

# St. Fintan's Parish Pastoral Council Constitution

1. **Name:**  
The name of the Council shall be: St. Fintan's Parish Pastoral Council, herein-after referred to as "The Pastoral Council".
2. **Vision:**  
*"That our parish will remain and be further enriched as family of God's People and, inspired by the message and witness of Jesus Christ, we will reach out to all, encourage and enable all, to become good people as God is Goodness Itself".*
3. **Function:** The main function of the Parish Pastoral Council is to advise and help the Parish Priest to progress and service the above Vision of Parish.
4. **Objectives:** The objectives of the Council shall be:
  - (a) To promote and develop the Christian life of the Parish in accordance with the official policy of the Diocese.
  - (b) To encourage dialogue and co-operation between all parishioners and organisations which make up the parish community.
  - (c) To initiate and provide structures whereby all parishioners can participate in the ministry and pastoral administration of the parish.
5. **Membership of the Council:**  
The Council shall consist of not more than 20 members as follows:  
***Ex-officio Members:***
  - (a) The Parish Priest and other priests, Religious and laypersons holding an official diocesan Pastoral Ministry appointment in the parish.

***Ordinary Members:***

(b) One member nominated by each of the following Teams engaged in parish pastoral ministry and from any new Team established in the future.

*Eucharistic Ministers; Readers; Liturgy Team; Adult Choir; Children's' Choir; Family Mass Team; Youth Choir; Irish language Mass Team; Baptism Team; Funeral Team;*

(In the event of the nominated Team member not being available to attend a particular Council meeting another member of that Team may attend in his/her stead).

(c).Up to four persons nominated by the Pastoral Council.

(d). Up to four persons, co-opted by the Parish Priest in consultation with the Council, selected for their special expertise.

The Ordinary Members of the Council shall hold office for a period of two years, renewable, to a maximum of six consecutive years and thereafter eligibility to serve will be restored after two years.

The Ordinary Members are nominated to the Parish Priest for appointment.

**6. Officers:**

The Council, shall have the following Officers:

President (who shall be the Parish Priest).  
Chairperson  
Vice Chairperson  
Secretary

All Officers, except the President, shall be elected by the Members of the Council. They shall serve a one year term, renewable.

**7. Council Meetings:**

- a. The Council shall normally meet monthly, but at least five times a year, one of which shall be convened as the AGM.
- b. The main business of the AGM shall be: to present an Annual Report for parish publication and to elect its Officers for the coming year.
- c. The quorum shall be 50% of the Council Members.

- d. The Council shall strive for consensus but, notwithstanding, all decisions shall be taken by majority vote.
- e. The Chairperson shall have the casting vote in the event of a tie, in addition to his/her vote as a member.
- f. In the absence of the Chairperson, meetings shall be chaired by the Vice-Chairperson or Secretary in that order.
- g. The normal Rules of Procedure governing the management of meetings will be observed.
- h. While serving on the Council, the Members shall act in the best interests of the parish as a whole – they are representative of their particular constituency rather than representing it.

## **8. Sub-committees:**

The Council may establish and disband whatever sub-committees it considers necessary.

The members of such sub-committees may include persons who are not members of the Council.

The quorum at sub-committee meetings shall be two thirds of its membership.

Each sub-committee shall elect a Chairperson who shall also act as Convenor.

## **9. Parish Assembly:**

The Parish Assembly shall be convened by the Parish Priest, in consultation with the Pastoral Council, every three years.

It will normally take place within the period October/November.

The Assembly will consist of two sessions:

**Session One:** Presentation and discussion of the Council's Report to the parishioners present.

**Session Two:** Consultation with the parishioners present seeking proposals for the Council's consideration for inclusion in its ongoing pastoral programme.

(Parishioners include people who worship and participate in the life of the parish but who live outside of the parish geographical boundary).

## **10. Financial matters**

The Parish Pastoral Council may not incur debts and may not engage in fundraising activities without the approval of the Parish Priest.

The Pastoral Council will liaise with the Property & Finance Committee and both groups will endeavour, through their Chairpersons, to work in harmony and to be mutually supportive for the overall benefit and good of the Parish.