

DIOCESE OF ELY

BISHOP'S MISSION ORDER

MADE BY THE BISHOP OF THE DIOCESE
UNDER PART 7 OF THE
MISSION AND PASTORAL MEASURE 2011

TO ENDORSE AND MAKE PROVISION FOR CHRIST CHURCH
HUNTINGDON

SUMMARY

THE MISSION INITIATIVE, KEY PEOPLE AND PROVISIONS
AND EXPRESSIONS USED IN THIS ORDER

- (a) **The Mission Initiative** (i.e. the mission initiative endorsed by this Order): Christ Church Huntingdon
- (b) **The Area of the Mission Initiative:** The benefices of (a) East Leightonstone, (b) North Leightonstone, (c) Huntingdon St Barnabas with the Riptons, (d) Huntingdon All Saints with St John the Baptist, Huntingdon St Mary with St Benedict and the Stukeleys and (e) Godmanchester and Hilton
- (c) **The Objectives of the Mission Initiative**
To provide a new and additional worshipping community in the town of Huntingdon and locality based at St Peter's School in Huntingdon that complements and strengthens the existing pastoral provision for Huntingdon and environs by planting a leadership team into ~~the Oxmoor estate~~ which will offer a different style of worship to the local churches that is likely to appeal particularly to young adults from the Huntingdon area.
- (d) **The Leader**
The Reverend Charles Newcombe holding the Bishop's licence to serve as Minister to the Mission Initiative and to be known as the 'Licensed Minister'
- (e) **Others working in support of the Mission Initiative**
The Parochial Church Council of St Andrew the Great, Cambridge, the Rural Dean of Huntingdon, the Lay Chair of Huntingdon Deanery, the Rector of Huntingdon St Barnabas with the Riptons and the Bishop's Market Towns Officer
- (f) **The Visitor**
The Rural Dean of Huntingdon until the appointment of the Fresh Expressions Advisor of the Diocese and then the Fresh Expressions Advisor of the Diocese for the time being
- (g) **The Review Period**
Every 12 months
- (h) **Commencement Date** 9th September 2018
- (i) **Duration of Order** 5 years

HUNTINGDON

Charles Newcombe

THIS ORDER

Introductory and Interpretation

- 1.1 A mission initiative (“the Mission Initiative”) is to be carried out under the name set out in the Summary on the first and second pages of this Order (“the Summary”) in the Diocese specified in the Summary (“the Diocese”).
- 1.2 The requirements of the Mission and Pastoral Measure 2011 (“the 2011 Measure”) for the making of this Order have been complied with, and following the consultations required by the 2011 Measure the Bishop is satisfied that it would be appropriate to make this Order in respect of the Mission Initiative.
- 1.3 This Order is to be accompanied by a Supplementary Instrument (“the Supplementary Instrument”) which is to be made on the same date as this Order and which makes further provision in respect of the Mission Initiative, and where the context permits any reference in any of the following provisions to “this Order” includes the Supplementary Instrument
- 1.4 In this Order, where the context permits:
 - 1.4.1 “the Bishop” means the Bishop for the time being of the Diocese or the person in episcopal orders to whom the functions of the Bishop of the Diocese in relation to this Order are delegated under any enactment;
 - 1.4.2 expressions which are also used in the 2011 Measure have the same meaning as in that Measure;
 - 1.4.3 the singular includes the plural and vice versa;
 - 1.4.4 any reference to a benefice, parish, body or office refers to a benefice, parish, body or office which might succeed it.

Duration

- 2.1 Subject to the power of the Bishop to revoke or vary this Order under and in accordance with the 2011 Measure, this Order shall come into force on the Commencement Date specified in the Summary and shall continue in force for the period specified in the Summary.

THE MISSION INITIATIVE

The Mission Initiative

- 3.1 Pursuant to Part 7 of the 2011 Measure and subject to the terms of this Order, the Bishop endorses the Mission Initiative, which is to be known by the name set out in the Summary.
- 3.2 The Mission Initiative shall be carried out in the Area specified in Summary with the object of furthering the Church’s mission by carrying out the objectives specified in the Summary.

The Leader

- 4.1 The Leader of the Mission Initiative for the purposes of the 2011 Measure:
- 4.1.1 shall be a person or persons or a group of persons duly authorised by the Bishop in accordance with the 2011 Measure to carry out the functions of the Leader of the Mission Initiative under that Measure and this Order; and
 - 4.1.2 shall hold that position subject to the provisions of the 2011 Measure and this Order.
- 4.2 In this Order “the Leader” means the person named as such in the Summary (who also holds the office or authority specified in relation him or her in the Summary) or any other person or persons for the time being duly appointed as Leader in accordance with this Order.
- 4.3 The Leader shall carry out the Mission Initiative subject to and in accordance with the 2011 Measure and this Order and shall be responsible to the Bishop for its conduct.

Others working in support of the Mission Initiative

- 5.1 The persons named in the Summary (each of whom also holds any office or authority specified in relation to him or her in the Summary), or any other persons appointed in addition to them or in their place under the Supplementary Instrument, shall also be involved in working in support of the Mission Initiative as provided for in the Supplementary Instrument.

The Visitor

- 6.1 The Visitor for the Mission Initiative for the purposes of the 2011 Measure (“the Visitor”) shall be the person named as such in the Summary, or any other person appointed in that person’s place in accordance with the terms of this clause, and shall perform the functions of the Visitor under the 2011 Measure.
- 6.2 The Visitor:
- 6.2.1 may resign with the agreement of the Bishop; and
 - 6.2.2 shall cease to hold that position if the Bishop so directs in writing.
- 6.3 If at any time there is no Visitor for the Mission Initiative or that position is about to become vacant the Bishop shall appoint a person to be the Visitor to fill the vacancy.
- 6.4 The Visitor shall review the Mission Initiative under section 48(1)(b) of the 2011 Measure at intervals of no longer than the Review Period specified in the Summary.

Co-operation/collaboration with other churches

7. **Not used**

THE LIFE OF THE MISSION INITIATIVE

Exercise of ministry and relationship with those with the cure of souls

- 8.1 The Leader and any other clergy for the time being duly authorised by the Bishop to carry out functions in relation to the Mission Initiative may exercise his ministry in any place in the Area specified in the Summary for the purposes of or in connection with the Mission Initiative and in accordance with this Order without the permission of any person who has the cure of souls in that place.
- 8.2 The Leader shall use all reasonable efforts:
- 8.2.1 to consult regularly with each person having the cure of souls in any part of the Mission Initiative Area; and
 - 8.2.2 to work in co-operation with all those persons and to ensure that all others with functions in relation to the Mission Initiative do so;

and if the Leader experiences difficulty in doing any of those things or finds it is impracticable to do any of them the Leader shall report the matter as soon as practicable to the Visitor and seek the Visitor's guidance.

Worship

- 9.1 This Order authorises the holding of acts of worship (including the administration of the Sacraments) as authorised or directed by the Leaders but subject to and in accordance with the 2011 Measure and any further directions by the Bishop

Provided that:

- 9.1.1 This Order does not authorise the solemnisation of marriage;
 - 9.1.2 The sacraments shall be administered in accordance with the enactments and other laws relating to their administration;
 - 9.1.3. Holy Communion may be celebrated only at times and places authorised by the Bishop and subject to any conditions which the Bishop may specify;
 - 9.1.4 The Leader shall consult the Rural Dean about any proposal for Baptism or Confirmation to be administered or for any other occasional office to be conducted in connection with or in the context of the Mission Initiative and such a proposal shall be implemented and the rite concerned shall take place only if and so far as the Bishop has specifically authorised it and subject to and in accordance with the Bishop's directions;
 - 9.1.5 Such acts of worship may take place in a building within section 80(13) of the 2011 Measure only with the consent of the person who has the general management and control of the building;
 - 9.1.6 Such acts of worship may take place in a church or other place of worship within section 80(14) of the 2011 Measure only with the consent of any person having the cure of souls there.
- 9.2 All acts of public worship of the Mission Initiative:

- 9.2.1 if held in a place for which a register book of services is provided under Canon law, shall be recorded in that register book; and
- 9.2.2 if held in any other place, shall be recorded in a register book of services of the Mission Initiative, which shall record the same matters as Canon law requires to be recorded in register books of services for churches and chapels and which shall be kept in accordance with the provisions of the Supplementary Instrument and any directions by the Bishop.

Organisation, governance, finance and management and control of property

- 10 The organisation, governance, finance and management and control of property for the Mission Initiative is set out in the Supplementary Instrument.

Representation on Deanery Synod

- 11. If and when a scheme is made by the diocesan synod of the Diocese pursuant to rule 27A of the Church Representation Rules for the representation on a deanery synod of persons to whom this Order relates and who are specified in the scheme, those persons shall be represented on that deanery synod in accordance with and as provided for by that scheme.

GENERAL DUTIES

General Provisions

- 12.1 The Mission Initiative shall be carried out subject to and in accordance with the terms of this Order, the 2011 Measure and all other relevant enactments and other legal rules, including those governing the Church of England.
- 12.2 The Mission Initiative shall be carried out having regard to the guidance in the Code of Practice drawn up and issued by the House of Bishops under section 84 of the 2011 Measure as in force for the time being.
- 12.3 The Leader and all others who are involved in the carrying out of the Mission Initiative shall use every endeavour to resolve any dispute or disagreement between them and if they are unable to do so the Leader shall seek the Visitor's guidance on the steps to be taken in order to resolve it.

Safeguarding people from harm or from loss or damage to their property

- 13.1 The provisions of this clause shall be in addition to those in clause 12 above.
- 13.2 The Mission Initiative shall be carried out in all respects in accordance with the guidance issued by the House of Bishops and in force for the time being on protecting and safeguarding children and adults.
- 13.3 The Leader and all others who are involved in the carrying out of the Mission Initiative or who are acting on its behalf shall take all reasonable steps:
 - 13.3.1 to avoid harm or loss being caused to any person; and

13.3.2. in addition to the duties under clause 13.3.1 above, to ensure that any premises are used for or in connection with the carrying out of the Mission Initiative only if and for so long as they are reasonably safe for the purposes for which they are being or are intended to be used.

13.4 If the Leader become aware that harm or loss has been or may have been caused to any person through or in connection with the carrying out of the Mission Initiative or by a person acting or appearing to act on behalf of the Mission Initiative, the Leader shall inform the Visitor without delay and provide the Visitor with full details of the circumstances and shall seek the Visitor's guidance.

13.5 The Leader shall:

13.5.1 take all reasonable steps to ensure that reasonably adequate insurance (including public liability insurance) is in force in respect of the carrying out of the Mission Initiative and in respect of all premises (other than any cathedral, parish or guild church, parish centre of worship or other parochial place of worship) and other property used or to be used for or in connection with the Mission Initiative; and

13.5.2 consult the Visitor as soon as practicable if the Leader requires guidance about what insurance is required under clause 13.5.1 above or has reason to doubt whether such insurance is in force in some or all respects.

Accounts

14.1 The Leader shall ensure that:

12.1.1 proper accounting records are kept for the Mission Initiative; and

12.1.2 accounts are prepared annually for the Mission Initiative which show a true and fair view of all activities carried out by or in connection with the Mission Initiative in accordance with professional practice and standards;

and shall ensure compliance with any further provisions regarding accounting records and accounts in the Supplementary Instrument.

14.2 The Leader shall ensure that copies of all accounts and annual reports prepared for the Mission Initiative are supplied to the Visitor and to the Parochial Church Council of the Parish of St Andrew the Great in Cambridge.

I, as Bishop of the Diocese of Ely, endorse the Mission Initiative and make provision for it as set out above

Signature of Bishop



I, the Leader named in the Summary on the opening pages of this Order, declare my acceptance of the terms of this Order and accordingly assume responsibility to the Bishop for the conduct of the Mission Initiative

Signature of Leader



Date:

24th August 2018

DIOCESE OF ELY

SUPPLEMENTARY INSTRUMENT

**MADE BY THE BISHOP OF THE DIOCESE
UNDER PART 7 OF THE
MISSION AND PASTORAL MEASURE 2011**

**TO SUPPLEMENT THE BISHOP'S MISSION ORDER
IN RESPECT OF CHRIST CHURCH HUNTINGDON**
DATED

1.1 This Supplementary Instrument:

1.1.1 supplements the Bishop's Mission Order ("the Order") dated and made under Part 7 of the Mission and Pastoral Measure 2011 ("the 2011 Measure") in respect of the Mission Initiative to be known as Christ Church Huntingdon and is the Supplementary Instrument referred to in clause 1.3 of the Order; and

1.1.2 takes effect subject to the provisions of the Order (including the provisions as regards commencement and duration) so that in the event of any inconsistency between this Instrument and the Order the provisions of the Order shall prevail.

1.2 Where the context permits, words and expressions used in the Order shall have the same meaning in this Instrument.

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The Leader - Appointment

- 2.1 The Leader shall be appointed by the Bishop and granted the Bishop's Licence after consultation with the Visitor, the appointed representatives of the Mission Initiative's Church Council, and the others working in support of the Mission Initiative.
- 2.2 The appointed representatives of the Mission Initiative's Church Council shall have a veto over any nominee whom the Bishop proposes to appoint.
- 2.3 The Rural Dean of Huntingdon shall be consulted about any appointment.
- 2.4 The Church Council may prepare any or all of: a job description/person specification/Mission Initiative Profile, in connection with the choosing of a new Leader.

Organisation, governance, finance and management and control of property

3.1 Provision for the Leader's stipend and housing:

3.1.1 The Diocesan Board of Finance has agreed to pay in full through the Church Commissioners the Leader's stipend and other statutory contributions including National Insurance and Pension

3.1.2 The Diocesan Parsonages Board shall be the relevant housing provider under the Ecclesiastical Offices (Terms of Service) Measure 2009 and shall provide a house of residence for the Leader

3.2 There shall be a Church Council for the Mission Initiative ('the Council'), which shall be appointed and regulated according to the provisions of the Schedule and whose functions shall include but not be limited to:

3.2.1 Ensuring the Leader's expenses are paid from funds held by it

3.2.2 Ensuring any fees for the hiring of a venue where the Mission Initiative may meet for acts of worship and other occasions are paid

3.2.3 Encouraging financial giving amongst the members of the Mission Initiative to support the expenses of the Mission Initiative and to make contributions towards the Leader's stipend

3.2.4 Appointing two representatives for the purpose of being consulted about the appointment of a new Leader and if necessary to exercise the veto over any nominee

3.2.5 Assisting the Leader in the carrying out of any or all of the functions or duties in the Bishop's Mission Order or Supplementary Instrument(s), save that the responsibility remains with the Leader/Visitor as specified.

3.3 The Leader shall, unless prevented from doing so for reasonable cause, chair the Council, save that the Leader shall not do so when representatives of the Council are chosen for the purpose of being consulted about the appointment of a new Leader, or the Council otherwise meets to consider any aspect of the process of appointing a new Leader.

3.4 The Leader may refer to the Visitor any matter in connection with the elections, business or functions of the Council, and the Visitor may refer the matter to the Bishop, as may any other person in connection with the Mission Initiative. The Bishop shall have power to make provision for any such matter as not dealt with in the Bishop's Mission Order or Supplementary Instrument(s) and his determination on these matters will be final.

Worship

4. The Leader shall be required to hold and maintain a register book of services of the Mission Initiative for when worship is held in any place for which a register book of services is not provided, and the register book shall be held and maintained with accordance with the Canonical and other statutory provisions in force

I, as Bishop of the Diocese, make further provision for the Mission Initiative as set out in this Instrument

Signature of Bishop

I, the Leader named in the Order, declare my acceptance of the terms of this Instrument

Signature of Leader

Date:

27th August 2018

SCHEDULE (The Church Council)

General meetings

- 1.1 There shall be general meetings for the regulation and conduct of the Mission Initiative at which the following persons are entitled to attend in person (and to speak):
 - 1.1.1 All residents of the area of mission
 - 1.1.2 Regular worshipping members congregating at the place of worship for the area of the mission
 - 1.1.3 one representative appointed by the Bishop should he so elect
 - 1.1.4 the Visitor.
- 1.2 General meetings are called on at least 21 clear days' written notice to be given in conspicuous parts of the area of mission specifying the business to be transacted.
- 1.3 There is a quorum at a general meeting if the number of persons personally present is at least twelve.
- 1.4 The Leader or (if the Leader is unable or unwilling to do so) some other person entitled to attend and vote elected by those present presides at a general meeting.

- 1.5 Except where otherwise provided by this Schedule, every issue at a general meeting is determined by a simple majority of votes cast by the persons present.
- 1.6 Except for the chairman of the meeting, who has a casting vote, and the persons entitled to be present under 1.1.3 and 1.1.4 who are not entitled to vote, every person present is entitled to one vote on every issue.
- 1.7 Except at first, an annual general meeting must be held in every year. The first annual general meeting may be held at any time within 18 months after the date of this Instrument.
- 1.8 At an annual general meeting the persons entitled to be present:
 - 1.8.1 receive the accounts of the Mission Initiative for the previous financial year;
 - 1.8.2 receive the report of the Council on the Mission Initiative's activities since the previous annual general meeting;
 - 1.8.3 accept the retirement of those elected Council members who wish to retire or are retiring by rotation;
 - 1.8.4 elect Council members to fill the vacancies arising;
 - 1.8.5 appoint an auditor or independent examiner for the Mission Initiative where required; and
 - 1.8.6 discuss and determine any issues of policy or deal with any other business put before them by the Council.
- 1.9 Any general meeting which is not an annual general meeting is an extraordinary general meeting.
- 1.10 An extraordinary general meeting may be called at any time by the Council and must be called within 14 clear days after a written request to the Council by the archdeacon of the archdeaconry in which the area of mission is situate or on the petition of twenty persons entitled to attend and vote at general meetings delivered to the Secretary.

Composition of Council

- 2.1 The full number of members of the Council is at least three and not more than thirteen individuals, all of whom must be residents of the area of mission or regular worshipping members of the congregation of the Mission Initiative unless ex-officio members or nominated members.
- 2.2 The Council consists of:
 - 2.2.1 the Leader who holds office ex-officio;
 - 2.2.2 six elected members. One third (or the number nearest one third) of the elected members must retire at each annual general meeting, those longest in office retiring first and the choice between any of equal service being made by drawing lots;
 - 2.2.3 up to three co-opted members, appointed by resolution of the Council to hold office until the end of the next annual general meeting.
- 2.3 A retiring Council member who remains qualified may be re-appointed for a maximum of three consecutive terms of office.

- 2.4 Every Council member must adhere to the Christian Faith and not be a person who would be disqualified within the terms of Rule 46A of the Church Representation Rules or any replacement Rule from time to time enacted (the provisions of Rules 46B-D also to apply mutatis mutandis).
- 2.5 A Council member automatically ceases to be a member if he or she:
- 2.5.1 is incapable, whether mentally or physically, of managing his or her own affairs;
 - 2.5.2 is absent without permission from three consecutive meetings of the Council and is asked by a majority of the other Council members to resign;
 - 2.5.3 resigns by written notice to the Council (but only if at least two Council members – not including the Leader - will remain in office)
 - 2.5.4 is removed by a resolution passed by all the other Council members after they have invited the views of the member concerned and considered the matter in the light of any such views
 - 2.5.5 would be disqualified under the terms of Rule 46A of the Church Representation Rules or any replacement Rule (the provisions of Rules 46B-D also to apply mutatis mutandis).
- 2.6 A retiring Council member is entitled on written request to an indemnity from the continuing Council members at the expense of the Mission Initiative in respect of any liabilities properly incurred while he or she held office.
- 2.7 A technical defect in the appointment of a Council member of which the Council members are unaware at the time does not invalidate decisions taken at a meeting.

Proceedings of Council meetings

- 3.1 The Council must hold at least three meetings each year.
- 3.2 A quorum at a meeting of the Council is three Council members.
- 3.3 A meeting may be held either in person or by suitable electronic means agreed by the Council in which all participants may communicate with all other participants.
- 3.4 The Leader or (if the Leader is unable or unwilling to do so) some other member of the Council chosen by the members present presides at each meeting of the Council.
- 3.5 Every issue may be determined by a simple majority of the votes cast at a meeting of the Council but a resolution which is in writing and signed by all the Council members is as valid as a resolution passed at a meeting and for this purpose the resolution may be contained in more than one document and will be treated as passed on the date of the last signature.
- 3.6 Except for the chairman of the meeting, who has a casting vote, every Council member has one vote on each issue.
- 3.7 A procedural defect of which the members are unaware at the time does not invalidate decisions taken at a meeting of the members.

Decision making

The Council has the following powers in the administration of the Mission Initiative

- 4.1 To appoint a Treasurer and Secretary and other honorary officers from among their number.
- 4.2 To delegate any of their functions to committees consisting of two or more individuals appointed by them (but at least two of the members of every committee must be Council members and all proceedings of committees must be reported promptly to the Council).
- 4.3 To make standing orders consistent with this Schedule to govern proceedings at general meetings.
- 4.4 To make rules consistent with this Schedule to govern their proceedings and proceedings of committees.
- 4.5 To make regulations consistent with this Schedule to govern the administration of the Mission Initiative including the operation of bank accounts and the commitment of funds.
- 4.6 To resolve, or establish procedures to assist the resolution of, disputes within the Mission Initiative.
- 4.7 To exercise any powers of the Mission Initiative which are not reserved to a general meeting.

Notices

- 5 The relevant provisions of the Church Representation Rules shall apply to the giving of notices under this Schedule.
-