

THE PAROCHIAL ADMINISTRATION ORDINANCE 1924-2020

AN ORDINANCE FOR MAKING PROVISION FOR PAROCHIAL GOVERNMENT AND FOR THE MANAGEMENT OF CHURCH PROPERTY IN PARISHES IN THE DIOCESE OF RIVERINA, FOR THE CREATION, DEFINITION, AND ALTERATION OF SUCH PARISHES, FOR THE APPOINTMENT OF CLERKS TO THE CURE OF SOULS IN THE DIOCESE OF RIVERINA, AND FOR OTHER MATTERS.

Preamble

WHEREAS it is desirable to amend and consolidate the law in respect to the several matters hereinafter mentioned,

Be it therefore enacted by the Bishop, clergy and laity of the Diocese of Riverina in Synod assembled as follows:-

Repeal

1. The following ordinances are hereby repealed except in so far as they have repealed former ordinances:

Church Management Consolidation Ordinance 1900.
Church Management Consolidation Amendment Ordinance 1901,
and Amendment Ordinance 1916.
Endowment Ordinance 1894.
Insurance Ordinance 1911.
Registrations Ordinance 1922-3.
Constitution of Parishes 1894 and Amendment Ordinance 1898.

Short Title and Sections

2. This Ordinance may be cited as "**The Parochial Administration Ordinance 1924 - 1987**" and its sections are arranged in parts as follows:
Part 1 Parish Lands, Buildings and Property
Part 2 Building New Churches
Part 3 Churches and Rectors
Part 4 Meetings
Part 5 Powers, Duties and Responsibilities of Churchwardens and Parish Councils
Part 6 Parish Endowments
Part 7 Constitution of Parishes.

PART 1

Parish Lands, Buildings and Property

Trustees

3. Immediately upon passing of this ordinance all Church property in the Diocese of Riverina still remaining vested in local trustees shall be conveyed to the Corporate Trustees and the deeds thereof deposited in the Diocesan Registry. The Corporate Trustees may execute a declaration of trust and deposit a duplicate or attested copy thereof with the Registrar - General. No new local trustees shall be appointed for any Church property in the Diocese of Riverina.

Parish Lands

4. Whenever any parish land may, in the judgment of the churchwardens and parish council, be improved by building upon the same or otherwise, the Corporate Trustees may, upon the passing of an ordinance by the Synod to that effect, execute a lease or leases of the said parish land for any term not exceeding twenty-eight years, according to such conditions as may be agreed upon by the Bishop-in-Council and the parish council concerned.

Insurance

5. It shall be the duty of the Bishop-in-Council to insure adequately at the cost of the Parish all Church property of every description in the parish. Provided that the Bishop-in-Council shall in every case consult the Rector and Parish Council as to what shall be deemed an adequate insurance. Provided also that such insurances shall be effected in such funds, company or companies as is determined upon by Synod or Bishop-in-Council.

Sites for New Churches, New Parish Lands, New Burial Grounds

6. Wherever any person or persons shall be desirous of conveying or transferring lands for any Church purpose or of erecting a church, school, house or other building for use of members of the Anglican Church of Australia or shall be desirous of providing for the use of members of the said Church any lands he or they shall convey the same to the Corporate Body of Trustees of the Diocese under the form of conveyance contained in Schedule A hereto annexed or under such other form of conveyance as may be sanctioned by the Bishop-in-Council.

Provided that any case where the land is transferred to Trustees by Memorandum of Transfer under the Real Property Act then the Trustees shall at the same time execute a Declaration of Trust in such terms as may be sanctioned by the Bishop-in-Council and such Transfer and Declaration of Trust shall be delivered to the Bishop who shall forthwith lodge the same with the Registrar - General of the State. Provided also that when a donor erects any building on the land intended to be conveyed as aforesaid such conveyance shall be made immediately before or upon the completion of any such building and the site of every church, rectory or school acquired after the passing of this ordinance shall be vested in the Corporate Trustees.

7. No grant or loan from diocesan funds shall be made to any parish for the purpose of erecting or improving buildings upon Church lands unless the site be first vested in the Corporate Trustees and the deeds lodged in the Diocesan Registry.
8. All trust funds for any parish purpose shall be lodged with the Corporate Trustees, and amounts in hand shall be remitted quarterly to the Registrar.

PART 2

Building New Churches

Building to be Approved by the Bishop-in-Council

9. No Church building, rectory, school or other buildings shall be erected nor any material alteration made to any existing building without prior approval in writing of

the Bishop-in-Council. Every application for such approval shall be accompanied by proper plans, specifications and a written estimate of the maximum amount to be expended.

Consecration and License

10. No building shall be licensed, dedicated or consecrated as a church until the site upon which it is erected has been so conveyed or transferred as aforesaid and it has been provided with such things as may be requisite for the celebration of Divine Service according to the law and usage of the Anglican Church of Australia, but the same shall not be consecrated so long as there remains any debt upon the site or building.

Debts

11. No debt shall be incurred upon any building or property belonging to the Church in any parish without the consent of the Bishop-in-Council.

PART 3 **Churches and Rectors**

Churches

12. A consecrated church shall not be used for any purpose other than the celebration of Divine Service, the administration of the Sacraments, the performance of the Rites and Ceremonies of the Anglican Church of Australia, the giving of religious instruction, or for other sacred purposes. No person except the Bishop shall be allowed to perform any clerical office in a church except with the consent of the Rector and the Bishop unless he be a clergyman authorised to officiate in the Diocese, in which case the consent of the Rector alone shall be necessary. Provided always that if such Rector is suspended ab officio, or if there shall not be a Rector for the time being, the consent of the Bishop alone shall be necessary.

Appointment of Rector/Priest in Charge

13. The sole appointment of Rector/Priest in Charge shall be in the hands of the Bishop after consultation with the Archdeacon and Rural Dean of the area in which the Parish is located and the Churchwardens of the Parish concerned. A clerk in charge shall temporarily have the rights and perform the duties of the Rector/Priest in Charge.

Rights of Rector/Priest in Charge

14. The Rector/Priest in Charge shall have free access and admission into the church at all times as he/she shall think fit and may celebrate Divine Service, administer the Sacraments, and perform all other Rites and Ceremonies of the Anglican Church of Australia therein without any hindrance, and shall for such purpose have keys of the church, and such Rector/Priest in Charge shall freely have, use, possess and enjoy the Rectory and its grounds. Provided that in case the Rector/Priest in Charge shall cease to hold his/her license he/she shall thereupon ipso facto forfeit and be absolutely deprived of all and singular there rights in or respecting the church, school, Rectory, garden and appurtenances.
15. The school and other parish buildings, except as provided in Clause 16, may be freely used by the Rector/Priest in Charge for such parish purposes as they may deem desirable, but for all other purposes they shall obtain the consent of the churchwardens, and he shall have the custody of the keys thereof.

16. Assistant Clerks who are provided with a parish building as a dwelling shall freely have, use, possess and enjoy the building, associated garden and appurtenances as defined by the Parish Council. Provided that in case the Assistant Clerk shall cease to hold his/her licence they shall thereupon ipso facto forfeit and be absolutely deprived of all and singular their rights in or respecting such building, garden and appurtenances.
17. The Rector/Priest in Charge by virtue of his/her office shall be entitled to attend and act as Chairman at all Church meetings held within the parish, provided that the Rector/Priest in Charge at his/her discretion may decline to be Chairman.

Custody of Parish Records

18. (a) In every parish there shall be provided at the expense of such parish, books for the registration by the clergy of Baptisms, Confirmations, Marriages, Burials, those received into the Anglican Church of Australia and those admitted to communion, according to forms approved by the Bishop, and a suitable safe or lockable cabinet for their custody.
- (b) It shall be the duty of the of the Rector/Priest in Charge of every parish to keep or cause to be kept proper registers and records of all Baptisms, Confirmations, Marriages, Burials, those received into the Anglican Church of Australia and those admitted to communion in his parish, and such registers and records shall be the property of the Corporate Trustees and not of the Rector/Priest in Charge by whom they are compiled.
- (c) The Rector/Priest in Charge shall have the custody and control of and shall maintain an inventory of all such registers and records in the parish.
- (d) The said registers, records and inventory shall be open to the inspection of the Archdeacon, who shall make a report on their condition when required to do so by the Bishop.
- (e) On his/her resignation, suspension or removal from a cure, it shall be the duty of the retiring Rector/Priest in Charge to surrender such registers, records and inventory under their control to the churchwardens, who shall initial and date the inventory as a receipt therefor; and the said churchwardens shall hand the same over to the succeeding Rector/Priest in Charge when appointed, and shall take his/her receipt for them.
- (f) Upon the application of any person, the Rector/Priest in Charge may at their discretion cause search to be made in the registers in his custody and furnish extracts therefrom. Provided always that the said Rector/Priest in Charge shall make such search and furnish such extract if required by the Bishop to do so.
- (g) Every applicant for such search or extract shall hand to the Rector/Priest in Charge a memorandum of the particular entry for which they desire search to be made.

- (h) The provisions of this ordinance shall apply so far as they may be applicable to all existing registers now in the custody of any Rector/Priest in Charge.
- (i) In the event of a parish ceasing to exist, the Bishop shall see that the registers thereof are handed to the Rector/Priest in Charge in the Diocese

Appointment and Removal of Officers

19. Lay ministers other than Licenced Lay Ministers (LLMs) shall be appointed from time to time by the Rector/Priest in Charge, and shall be subject to their control and direction, and may be dismissed by them with the concurrence of the churchwardens and parish council. All other salaried lay officers of the church and parish, shall be appointed only after having satisfied the professional standards requirements of the Diocese.

Alteration to the Church

20. It shall not be lawful to make any alteration in the fabric of the church when licensed, dedicated or consecrated, except with the sanction of the Bishop, to be given by faculty, to be obtained upon the application of the Rector/Priest in Charge and churchwardens.

Ornaments

21. No ornament or internal fitting shall be placed in any church, nor shall any such be removed from any church except by the authority of the Rector/Priest in Charge and the sanction of the Bishop given by faculty. An inventory of ornaments is to be kept in the church and is to be treated as an official church record.

Private Monuments

22. The churchwardens, with the consent of the Rector/Priest in Charge, may permit any monument to be placed in any part of the church or churchyard upon payment of such charges and subject to such regulations as shall be prescribed or approved by the Bishop-in-Council, and the person so placing such monument as aforesaid and his/her executors and administrators may maintain the same. Provided always that no monument shall be placed within or on the walls of the church without a faculty from the Bishop.

PART 4

Meetings

General Meetings

23. General Meetings consisting of members of the Anglican Church of Australia in any parish as hereinafter defined may be convened by the Rector/Priest in Charge and the churchwardens by at least seven clear days' public notice given in such a way as they may deem best, and stating the hour and place of meeting for the consideration of any business or matter connected with the church.

Qualifications

24. No person shall be permitted to vote at any general meeting unless such person be a communicant and confirmed member of the Anglican Church of Australia above the age of 18 and a member of the Parish.

Quorum

25. The quorum for any general meeting shall consist of 6 persons being qualified as aforesaid or such other number as shall have been approved by the Bishop or Bishop-in-Council. As soon as a quorum is present, the meeting shall be held to be duly constituted. Should less than a quorum be present within half-an-hour after the time appointed, the meeting shall stand adjourned for seven days, the place and the hour for the adjourned meeting being the same as those for which the first meeting was convened. If it shall not be constituted within half-an-hour of the appointed time, the meeting shall lapse. Provided that any meeting, once duly constituted, may from time to time be adjourned to such hour and place as the meeting may determine.

Chairman

26. The Rector/Priest in Charge shall be Chairman of the meeting, provided that, at their discretion, they may decline to be Chairman. In that event, he/she may appoint a churchwarden or an Assistant Clerk to preside and, failing such appointment, the meeting shall elect a Chairman before proceeding to business. The Chairman shall have a deliberative and a casting vote.

Annual General Meeting

27. A general meeting, which shall be called the annual general meeting, shall be convened in respect of each parish in every calendar year for some date before March 31, unless the Bishop for urgent and special reasons sees fit to extend that date. Notice of this meeting shall be given at least 28 days prior to the date set for the meeting.

Business of Annual General Meeting

28. At such annual general meeting the following items of business shall be conducted:
- (a) The accounts of the Parish Council shall be received and passed, if audited and found correct.
 - (b) (i) A suitably qualified accountant and or financial auditor (the Auditor) shall be appointed to audit the Parish Council's accounts during the ensuing year.
 - (ii) In the event that the annual general meeting is unable to appoint the Auditor due to the unavailability of a suitable appointee and or the inability of the parish to afford the services of a suitably qualified accountant and or financial auditor then the annual general meeting may resolve to write to the Diocesan Council explaining the inability to make the appointment. The Diocesan Council may at its absolute discretion resolve to:
 - (1) appoint a suitably qualified accountant and or financial auditor as the Auditor of a particular parish; and or
 - (2) pay part and or all of the Auditor's costs from the Church Management Fund; and or
 - (3) waive the requirement for appointment the Auditor under

this Ordinance.

- (c) One churchwarden shall be appointed by the Rector/Priest in Charge, and two churchwardens shall be elected by the parishioners.
- (d) The meeting shall elect two-thirds of the members of the Parish Council and the Rector/Priest in Charge appointing one-third of the members of the Parish Council.
- (e) The Synod representatives shall be elected when a Mandate for a general or a special election shall have been issued by the Bishop.
- (f) A Parish Secretary for Missions shall be elected.
- (g) A report covering aspects of parish life shall be presented by the Rector/Priest in Charge.
- (h) Reports from the churchwardens and from parish bodies shall be presented.
- (i) Motions and subjects of which notice has been received by the Rector/Priest in Charge at least two weeks before the meeting shall be debated.
- (j) Other business shall be permitted at the discretion of the Chairman.

Churchwardens and Parish Councillors

- 29. (a) There shall be three churchwardens, two elected and one appointed in accordance with Clause 28(c)
 - (a) Subject to Clause 29(c) any person shall be qualified to act as a churchwarden who is aged not less than 21 years and a communicant and confirmed member of the Anglican Church of Australia, and a regular worshipper in the parish in which nomination is sought.
 - (b) A person may hold office as a churchwarden for five consecutive terms. Any person who has done so shall not be eligible for appointment by the Parish Priest or for election by the Annual Meeting of the Parish as a churchwarden, but may be elected or appointed as a parish councillor. An extension of the tenure of an incumbent Church Warden/s may be granted by the Bishop in writing provided that a written request has been received from the Rector/Priest in Charge prior to the Annual General Meeting of the Parish. Any person who previously held office as a churchwarden but who has not held such office since the previous Annual Meeting of the Parish shall be eligible for election by the Annual Meeting or for appointment by the Parish Priest as a churchwarden.
- 30. (a) There shall be a minimum of three and maximum of six parish councillors, elected or appointed in accordance with Clause 28(d).
 - (a) The number of parish councillors for each successive Parish Council shall be either three or six and will be determined by the Parish Council at its last ordinary meeting prior to the annual general meeting.
 - (b) Subject to Clause 31 any person shall be qualified to act as a parish councillor

who is over the age of 18 years and a communicant member of the Anglican Church of Australia, and a regular worshipper in the parish in which nomination is sought.

31. No spouses or de-facto partners shall be eligible for nomination, election, or appointment to the same Parish Council, as parish councillor or churchwarden, to which their spouse or de-facto partner is at that time already elected or appointed or nominated for election or appointment as parish councillor or churchwarden.
32. Where there are insufficient nominations to fill the offices of churchwarden or parish councillor at the annual general meeting of the parish under Clause 27, or where a churchwarden or parish councillor vacate that office, there is a casual vacancy. The Casual vacancy shall be filled, and that person holding office until the next annual general meeting:-
 - (a) in the case of an appointed churchwarden or parish councillor by a fresh appointment by the Rector/Priest in Charge; or
 - (b) in the case an elected churchwarden by the churchwardens; or
 - (c) in the case of an elected parish councillor by the Parish Council;provided that if an office be not so filled within fifty-six days of the annual general meeting, the Bishop may appoint some qualified person to fill the office.
33. Churchwardens and parish councillors shall hold their office from the date of their election or appointment until the commencement of the next Annual General Meeting following their election or appointment at which time the positions shall be declared vacant. Unless otherwise deemed ineligible under Clause 29, 30 and or 31, all retiring churchwardens and parish councillors shall be eligible for re-election or re-appointment.

Parish Council

- 33A The first meeting of the Parish Council shall be called by the Rector/Priest in Charge and churchwardens; subsequent meetings, held monthly when possible, shall be called by such person and at such time as the council shall determine. The Rector/Priest in Charge or a majority of the council may call a special meeting of the council at any time by a written notice to each member thereof.

District Committees

34. District Committees in other centres where services are held in the parish may be elected annually, and the Rector/Priest in Charge or some person appointed by them, or in the event of a vacancy in the cure, by the Bishop, shall preside at the election. The electors shall be communicant and confirmed members of the Anglican Church of Australia above the age of 18.

Election and Quorum

35. Election may be by ballot if more than the requisite number of names be proposed. The number to constitute a quorum shall be decided at the first meeting of the parish council or committee.

Chairman

36. The Bishop shall be president of the parish councils and district committees. The Rector/Priest in Charge shall be chairman of the parish council and the district committee. Provided that at his/her discretion they may decline to be chairman.
37. If the Rector/Priest in Charge is absent from a meeting or has declined the chair, he/she may appoint one of the Assistant Clerks or one of the churchwardens or a member of the council or committee to preside. The chairman shall have a deliberative and a casting vote.
38. The churchwardens, parish council and district committees shall keep minutes of their proceedings in a book which, together with the financial statement of the parish as presented at each meeting of parish council, at all reasonable times shall be open to the inspection of the Bishop or the Archdeacon or the Rector/Priest in Charge or any member of the council or committee.
39. An Assistant Clerk, in addition to being eligible to be invited by the Rector/Priest in Charge to be chairman in his/her absence, shall be eligible to attend meetings and to speak, but may not vote except when acting as chairman, and may not be elected or appointed to the parish council or district committee.

Delegates from District Committees.

40. A district committee consisting of one person only or a delegate from district committees consisting of more than one person shall have the right to attend any meeting of the parish council for the purpose of discussing any matter of general importance, and may vote upon such question at the parish council meeting. The churchwardens may specially delegate one of their number to attend any meeting of a district committee. Any serious difference of opinion between a parish council and a district committee shall be submitted to the Bishop, whose decision shall be final and binding upon both sides.

PART 5

Powers, Duties and Responsibilities of Churchwardens and Parish Councils

41. It shall be the duty of churchwardens and parish councillors to co-operate and share with the Rector/Priest in Charge in planning, organising and implementing the spiritual, pastoral, evangelistic, educational and missionary work of the parish.

Duties of Churchwardens

42. The Duties and responsibilities of the Church Wardens are:
 - (a) A fundamental duty of churchwardens is to control and manage the financial affairs of the parish in order to provide funds from which to make regular payments of the stipend due to the Rector/Priest in Charge and his Assistant Clerks, if any.
 - (b) The stipends of the clerks shall be the first charge upon the revenue of the

- parish. The amount shall be fixed by a determination of the Bishop-in-Council.
- (c) If the churchwardens should meet with serious difficulties in fulfilling the duty and obligation set out in sub-clause (a) hereof, they should open communication with the Bishop on the subject.
 - (d) They shall, if directed by the Bishop-in-Council, regularly remit at such intervals as shall be expressed in such direction the amount due in each case for the payment of such stipends to the Diocesan Registrar who shall make payment of the same to the clergy at the appropriate time; or where so requested shall forward to the Registrar once a month and not later than the last day of the month a duplicate voucher signed by the clergy acknowledging that the stipend has been duly paid.
 - (e) For the purpose of aiding churchwardens in the fulfillment of their duties, the Rector/Priest in Charge shall keep a register in which shall be entered the names and addresses of all members of the Anglican Church of Australia in the parish of which he has charge. A roll of communicants of the parish shall also be kept, and both roll and register shall be revised by the Rector/Priest in Charge and churchwardens annually.
 - (f) They shall provide housing accommodation for the Rector/Priest in Charge and Assistant Clerks if any and shall provide such furniture and fittings for the residences as are determined by the Bishop-in-Council.
 - (g) They shall inspect the housing accommodation referred to in clause 42(f) annually, accompanied by the residents of that housing, having given the residents 7 days notice of their intention to do so. As the Rector/Priest in Charge shall freely have, use, process and enjoy the rectory and its grounds, the privacy of the rectory family must be respected during such inspections. On the basis of the inspection a report of repairs required shall be made and presented to the Parish Council to be acted upon. Upon vacation of the rectory the Archdeacon or Bishop shall make an inspection and inform the Parish Council of any repairs or maintenance required.
 - (h) They shall arrange to have the buildings inspected annually by a qualified pest control inspector for white ants and vermin. Report of such inspections are to be reported to Parish Council.
 - (i) They shall report to the Bishop, in writing signed by a majority of the churchwardens, any grave irregularities in the performance of Divine Service, any wilful neglect of duty, or any flagrant conduct on the part of the Rector/Priest in Charge.

Duties of Parish Councils

43. The Duties of Parish Councils include:

- (a) To have the charge and with the Rector/Priest in Charge to have the administration of all funds and property belonging to the parish except where there is any direction to the contrary in any trust or instrument creating the

trusts under which such funds or property are held.

- (b) Before every annual general meeting to prepare a statement of all moneys received and expended by them during the previous financial year, which shall be duly certified by the signatures of the churchwardens and the auditor; and to produce at the annual general meeting such statement so certified, and to forward a copy thereof to the Diocesan Registry, and to deliver to their successors the book or books containing the account of such moneys, and likewise all vouchers for payments, together with such balance as shall appear by the said accounts to be remaining in their hands.

They shall also prepare and submit to the meeting an account showing any moneys which have been received and expended by them since the termination of the financial year, and the balance of such moneys shall be handed over to their successors. The churchwardens shall cause the statement of accounts herein first mentioned, duly certified as aforesaid, to be printed and distributed among the parishioners at the annual general meeting.

The financial year shall begin on the first day of January, and end on the thirty-first day of December.

- (c) To keep order in the church and churchyard.
- (d) To have the care of the church and its furniture, and of other things appertaining to the celebration of Divine Service, and to see that everything is fit and in proper order for the due performance thereof. Provided that all sacred vessels used in celebrating the Sacraments shall be in the custody of the Rector/Priest in Charge.
- (e) To make provision for a suitable conveyance for the use of the clergy, and for their necessary travelling expenses.
- (f) To provide for the safe custody of all parish registers and records.
- (g) To keep the church, school, clergy houses and the premises respectively attached thereto, and the fittings, fixtures and furniture therein, in good order and repair, and to pay all rates and taxes thereon, and, under the direction of the Bishop-in-Council, to insure the said buildings, fittings and fixtures, and to pay all charges for insurance thereon.
- (h) To assess district committees for a portion of stipend and general parish expenses.
- (i) To appoint a secretary and treasurer at its first meeting after election each year, whose names and addresses, together with those of the members elected and appointed, shall be forwarded by the chairman without delay to the Diocesan Registrar.
- (j) To make from time to time by-laws for the conduct of the parish council business as may be necessary.

- (k) (i) The Organizers of all approved activities by Parish Council shall be require to submit full financial statements and records of their activities to Parish Council upon request and shall transmit to Parish Council all moneys held by such organizers.
- (ii) All activities of the parish other than that of the Rector/Priest in Charge must have approval of the Parish Council before such activities take place.

Diocesan Assessments

44. The churchwardens shall forward to the Diocesan Registrar such assessments as shall be charged by the authority of the Synod.

District Committees

45. The duties of the district committee shall be to administer the business affairs of the church in the district subject to the direction and authority of the parish council.

Removal of Officers

46. A churchwarden or parish councillor may, at the discretion of the parish council, cease to hold office if he be absent from meetings of the council for three months in succession without the permission of the council.

PART 6

Parish Endowments

47. There may be established for each parish a Parish Endowment Fund.
48. The fund may be derived from:
- (a) Church collections specially invited for that purpose.
 - (b) Private donations, subscriptions, legacies and bequests of real or personal property.
49. All moneys and other gifts received for parish endowment shall be immediately conveyed to and held by the Riverina Diocesan Trust, to be held perpetually in trust for the sole use and benefit of the parish for which the contribution is made.
50. The Bishop-in-Council shall administer the revenue from this fund in the manner prescribed in **clause 48**.
- 48. The primary object of the fund shall be to provide or supplement the stipends of the Clergy.**
51. When any parish is divided the Bishop-in-Council shall determine the apportionment of the income from the fund, except where the endowment has been left by bequest to any particular part of the parish.

PART 7

Constitution of Parishes.

52. The Bishop-in-Council may from time to time constitute a new parish, or unite adjoining parishes, or alter the boundaries of any parish. Provided that at least one month before any such constitution, union or alteration be made, particulars thereof shall be forwarded to the Rector, churchwardens and parish councillors of the parishes concerned and an expression of their opinion obtained.
53. The Bishop-in-Council shall, by words of description, with or without maps or plans, declare in writing the boundaries of every parish and every such description shall be preserved in the Diocesan Registry.
54. The Diocesan Registrar shall, upon payment of a reasonable remuneration, furnish a copy of or extract from any declaration, map or plan aforesaid to any person who requires the same, and every such copy or extract may be compared with the original on the payment of a fee.
55. Every such description shall be conclusive evidence of such boundaries, and every copy of or extract from such declaration or such map or plan, if it be certified by the Registrar as correct, shall be prima facie evidence the matter therein contained.

Part 8 Closure of Parishes

56. The governance principles of this Ordinance are based upon a Parish having adequate membership and resources to sustain the life of the Parish and fulfils the necessary governance structures provided by this Ordinance. In the event of any one or more of the following:-
 - (a) Parish unable to achieve a quorum for its Annual General Meeting as per clause 25 of this Ordinance;
 - (b) Parish fails to fill at least 2 of its churchwarden positions and at least 3 of its Parish Council positions by the later of 31 March of any year or any extension thereof by the Bishop under Clause 27; or
 - (c) Parish has insufficient income to require payment of the Church Management Fund assessment under Clause 42(c) of the Diocesan Administration Ordinance 1926 a Parish Pledge as per sub-clause 57.1(g) of this Ordinance;the following will apply:
 - (d) The Bishop or an Archdeacon may investigate the circumstances of the parish and write a report for the Bishop and Diocesan Council on the status and future of the parish;
 - (e) The Bishop may appoint at his/her discretion a person or persons to administer the Parish in place of any Churchwardens or Parish Councillors elected or appointed by a Parish Annual General Meeting or by Parish Council or by the Rector/Priest in Charge;
 - (f) A plan for the restoration of appropriate governance may be developed for the approval of Diocesan Council and Diocesan Council may resolve that the

Parish is exempted from these special provisions for such time, or is subject to such conditions, as is determined by Diocesan Council; and

- (g) Diocesan Council, having considered the report of the Bishop or Archdeacon in (d) and there having been no plan approved under (f), may recommend to the Bishop that a new structure for ministry in the area be developed and the Parish closed.

57. In the event that a Parish is closed under Clause 56(g), any assets held for that Parish will be dealt with as follows:

- (a) Where a Parish is being subsumed into another Parish, then the said assets will be held upon trust for that other Parish;
- (b) In all other cases, as the Diocesan Council resolves.

SCHEDULES.

SCHEDULE A

Conveyance to the Corporate Trustees.

This indenture made the _____ day of _____ 19____
between A.B. _____ of _____ of the one part and the Trustees of
Church Property Trust for the Dicoese of Riverina a body Corporate (hereinafter for brevity
referred to as the said Corporate Trustees) of the other part

Witnesseth that at the request of the said Corporate Trustees (and in consideration of _____)
He the said A.B. doth grant and release unto the said Corporate Trustees and their successors
All that together with all building rights priveliges easements and appurtenances to the said
hereditaments or any of them appertaining or with the same or any of them now or heretofore
enjoyed or reputed as part thereof or appurtenant thereto. And all the estate right title and
interest of the said A.B. in and to the said premises To hold the said premises hereinbefore
expressed to be hereby granted and released unto and to the use of the said Corporate Trustees
and their successors Upon Trust to permit a (Church School or as may be) to be erected on the
said land to be called

and to be subject to the Regulations (so far as they may be applicable) contained
in Parochial Administration Ordinance 1924 or in any other Ordinance to be passed by the
Synod of the said Diocese altering or modifying the same.

(Usual Vendor's Covenants.)

In witness, &c.