

These have been summarised by our Registrar Steve Jukes.:

- a. Dispute Resolution: Section 32 is new, giving CCA mechanisms with the Act providing a final mechanism.
- b. Alteration of Rules: Section 29 sets out minor and major changes and the process involved.
- c. Provisions for AGMs and Special General Meetings: Section 26 clarifies requirements in detail.
- d. Conflict of interest management. Section 23 spells out the process to identify and handle these.
- e. Clarification of Officers. Section 9. Responsibilities are further spelled out in Schedule section 9.
- f. membership process: sections 13-17 clarifying this in much greater detail.
- g. and member information availability for motions section 27.

Some particulars to consider

Rule 6.3 is a Redeemer church specific rule (from our AGM in 2021) which is retained here.

Rule 26.2 - AGM required date is now given flexibility within standard new-Act bounds.

[Rule 33.1.5 – Defines CCAANZ Rules and provides the website address to access these.](#)

A motion for the AGM

[Having received a template set of Church Rules which is consistent with CCA Rules, and compliant with the New Incorporated Societies Act \(2022\),](#)

[This AGM receives and approves the Redeemer Church Rules dated 13 April 2025 to come into effect and to supersede the Redeemer Church rules dated 21 February 2021.](#)

Garry Carleton / Paul Collins

Rules of Redeemer Church West Christchurch Incorporated



Approved by AGM motion: 21 February 2021

Proposed update for consideration at AGM 13 April 2025

The Church

1. Name

- 1.1. The name of the church is Redeemer Church West Christchurch Incorporated ("the Church").
- 1.2. The Church is constituted by resolution dated 24th November, 2019.
- 1.3. The Church affiliated to CCAANZ on 14th April 2019.

2. Designated Contact Person

- 2.1. New Zealand legislation requires that the Church must have at least one (and up to three) designated Contact Person who is at least 18 years old and ordinarily resident in New Zealand.
- 2.2. The designated Contact Person of the Church will be appointed by the Parish Council at its first meeting after each Annual General Meeting, and the relevant government agency be notified of the appointment.

3 Purposes of Church

3.1 The purposes of the Church are to:

- 3.1.1 Proclaim the Gospel of Jesus Christ as revealed through the Holy Scriptures, and all that accords with sound doctrine;
- 3.1.2 Teach only the doctrine and interpretation of the Christian faith as found in the Holy Scriptures and expressed in:
 - 3.1.2.1 The 39 Articles of Religion;
 - 3.1.2.2 The Book of Common Prayer (1662);
 - 3.1.2.3 The Form and Manner of Making, Ordaining, and Consecrating Bishops, Priests, and Deacons ("The Ordinal");
 - 3.1.2.4 The Apostles' Creed, the Nicene Creed and the Athanasian Creed; and
 - 3.1.2.5 The Jerusalem Declaration (2008);
- 3.1.3 Rightly administer the sacraments of Baptism and the Lord's Supper;
- 3.1.4 Disciple Members to grow in faith and godly living by providing loving pastoral care of Members which on occasion may include discipline with a view to restoration.
- 3.1.5 Organise weekly worship; and to pray for the church and world.
- 3.1.6 Know Jesus and make Him known.
- 3.1.7 Do anything necessary or helpful to the above purposes.
- 3.1.8 Obtain and maintain charitable status.

3.2 To unite with CCAANZ as an Anglican Church under CCAANZ's Constitution and Canons and to uphold and promote the purposes of CCAANZ.

3.3 If the Church is registered under the Charities Act 2005 in accordance with clause 3.1.8, then the activities of the Church shall be carried out exclusively for Charitable Purposes and not for the private pecuniary profit of any individual.

Church of Confessing Anglicans Aotearoa New Zealand

4 Affiliation to CCAANZ

- 4.1 The Church is affiliated and united with CCAANZ.
- 4.2 If the Church is or becomes affiliated with CCAANZ (and its affiliation is accepted by CCAANZ), the following applies (subject to clause 4.4):
 - 4.2.1 The Church (including licensed clergy) and its Members are bound by, and must comply with, the CCAANZ Rules; and
 - 4.2.2 These Rules apply subject to the CCAANZ Rules and, for clarity, in the event of any conflict or inconsistency, CCAANZ Rules will take priority over these Rules.
- 4.3 If the Church is not affiliated with CCAANZ, references to CCAANZ and the CCAANZ Rules (or references to any matter specific to CCAANZ) in these Rules are to be ignored and have no effect.
- 4.4 Notwithstanding anything in the CCAANZ Rules or these Rules which purport to bind the Church to the CCAANZ Rules, the Church may disaffiliate from CCAANZ by Special Resolution.
- 4.5 This clause 4 cannot be amended or revoked except by Special Resolution.

Organisation of the Church

5. Church Leadership

- 5.1. The Church shall have an ordained senior minister, holding the designation of Vicar, to be appointed in accordance with the CCAANZ Rules and to remain in office until his position ceases in accordance with Rule 7.
- 5.2. The Church may have another ordained minister or other ordained ministers licenced by the bishop, holding the designation of assistant minister ("Assistant Minister") to be appointed in accordance with the CCAANZ Rules and to remain in office until his position ceases in accordance with Rule 7.
- 5.3. The Church may appoint or employ lay ministers and staff in accordance with the CCAANZ Rules and these Rules.
- 5.4. The Vicar, any Assistant Ministers, and any lay ministers licensed by the Bishop must comply with any standards of ethical conduct set out in the CCAANZ Rules.
- 5.5. The Church shall have two churchwardens ("Churchwardens"), being Members aged 20 years or over, one appointed by the Vicar ("Vicar's Warden") and one elected by the Members ("People's Warden"), in accordance with the CCAANZ Rules, the appointment to be announced and the election to take place at each Annual General Meeting.
- 5.6. The Church shall have a committee charged with the governance and good order of the Church ("Parish Council" also known as "Vestry"), consisting of those persons set out in the CCAANZ Rules, provided that Parish Council shall include not fewer than 3 but not more than 10 Voting Members, to be elected annually by the Voting Members (in addition to the Office Holders) [see Rule 5.6 of the Schedule].
- 5.7. The Vicar and the Churchwardens shall be the Office Holders of the Church.
- 5.8. Synod Representatives are to be elected or appointed and hold office in accordance with the CCAANZ Rules.
- 5.9. Only Voting Members of the Church may be Churchwardens, Synod Representatives, and Parish Council Members. A Voting Member may hold office as a Churchwarden and Synod Representative at the same time.

- 5.10. No person ineligible to be an Officer as defined by the Charities Act 2005 or the Incorporated Societies Act 2022 is eligible for election or appointment as a Churchwarden or election as a Synod Representative or Parish Council member.

6. Elections

- 6.1. Nominations for elections for People's Warden, Synod Representatives (if necessary) and Parish Council members shall be called for at least 21 Days before an Annual General Meeting (or such lesser period of time as determined by Parish Council). Each candidate shall be proposed and seconded in writing by Voting Members and the completed nomination delivered to the Church Administrator or other person as determined by Parish Council. Nominations shall close at 5pm on the seventh Day before the Annual General Meeting;
- 6.2. All Office Holders who cease to be an Office Holder pursuant to clause 7.1 shall be eligible for re-election at the Annual General Meeting or re-appointment (as appropriate).
- 6.3. The elected period is from one AGM to the next. It is intended that members are elected for 2 or more years up to a maximum of 5 years continuous service.

7. Cessation of Parish Council members and Clergy members

- 7.1. Persons cease to be an Parish Council member or Clergy member if:
- 7.1.1. They resign by giving written notice to Parish Council (or to the Vicar in the case of the Vicar's Warden);
 - 7.1.2. They are removed by Majority vote of the Voting Members at a Church Meeting (or are removed from office by the Vicar in the case of the Vicars Warden);
 - 7.1.3. Their term expires;
 - 7.1.4. Their position is declared vacant in accordance with Rule 11.2;
 - 7.1.5. They become ineligible to be a Trustee under the Charities Act 2005 or Incorporated Societies Act 2022;
 - 7.1.6. The CCAANZ Rules so provide; or
 - 7.1.7. They die.
- 7.2. If a person ceases to be a Parish Council member or Clergy member, that person must, within one month give to Vestry all Church documents and property whatsoever held by the person ceasing to be a Parish Council member or Clergy member.
- 7.3. The Vicar's position as Vicar ceases if his position is terminated in accordance with any applicable CCAANZ Rules or if his licence issued by the Bishop is revoked. The Vicar's position as Vicar ceases temporarily if his licence issued by the Bishop is suspended.
- 7.4. Any person holding a ministerial position (whether ordained or lay) will cease his position if terminated in accordance with any applicable CCAANZ Rules or if his licence issued by the Bishop is revoked.

8. Role of Parish Council

- 8.1. Parish Council's role is set out in the CCAANZ Rules and Rule 8.1 of the Schedule. Subject to the CCAANZ Rules and these Rules, Parish Council may regulate its own practices.
- 8.2. Parish Council must comply with or give effect to any applicable CCAANZ Rules and appoint people to positions as required by any CCAANZ Rules.
- 8.3. Parish Council has all of the powers of the Church, unless Parish Council's power is limited by the CCAANZ Rules or these Rules, or by a majority decision of the Voting Members; and has all the functions and powers necessary to give effect to Section 46 of the Incorporated Societies Act 2022.

- 8.4. Decisions of Parish Council bind the Church, unless Parish Council's power is limited by the CCAANZ Rules or these Rules or by a majority decision of the Voting Members.
- 8.5. Parish Council must appoint four parish nominators at the first Parish Council meeting after the Annual General Meeting in accordance with, and subject to, the CCAANZ Rules.

9. Roles of Office Holders

- 9.1. The Vicar is responsible for those matters set out in the CCAANZ Rules and rule 9.1 of the Schedule.
- 9.2. The Vicar must comply with the CCAANZ Rules, these Rules and any licence issued by the Bishop, and ensure as appropriate that the Church and its Members comply with the CCAANZ Rules and these Rules.
- 9.3. The functions and powers of the Churchwardens are as set out in the CCAANZ Rules and rule 9.3 of the Schedule.

10. Synod Representatives

- 10.1. The role of the Synod Representatives is set out in the CCAANZ Rules and includes reporting on matters relating to Synod as requested by Parish Council.

11. Vacancies in Church positions

- 11.1. Vacancies in Church positions (which include the Vicar, the Churchwardens, Synod Representatives and Parish Council members) are to be filled in accordance with the applicable CCAANZ Rules and (to the extent not inconsistent with CCAANZ Rules) these Rules.
- 11.2. If any Parish Council member is consistently absent without leave of absence the Chair Vicar may, following consultation with Parish Council, declare that person's position to be vacant.
- 11.3. Rules 11.3 to 11.14 of the Schedule apply to the extent that there are no applicable CCAANZ Rules applying to a vacancy.

12. Parish Council Meetings

- 12.1. Parish Council meetings may be held via video or telephone conference, or other formats as Parish Council may decide.
- 12.2. No Parish Council meeting may be held unless a quorum is present, which is more than half of Parish Council Members including a Churchwarden are in attendance.
- 12.3. The Vicar shall chair Parish Council meetings, or if the Vicar is absent or decides not to chair, the Vicar (or Parish Council in the absence of any direction by the Vicar) will choose another Parish Council Member to chair the meeting.
- 12.4. Unless otherwise required by the CCAANZ Rules or these Rules decisions of Parish Council shall be by majority vote and recorded in minutes of Parish Council, which must be approved by Parish Council.
- 12.5. In the event of an equal vote, the Chair shall have a casting vote, that is, a second vote.
- 12.6. Only members of Parish Council present at a Parish Council meeting may vote at that Parish Council meeting.
- 12.7. Subject to the CCAANZ Rules and these Rules, the procedure to be adopted at Parish Council meetings is for Parish Council to decide. It may appoint committees or subcommittees to act for it or report to it.
- 12.8. The Chair shall adjourn the meeting if and when necessary.
- 12.9. Adjourned Meetings: If, within half an hour after the time appointed for a meeting a quorum is not present, the meeting shall stand adjourned to a day, time and place determined by Parish Council.

- 12.10. Where half or more of the Parish Council present at a Parish Council meeting are not eligible to vote on a matter because they are interested in the matter in accordance with section 62 of the Incorporated Societies Act 2022, a Special General Meeting must be called to determine the matter.

Church membership

13. Admission of Members

- 13.1. To become a Member, a person ("the Applicant") must (subject to the CCAANZ Rules):

- 13.1.1. Profess that Jesus Christ is Lord and Saviour;
- 13.1.2. Be a regular attendee of the Church for at least three (3) months;
- 13.1.3. Agree to the purposes and aims of the Church; and
- 13.1.4. Consent to be a member;
- 13.1.5. Agree to be registered on the Register of Members; and,
- 13.1.6. Agree that their name and membership status may be disclosed to CCAANZ.

14. Types of Members

- 14.1. Membership is comprised of two different categories:

- 14.1.1. General Member: Subject to clause 14.3 any person admitted as a Member under clause 13;
- 14.1.2. Voting Member: Any General Member who meets the requirements set out in the CCAANZ Rules [see also rule 14.1.2 of the Schedule.]

- 14.2. General Members and Voting Members are together known as the "Members" or the "Membership".

- 14.3. This clause 14.3 applies to persons under 16 years of age. The requirements set out in clause 13 are to be modified as necessary based on the age of the person and any person under 16 years of age requires the consent of a parent or guardian to become a Member under clause 13.

- 14.4. Members have the rights and responsibilities set out in the CCAANZ Rules and these Rules.

15. The Register of Members

- 15.1. The Church Administrator shall keep a register of Members ("the Register"), which shall contain:

- 15.1.1. the names, the postal and email addresses and telephone numbers of all Members;
- 15.1.2. the dates at which they became Members;
- 15.1.3. Any other information required by the CCAANZ Rules; and be maintained in accordance with the CCAANZ Rules.
- 15.1.4. The name of each person who has ceased to be a Member of the Church within the previous seven years and the dates at which they ceased to be a Member.

- 15.2. If a Member's contact details change, that Member shall give the new postal or email address or telephone number to the Church Administrator.

- 15.3. The Church Administrator will regularly review the Register (but no less than annually including before any person or people are nominated for election to any position), and make any amendments as necessary to keep the register up to date.

- 15.4. Members shall have reasonable access to the Register of Voting Members, insofar as the privacy policy of the Church and the Privacy Act 2020 allows.

16. Cessation of Membership

- 16.1. Any Member may resign by giving written notice to Parish Council or to the Church Administrator.
- 16.2. A Member's membership may be terminated:
 - 16.2.1. In accordance with any applicable CCAANZ Rules; or
 - 16.2.2. If the Member remains uncontactable despite Parish Council making a reasonable attempt to contact the Member.
- 16.3. A unanimous consensus of Parish Council at a meeting shall be required in order to terminate a Member's Membership under clause 16.2.2 and no period of prior notice shall be required for such termination.
- 16.4. A Member whose Membership has been terminated under clause 16.2.2 may seek to rejoin as a Member of the Church by following the process provided for in clause 13.

17. Obligations of Members

- 17.1. All Members shall promote the purposes of the Church and shall do nothing to bring the Church into disrepute.

Administration of the Church

18. Powers of the Church

- 18.1. Subject to Rule 18.2 and Rule 19, in accordance with section 18 of the Incorporated Societies Act 2022 the Church has full capacity to carry on or undertake any activity, do any act, or enter into any transaction; and full rights and privileges when so acting.
- 18.2. The Church must comply with any CCAANZ Rules relating to:
 - 18.2.1. Any acquisition, encumbering or disposal of real property by or on behalf of the Church; and
 - 18.2.2. The assessment and payment of any quota to CCAANZ.
- 18.3. Subject to the restrictions contained in Subpart 6 of Part 3 of the Incorporated Societies Act 2022, the Church may hold indemnities or insurance for its officers, Parish Council members, members, or employees, and this includes the ability to indemnify or insure its officers for a failure to comply with their officers' duties or any other duty imposed on the officer in their capacity as an officer and any costs incurred by the officer for any claim or proceeding relating to that liability. In this clause 18.3 the term "officer" is to be interpreted in accordance with section 5 of the Incorporated Societies Acts 2022.

19. Recruitment and training of clergy, staff and volunteers

- 19.1. The recruitment and training of clergy, staff and volunteers must be carried out in accordance with applicable CCAANZ Rules and good practice.

20. Contracting

- 20.1. When contracting the Church must do so With the authority of Parish Council and in compliance with Section 123 of the Incorporated Societies Act 2022.

21. The use of money and other assets

- 21.1. The Church may only use money and other assets if:
 - 21.1.1. It is for a purpose of the Church;
 - 21.1.2. It is not for the private pecuniary profit of any individual or Member; and
 - 21.1.3. That use has been approved by either the CCAANZ Rules, these Rules, Parish Council or by Majority vote of the Church.

21.1.4. For the avoidance of doubt, nothing in this clause restricts the ability of the Church to employ its Members or support mission work overseas.

21.2. Despite clause 21.1.2 and for the sake of clarity nothing in these Rules is intended to limit or disturb the operation of Section 24 of the Incorporated Societies Act 2022.

22. Joining Fees, Subscriptions and Levies

22.1. There shall be no fee, subscription, or levy imposed on any Member, or any Applicant seeking membership.

23. Conflicts of Interest

23.1. Except where expressly modified by the CCAANZ Rules or these Rules, all conflicts of interest must be managed by the conflict of interest disclosure rules contained in Sections 62-73 of the Incorporated Societies Act 2022.

23.2. A conflict of interest exists in any situation in which a Member's personal interest or loyalties could, or could reasonably be perceived to, conflict with his duty to the Church or might affect his ability to make a decision in the best interest of the Church.

23.3. When a conflict of interest exists for the Member, that Member must declare the nature of the conflict or the potential conflict and must not take part in deliberations or proceedings including decision-making and voting in relation to the decision for which the conflict of interest has arisen.

23.4. The Member in conflict, or potential conflict, must not be counted in the quorum required for decision-making on the matter for which they have the conflict of interest.

24. Financial Year

24.1. The balance date of the Church is 31 December each year.

25. Assurance on the Financial Statements

25.1. Unless exemption is granted under CCAANZ Rules, the Church, at its Annual General Meeting, shall appoint an accountant to review or audit (the review or audit to be determined by Parish Council) the annual financial statements of the Church ("the Reviewer"). The Reviewer shall conduct an examination with the objective of providing a report that nothing has come to the Reviewer's attention to cause the Reviewer to believe that the financial information is not presented in accordance with the Church's accounting policies. The Reviewer must be a suitably qualified person, preferably a member of the Chartered Accountants New Zealand and Australia, and must not be a member of Parish Council, or an employee of the Church and preferably is not a Member. If the Church appoints a Reviewer who is or becomes unable to act for some reason, Parish Council shall appoint another Reviewer as a replacement.

25.2. Parish Council is responsible to provide the Reviewer with:

25.2.1. Access to all information for which Parish Council is aware that is relevant to the preparation of the financial statements such as but not limited to records, documentation and invoices;

25.2.2. Additional information that the Reviewer may request from Parish Council for the purpose of the review or audit; and

25.2.3. Reasonable access to persons within the Church from whom the Reviewer determines it necessary to obtain evidence in order to carry out the review or audit.

Conduct of meetings

26. Church Meetings

26.1. Church Meeting has the meaning given in clause 33.1.7. The procedure to be adopted at Church Meetings is, subject to these Rules and the CCAANZ Rules, a matter for Parish Council to decide. The Chair of the Church Meeting is to conduct the Church Meeting in accordance with these Rules, the

CCAANZ Rules, and any directions from Parish Council, but otherwise may conduct the meeting as he sees fit.

26.2. The Annual General Meeting shall be held once every year on a date to be determined by Parish Council in accordance with any applicable CCAANZ Rules but:

26.2.1. No later than six months after the Balance Date of the Church; and

26.2.2. Not more than 15 months after the most recent Annual General Meeting.

26.3. Notice of the date, place and time of the Annual General Meeting shall be given in accordance with the CCAANZ Rules and rule 26.3 of the Schedule (subject to any matters that may be considered otherwise than at the Annual General Meeting as may be set out in the CCAANZ Rules).

26.4. The business to be conducted at each Annual General Meeting must include those matters set out in the CCAANZ Rules and rule 26.4 of the Schedule.

26.5. Special General Meetings may be called in accordance with the CCAANZ Rules, clause 12.10 and rule 26.5 of the Schedule.

26.6. Parish Council shall:

26.6.1. Give all Members at least 10 Days Written Notice of the business to be conducted at any Church Meeting (subject to any CCAANZ Rules).

26.6.2. Additionally, Parish Council will provide, as applicable (and subject to any other matters that must be considered at the Annual General Meeting as set out in the CCAANZ Rules and subject to any matters that may be considered otherwise than at the Annual General Meeting as may be set out in the CCAANZ Rules):

26.6.2.1. A copy of the Vicar's report on the Church's mission and ministry activities;

26.6.2.2. A copy of the annual financial statements as approved by Parish Council;

26.6.2.3. A copy of the Churchwardens' report;

26.6.2.4. A list of nominees for People's Warden, Synod Representative(s) (if any), Parish Council and/or any other positions requiring election, and information about those nominees if it has been provided;

26.6.2.5. The presentation by the Treasurer of duly audited or reviewed (if required) financial accounts for the past financial year and a budget for the forthcoming year;

26.6.2.6. Notice of any motions and, where applicable, Parish Council's recommendations in relation to those motions; ~~and~~

26.6.2.7. Notice of any disclosures of interests by any member of the Parish Council, including a brief summary of the matters, or types of matters, to which those disclosures relate;

26.6.2.8. Where a Church Member has an interest in a matter being considered, appropriate arrangements (as necessary) to ensure compliance with Sections 63-65(1) of the Incorporated Societies Act; and

26.6.2.9. Any other item required by the CCAANZ Rules; ~~or~~ these Rules, or the Incorporated Societies Act.

26.7. If Parish Council has made a reasonable attempt to send a notice to all Members, the Church Meeting and its business will not be invalidated simply because one or more Members do not receive the notice.

26.8. Only Members may attend Church Meetings (unless others are invited by Parish Council or are given permission to attend by the Annual General Meeting) and only Voting Members may vote.

26.9. Unless otherwise required by these Rules or the CCAANZ Rules no Church Meeting may be held unless at least 33% of Voting Members (including at least one Office Holder) are in attendance. (This will constitute a quorum.)

26.10. Unless otherwise required by the CCAANZ Rules or these Rules, all decisions made at a Church Meeting shall be by a Majority vote.

- 26.11. Subject to the CCAANZ Rules and these Rules, the Church may pass a written resolution in lieu of a Church Meeting if the Parish Council so decides. If this option is taken, the Parish Council must ensure compliance with Section 89 of the Incorporated Societies Act is maintained at all times and the vote may take place by any method (including by way of online voting) if the Parish Council decides.
- 26.12. All Church Meetings shall be Chaired by the Vicar. If the Vicar is absent or there is no Vicar appointed at that time or the Vicar chooses not to chair, a Churchwarden shall Chair that meeting. Any person chairing a Church Meeting has a casting, that is, a second vote.
- 26.13. On any given motion at a Church Meeting, the Chair shall in good faith determine whether to vote by:
- 26.13.1. Voices;
 - 26.13.2. Show of hands; or
 - 26.13.3. Secret ballot.
 - 26.13.4. However, if any Voting Member demands a secret ballot before a vote by voices or show of hands has begun, voting must be by secret ballot. If a secret ballot is held, the Chair will have a casting, that is, a second vote.
- 26.14. Votes will be counted by two scrutineers who will be appointed by the Voting Members.
- 26.15. The Chair may adjourn a Church Meeting at his discretion.
- 26.16. In extraordinary circumstances, a Special General Meeting may be held via video or telephone conference. An Annual General Meeting may only be held via video or telephone conference if it is impossible (including legally impossible) to hold an in-person meeting and the Annual General Meeting is required for the Church to comply with its legal obligations.
- 26.17. Minutes must be kept of all Church Meetings.

27. Motions at Church Meetings

- 27.1. Any Member may request that a motion be voted on ("Member's Motion") at a particular Church Meeting. In order that Parish Council can consider the Member's Motion, it must be provided by giving Written Notice to Parish Council at least 28 Days before that Church Meeting. The Member may also provide information in support of the motion ("Member's Information"). Parish Council may in its absolute discretion decide whether or not the Church will vote on the Member's motion. However, if the Member's Motion is signed by at least 10% of Voting Members:
- 27.1.1. It must be voted on at the Church Meeting chosen by the Member moving the motion; and
 - 27.1.2. Parish Council must ensure the Member's Information is given to all Members ~~at least 10 Days~~ as soon as practically possible before the Church Meeting chosen by the Member moving the motion; or
 - 27.1.3. If Parish Council fails to do this, the Member has the right to raise the motion at the following Church Meeting.
- 27.2. Parish Council may also decide to put forward motions for the Church to vote on ("Parish Council Motions") which shall be suitably notified.
- 27.3. This clause applies to motions that are, in the Chair's reasonable opinion, procedural motions or uncontroversial motions, or motions that the Chair otherwise reasonably considers do not require the requisite notice to be reasonably and fairly considered by the Church Meeting. Such motions may be moved at a Church meeting without notice. A Member may move a challenge to the proposed motion on the basis that it is not a procedural motion or an uncontroversial motion, or is a motion that cannot reasonably and fairly be considered by the Church Meeting.

Common seal

28. Common seal

- 28.1. Parish Council may provide a common seal for the Church.

- 28.2. If the Parish Council provides a Common Seal for the Church, the Church Administrator (or other person as determined by Parish Council) shall have custody of the common seal, which shall only be used by the authority of Parish Council. Every document to which the common seal is affixed shall be signed by two Office Holders or, in the alternative, one Office Holder and countersigned by two members of Parish Council.

Altering the Rules

29. Altering the Rules

29.1. Minor or Technical Amendments

- 29.1.1. Church may make Minor or Technical Amendments to these Rules, in accordance with Section 31 of the Incorporated Societies Act 2022, if any such amendment:

- 29.1.1.1. has no more than a minor effect; or
- 29.1.1.2. corrects errors or makes similar technical alterations.

- 29.1.2. The Parish Council must ensure that written notice of the amendment is sent to every Member of the Church.

- 29.1.3. The notice must state:

- 29.1.3.1. The text of the amendment; and
- 29.1.3.2. The right of the Member to object to the amendment.

- 29.1.4. If no objection from a Member is received within 20 working days after the date on which the notice is sent, the Parish Council may make the amendment.

- 29.1.5. However, if such an objection is received, the Parish Council may not make the amendment under this section.

29.2. Non-Minor Amendments

- 29.2.1. The Church may alter, amend, add to, or replace the Rules or any part thereof at a Church Meeting by a resolution passed by a two-thirds majority of Voting Members present at the Church Meeting. However, if the Church is registered under the Charities Act 2005 no alteration or additions shall be made that would result in the Church losing its status as a "charitable entity" under the Charities Act 2005 or any amendment or any statutory provision in substitution thereof. If the Church is not registered under the Charities Act 2005, then no alteration or addition to these rules may be made which would allow personal pecuniary profit to any individuals

- 29.2.2. Any motion to alter, add to, amend or replace the Rules shall be in writing and signed by:

- 29.2.2.1. All members of Parish Council; or
- 29.2.2.2. At least 10% of Voting Members and given in writing to Parish Council at least 28 Days before the Church Meeting at which the motion is to be considered (or, if fewer than 28 Days' notice of the Church Meeting has been given, at least 10 Days prior to the Church Meeting), and accompanied by a written explanation of the reasons for the proposal.

- 29.2.3. At least 10 Days before the Church Meeting at which any rule change is to be considered, Parish Council shall direct the Church Administrator to give to the Members Written Notice of the proposed motion, the reasons for the proposal, and any recommendations Parish Council has in relation to the proposed motion.

- 29.2.4. When a Rule change is approved by a Church Meeting, no Rule change shall take effect until the Rule change has been registered by the Registrar of Incorporated Societies (if the Church is incorporated under the Incorporated Societies Act 2022) and notified to Charities Services (if the Church is registered under the Charities Act 2005).
- 29.2.5. Notwithstanding anything in this clause 29, the Members (including Parish Council) will not have the ability or power to amend, vary, or change any of the provisions in clause 3.1, the definition of Special Resolution, and this clause 29.2.5 except by Special Resolution.

Bylaws

30. Rules to govern the Church

- 30.1. Parish Council may from time-to-time make, alter or rescind rules for the general management of the Church, so long as any such rules are not repugnant to the CCAANZ Rules, these Rules or to the provisions of law. All such rules shall be binding on Members of the Church. A copy of the rules for the time being, shall be available for inspection by any Member on request to the Church Administrator.

Winding up

31. Winding up

- 31.1. If the Church is wound up:
- 31.1.1. The Church's debts, costs and liabilities shall be paid;
 - 31.1.2. Subject to clause 31.2, surplus Money and Other Assets of the Church may be disposed of:
 - 31.1.2.1. By resolution; or
 - 31.1.2.2. According to the provisions in the Incorporated Societies Act 2022, but for the purposes of this clause, no distribution may be made to any Member;
 - 31.1.3. All surplus Money and Other Assets must be given or transferred to either CCAANZ or another organisation, being a registered charity in New Zealand, whose purposes are closely aligned with those of the Church.

Dispute resolution

32. Dispute resolution

- 32.1. All disputes arising within the Church will first be dealt with by following the relevant published CCAANZ Canon or Policies, including the Ministry Complaints Policy, the Safe Ministry Blueprint, the Ministry Standards Canon, and the Church Tribunal Canon, and in a manner consistent with the rules of natural justice.
- 32.2. Where a dispute arises and is not covered by any CCAANZ Canons or Policies, then the Dispute Resolution provisions contained in Clauses 2 - 8 of Schedule Two of the Incorporated Societies Act 2022 will apply.

Definitions

33. Definitions and Miscellaneous matters

- 33.1. In these Rules:
- 33.1.1. "Bishop" means the Bishop for the time being consecrated and installed as Bishop of CCAANZ;
 - 33.1.2. "CCAANZ" means the Church of Confessing Anglicans Aotearoa/New Zealand.
 - 33.1.3. "CCAANZ Canons" means any canon passed by Synod.

- 33.1.4. "CCAANZ Constitution" means the Constitution passed by Synod as may be amended from time-to-time.
- 33.1.5. "CCAANZ Rules" means any rules or directives issued by or on behalf of CCAANZ, including for clarity the CCAANZ Constitution and the CCAANZ Canons and any rules, resolutions, regulation, codes, standards and decisions promulgated by or on behalf of CCAANZ. These rules are usually found online at <https://confessinganglicans.nz/>
- 33.1.6. "Church Administrator" means the person employed to undertake the day to day administration of the Church or, if no such person is employed, the person nominated as such by Parish Council.
- 33.1.7. "Church Meeting" means any Annual General Meeting, or any Special General Meeting, but not a Parish Council Meeting, nor a Church service or small group meeting.
- 33.1.8. "Day" means a calendar day.
- 33.1.9. "Majority vote" means a vote made by more than half of the Voting Members who are present at a Church Meeting and are voting at that Church Meeting upon a resolution put to that Church Meeting.
- 33.1.10. "Money or Other Assets" means any real or personal property or any interest therein, owned or controlled to any extent by the Church.
- 33.1.11. "Office Holder" means, as the context requires, the Senior Minister/Vicar, and Churchwardens.
- 33.1.12. "Special Resolution" means unanimous Parish Council approval and resolution passed by 90% of those present at a Church Meeting that comprises at least 66% of all Voting Members (including at least one Office Holder) recorded in the Register.
- 33.1.13. "Synod" means the Synod of CCAANZ as constituted by the CCAANZ Constitution.
- 33.1.14. "Synod Representatives" means those Members elected or appointed in accordance with the applicable CCAANZ Rules to represent the Church at Synod.
- 33.1.15. "Use Money or Other Assets" means to use, handle, invest, transfer, give, apply, expend, dispose of, or in any other way deal with, Money or Other Assets.
- 33.1.16. "Written Notice" means communication by post, electronic means (including email, and website posting), or advertisement in periodicals, or a combination of these methods.
- 33.1.17. Unless the context otherwise requires, it is assumed that:
 - 33.1.17.1. Where a masculine is used, the feminine is included;
 - 33.1.17.2. Where the singular is used, plural forms of the noun are also inferred;
 - 33.1.17.3. Headings are a matter of reference and not a part of the Rules;
 - 33.1.17.4. A clause is a reference to a clause in the principal part of these Rules;
 - 33.1.17.5. A rule is a reference to a rule in the Schedule and each rule corresponds to the same clause number or continues the sequence of the corresponding clauses;
 - 33.1.17.6. Matters not covered in the CCAANZ Rules and these Rules shall be decided upon by Parish Council;
 - 33.1.17.7. If the Church is not affiliated with CCAANZ, references to CCAANZ and the CCAANZ Rules in these Rules (or references to any matter specific to CCAANZ) are to be ignored and have no effect.
 - 33.1.17.8. References to "Senior Minister" shall be deemed to be references to "Vicar" if the Church is affiliated with CCAANZ;
 - 33.1.17.9. References to "Vicar" shall be deemed to be references to "Minister" if the Church is not affiliated with CCAANZ; and
 - 33.1.17.10. References to legislation includes any amendments to, or replacement, re-enactments or substitution of that Act.
- 33.2. Status of Schedule: the Schedule sets out rules which, unless expressly provided otherwise in the Schedule:
 - 33.2.1. apply if the Church is not affiliated to CCAANZ; or

- 33.2.2. if the Church is affiliated to CCAANZ, continue to apply to the extent not inconsistent with the CCAANZ Rules (for example, and without limiting the foregoing, there are no relevant CCAANZ Rules applicable or the CCAANZ Rules allow the Church discretion as to a particular matter or to adopt its own rules or further rules on a particular matter).

SCHEDULE

The following rules 5.1, 5.2, 5.5 and 5.6 apply in the event that no relevant CCAANZ Rules are applicable:

5. Church leadership

- 5.1.** The Church shall have an ordained senior minister, whose appointment and term is governed by the following process:
- 5.1.1.** Collectively the Voting Members are the decision maker.
 - 5.1.2.** The Parish Council (or a subcommittee of the same) shall decide the application process and term of the appointment, and notify all Church Members of the process in the usual way;
 - 5.1.3.** The applicants will be considered in accordance with the process, and a recommendation made to Parish Council;
 - 5.1.4.** The recommendation will be acceptable if, and only if
 - 5.1.4.1.** At least 75% majority of the Parish Council agree; including
 - 5.1.4.2.** both Churchwardens.
 - 5.1.5.** When a recommendation has been deemed acceptable, a Special General Meeting must be held to consider the recommendation.
 - 5.1.6.** The recommendation can only be passed with a 75% majority of Voting Members present at the meeting.
- 5.2.** The Church may have another ordained minister or other ordained ministers, holding the designation of assistant minister ("Assistant Minister"), whose appointment is governed by the following process:
- 5.2.1.** The Parish Council is the decision maker.
 - 5.2.2.** The Parish Council (or a subcommittee of the same) shall decide the application process, and notify all Church Members of the process in the usual way;
 - 5.2.3.** The applicants will be considered in accordance with the process, and a recommendation is to be made to Parish Council;
 - 5.2.4.** The recommendation will be accepted if, and only if
 - 5.2.4.1.** at least 75% majority of the Parish Council agree; including
 - 5.2.4.2.** at least one Churchwardens; and
 - 5.2.4.3.** the Senior Minister.
- 5.5.** The Church shall have two churchwardens ("Churchwardens"), being Members aged 20 years or over, one appointed by the Vicar ("Vicar's Warden") and one elected annually by the Members ("People's Warden"), the appointment to be announced and the election to take place at each Annual General Meeting.
- 5.6.** The Church shall have a committee charged with the governance and good order of the Church ("Parish Council"), consisting of the following persons:
- 5.6.1.** The Vicar, who shall also be chair;
 - 5.6.2.** Subject to the agreement of the Office Holders, all Assistant Ministers;
 - 5.6.3.** The two Churchwardens; and
 - 5.6.4.** Not fewer than three but not more than 10 Voting Members, to be elected annually by the Voting Members (in addition to the Office Holders and any Assistant Ministers).

The following rule 8.1 applies in conjunction with clause 8.1 of these Rules, to the extent not inconsistent with the CCAANZ Rules:

- 8.1.** Subject to these Rules, the role of Parish Council is to:
- 8.1.1.** Carry out the purposes of the Church, and specifically:

- 8.1.1.1.** Promote and participate in the mission of this Church, and generally to seek the coming of Christ's Kingdom;
- 8.1.1.2.** Promote the worship of God, and to provide all things that are necessary for the ordering of public worship;
- 8.1.1.3.** Take counsel together for the fostering of spiritual growth and the well-being of people, both Members and others;
- 8.1.1.4.** Support and partner with the Vicar and any other clergy to help develop and fulfil the above goals;
- 8.1.2.** Govern and administer the Church;
- 8.1.3.** Use money or other assets of the Church in order to achieve the purposes of the Church;
- 8.1.4.** Manage the Church's financial affairs, including approving the annual financial statements for presentation to the Members at the Annual General Meetings;
- 8.1.5.** Set accounting policies in line with generally accepted accounting practice;
- 8.1.6.** Subject to clause 19.1, determine what lay staff the Church should have and to decide and oversee the appointment procedure (provided that any appointment of staff must have the consent of the Vicar);
- 8.1.7.** Appoint people to positions as required: for the order and good governance of the Church; and to promote health and safety for both Members and others;
- 8.1.8.** With the approval of not fewer than two Office Holders, delegate responsibility and co-opt Members where necessary;
- 8.1.9.** Decide the times and dates for Parish Council meetings;
- 8.1.10.** Decide the procedures for dealing with complaints;
- 8.1.11.** Make policies and regulations; and
- 8.1.12.** Ensure that all filing requirements of the Incorporated Societies Act 2022 (if the Church is incorporated under the Incorporated Societies Act 2022) and Charities Act 2005 (if the Church is registered under the Charities Act 2005) are complied with.

The following rules 9.1 and 9.3 apply in conjunction with clause 9.1 and 9.3 of these Rules respectively, to the extent not inconsistent with the CCAANZ Rules:

9. Role of the Office Holders

- 9.1.** The Vicar is responsible for
 - 9.1.1.** the promotion of the purposes of the Church;
 - 9.1.2.** Generally, seek the coming of Christ's Kingdom;
 - 9.1.3.** Providing spiritual leadership in both the sustenance and promotion of the Christian faith within the Anglican tradition;
 - 9.1.4.** Ensuring that a sermon is preached at least once each Sunday, except for reasonable cause;
 - 9.1.5.** Ensuring that only the forms of service authorised by the CCAANZ Rules and these Rules are used;
 - 9.1.6.** Overseeing all day-to-day operations required to achieve the purposes of the Church;
 - 9.1.7.** Holding on trust the keys of the church and vicarage, and to use the church for Divine Service as the Vicar thinks fit;
 - 9.1.8.** Liaising with people as is appropriate concerning matters related to public worship, while retaining discretionary power regarding times of services, selection of hymns, anthems and Church music, subject to any requirements set out in the CCAANZ Rules;
 - 9.1.9.** Complying with these Rules and ensuring as appropriate that the Church and its Members comply with these Rules;
 - 9.1.10.** Convening Parish Council meetings and establishing whether or not a quorum is present;
 - 9.1.11.** Subject to clause 12.3, chairing Parish Council meetings;
 - 9.1.12.** Giving consent for the ringing of the Church bells, which should only be rung with good cause; and
 - 9.1.13.** Providing a report on the mission and ministry of the Church ("Vicar's report") at each Parish Council Meeting, Annual General Meeting or other Church Meeting as necessary.
- 9.3.** The functions and powers of the Churchwardens are to:
 - 9.3.1.** promote and participate in the mission and ministry of the Church
 - 9.3.2.** prayerfully, personally, and practically support and encourage the ministry of the Minister or ordained leader of the Church.
 - 9.3.3.** be key lay leaders of the Church.
 - 9.3.4.** ensure, with the chairperson, that Parish Council is properly informed about matters for which it is responsible, and that the decisions of Parish Council are carried out.

- 9.3.5.** communicate significant information received from Voting Members or others to the Senior Minister, and to communicate from Parish Council to the Church.
- 9.3.6.** receiving and replying to correspondence as required by Parish Council
- 9.3.7.** be signatories on behalf of the Church in all contracts and deeds, including staffing and employment.
- 9.3.8.** ensure that the financial management of the Church is appropriate, including ensuring that relevant legislation is complied with.
- 9.3.9.** be responsible for the running of the Church during an interregnum or during the illness or incapacity of the Senior Minister.
- 9.3.10.** ensure the provision of all things necessary for public worship, and ensure the preservation of order during public worship.
- 9.3.11.** have superintendence of any buildings, furniture, and equipment owned or used by the Church, and to report to Parish Council from time to time on their state and any need for repairs, replacement, improvement or insurance.
- 9.3.12.** certifying and forwarding the annual financial statements for the Church to the Registrar of Incorporated Societies upon their approval by the Members at an Annual General Meeting.

The following rules 11.3 to 11.14 apply in the event that no relevant CCAANZ Rules are applicable to a vacancy arising in a Church position.

11. Vacancies in Church positions

Senior Minister

- 11.3** In the event of the position of Senior Minister becoming vacant, Parish Council must meet and agree upon a process and timeline including:
 - 11.3.1** Church consultation;
 - 11.3.2** Advertising;
 - 11.3.3** Interviewing; and
 - 11.3.4** Appointing a panel, which must include the Churchwardens and up to four Members, to conduct the above process and to recommend a preferred candidate or candidates to the Church ("the Panel").
- "Church consultation" requires meaningful consultation between the Panel and the members of the Church, and must include sufficient time for reasonable joint consideration and review of the Church's mission and ministry objectives, needs, strengths and weaknesses.
- 11.4** The Panel may invite individual clergy to apply for the position, but may not offer the position to anyone.
- 11.5** The Panel must attend the interviews of any candidates.
- 11.6** Any decision to recommend a candidate or candidates to the Church must be made by the majority of the Panel.
- 11.7** Any decision to select a preferred candidate for the position must be made by Majority vote of the Church.
- 11.8** The most senior Assistant Minister or, if there is no Assistant Minister, the Churchwardens will assume the responsibilities of the Senior Minister until the vacancy is filled.

Assistant Minister

- 11.9** If it is desired to appoint an Assistant Minister:
 - 11.9.1** The Senior Minister must form a Panel, comprising himself, the Churchwardens and at least four Members; and
 - 11.9.2** The Panel must meet and agree to a process and timeline for advertising and interviewing.
- 11.10** Any decision to appoint an Assistant Minister must be agreed to by the Senior Minister and the majority of the Panel, and funding for the position must be approved by Parish Council.
- 11.11** The Senior Minister must attend all Panel meetings, and must give assent to the preferred candidate prior to the position being offered.
- 11.12** The pastoral care and encouragement of the Assistant Minister is a primary function of the Minister.

Wardens

- 11.13** If the position of People's Warden becomes vacant between Annual General Meetings, Parish Council may appoint a Church Member to fill that vacancy (who will also become a Parish Council Member) until the next Annual General Meeting. If the position of Vicar's Warden becomes vacant, the Senior Minister must promptly appoint a replacement.

- 11.14** Other than People's Warden, if the position of any Member of Parish Council becomes vacant between Annual General Meetings, Parish Council may (but is not obliged unless the minimum number of Parish Council members will not be met) appoint another Church Member to fill that vacancy until the next Annual General Meeting.

The following rule 14.1.2 applies in the event that no relevant CCAANZ Rules are applicable.

14. Types of Members

- 14.1.2.** Voting Member: Any General Member who is at least 16 years of age and wishes to be a voting member.

The following rules 16.5-16.7 apply in the event that no relevant CCAANZ Rules are applicable to the termination of a Member's Membership for the circumstances described in Rule 16.5 below.

16. Cessation of Membership

- 16.5.** At the request of the Vicar, the Parish Council may terminate a Member's Membership when, in the opinion of Parish Council the Member's life and conduct:
- 16.5.1.** are not in accordance with the purposes and aims of the Church; or
 - 16.5.2.** negatively influences the Church or its testimony in the community.
- 16.6.** A unanimous consensus of Parish Council at a meeting shall be required in order to terminate a Member's Membership under rule 16.5 and no period of prior notice shall be required for such termination.
- 16.7.** The Church will remain open to the possibility of reconciliation with the former Member whose Membership was terminated under rule 16.5 provided that the former Member has repented and returned to orthodox belief and practice. In this event, the former Member may seek to rejoin as a Member by following the process provided for in clause 13 provided that Parish Council is first unanimously satisfied that the former Member has repented and returned to orthodox belief and practice.

The following rules 26.3, 26.4 and 26.5 apply in conjunction with clauses 26.3, 26.4, and 26.5 of these Rules respectively, to the extent not inconsistent with the CCAANZ Rules.

26. Church Meetings

- 26.2.** In the event that no relevant CCAANZ Rules apply, the Annual General Meeting shall be held once every year no later than six months after the Church's balance date and no later than 15 months after the previous AGM.
- 26.3.** Parish Council shall determine, and give Members at least three weeks' notice of, when and where the Annual General meeting shall take place. Parish Council's notice must:
- 26.3.1.** Specify the date by which motions for consideration at the meeting must be lodged with the Church Administrator; and
 - 26.3.2.** List any positions which require elections and specify the date by which nominations must be lodged with the Church Administrator.
- 26.4.** The business of an Annual General Meeting shall be:
- 26.4.1.** Receiving any minutes of previous Church Meetings;
 - 26.4.2.** Receiving the Vicar's report on the mission and ministry of the Church;
 - 26.4.3.** Receiving all other reports on the mission and ministry of the Church (including from the Churchwardens);

- 26.4.4.** The presentation by the Treasurer of duly audited or reviewed financial accounts for the past financial year and a budget for the forthcoming year;
 - 26.4.5.** Announcing who will be Vicar's Warden;
 - 26.4.6.** To decide by Majority Vote (to be voted on in the following order unless in the Chair's opinion there is good reason to the contrary):
 - 26.4.6.1.** How many Members should be elected to Parish Council;
 - 26.4.6.2.** Which of the duly nominated Members will hold the office of People's Warden;
 - 26.4.6.3.** Which of the duly nominated Members will hold the office of Synod Representative(s), if any (who shall be elected in accordance with the applicable CCAANZ Rules);
 - 26.4.6.4.** Which of the duly nominated Members will serve on Parish Council; and
 - 26.4.6.5.** Which of the duly nominated Members will serve on any other positions requiring election.
 - 26.4.7.** Appointing a Treasurer (if possible from the Membership) who will be responsible for:
 - 26.4.7.1.** Keeping proper accounting records of the Church's financial transactions to allow the Church's financial position to be readily ascertained;
 - 26.4.7.2.** Preparing annual financial statements in accordance with the Church's accounting policies;
 - 26.4.7.3.** Providing a financial report at each Annual General Meeting; and
 - 26.4.7.4.** Providing financial information to Parish Council as Parish Council determines;
 - 26.4.8.** Motions to be considered;
 - 26.4.9.** General business; and
 - 26.4.10.** Any other business expressly required by the CCAANZ Rules and these Rules.
- 26.5.** Special General Meetings may be called by Parish Council or the Vicar. Parish Council must call a Special General Meeting if any Office Holder receives a written request signed by at least 20% of the Voting Members. At least two weeks' notice must be provided for any Special General Meeting. The nature of the business to be conducted and, preferably, the wording of any motion that will be advanced at the special meeting must be provided and promptly communicated to Voting Members.

33. Branch churches

- 33.1.** In the event that the Church is a branch church, and unless the context otherwise requires:
- 33.1.1.** References to "Vicar" or "Senior Minister" in these Rules shall be deemed to be references to the leader in charge of the Church;
 - 33.1.2.** References to "Assistant Minister" in these Rules shall be deemed to be references to the assistant leader in charge of the Church;
 - 33.1.3.** Both Churchwardens are to be elected by the Church at each Annual General Meeting;
 - 33.1.4.** References to "Synod Representatives" shall be deemed to be references to "Synod Invitee(s)"
 - 33.1.5.** References to "Parish Council" shall be deemed to be references to the branch church committee;
 - 33.1.6.** The branch church committee shall comprise:
 - 33.1.6.1.** the leader in charge of the Church, who shall also be chair;
 - 33.1.6.2.** the two elected churchwardens;
 - 33.1.6.3.** the Synod Invitee(s); and

33.1.6.4. at least one but no more than three Voting Members.

33.2. A church that is not yet affiliated with CCAANZ but intends to do so may designate itself as a branch church for the purposes of these Rules, in which case these rules will apply as though the church is a branch church.

34. Provisional parishes

34.1. In the event that the Church is a provisional parish, these rules apply with all necessary modifications to the provisional parish. Any clause or rule in these Rules that does not have direct application to the Church shall be applied by analogy.