



**APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL  
OF THE PARISH OF PATTINGHAM AND PATSHULL**



Preferred title (if any)	Mr / Mrs / Miss / Ms / Dr	other	
Full name			
Postal address (including postcode)			
Email address (optional)			

Complete the declaration below by ticking one box in each section and then signing and dating the form.

**I declare that:**

**1. I am baptised, am a lay person and (tick one box)**

<input type="checkbox"/>	am aged 16 or over,	<i>Those who become 16 during the next 12 months may complete the form, and become eligible to be entered on the Roll on their sixteenth birthday.</i>
<input type="checkbox"/>	become 16 on (insert date)	

**2. tick one box – D & E only apply to those already on the roll when a new roll is prepared (see note 3 overleaf)**

A	I am a member of the Church of England or of a Church in communion with the Church of England and am resident in the parish.
B	I am a member of the Church of England or of a Church in communion with the Church of England, am not resident in the parish but have habitually attended public worship in the parish during the preceding six months
C	I am a member in good standing of a Church which is not in communion with the Church of England but subscribes to the doctrine of the Holy Trinity, am also a member of the Church of England and have habitually attended public worship in the parish during the preceding six months
D	I am a member of the Church of England or of a Church in communion with the Church of England, am not resident in the parish and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because <i>(briefly state the reason)</i>
E	I am a member in good standing of a Church which is not in communion with the Church of England but subscribes to the doctrine of the Holy Trinity, am also a member of the Church of England and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because <i>(briefly state the reason)</i>

I declare that the above answers are true and I apply for inclusion on the Church Electoral Roll of the parish of Pattingham with Patshull.

Signed		Date	
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*See notes overleaf*

## NOTES

*(which form part of the prescribed form)*

### **General matters**

1. The only Churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches, as listed in the Supplementary Material to the Canons (but note Rule 83(3) of the Church Representation Rules, which provides for any question as to whether a particular Church is in communion with the Church of England to be decided by the Archbishops of Canterbury and York acting jointly).
2. Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
3. Every six years a new roll is prepared and those on the previous roll are informed so that they can reapply. If you are not resident in the parish but were on the roll as a habitual worshipper and have been prevented by illness or other sufficient cause from worshipping for the past six months, you should complete declaration 2D or 2E and briefly state the reason for not having worshipped as mentioned.
4. If you have any problems with this form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
5. In this form "parish" means ecclesiastical parish.

### **Use of email addresses and other personal data**

6. You do not have to provide an email address on this Form. If you do provide one, the Parochial Church Council and the electoral roll officer are entitled to use that email address to communicate with you in connection with the maintenance or revision of the Roll or the preparation of a new Roll or with elections to or membership of the Council.
7. The Church Representation Rules impose certain requirements for your name and address to be given to a third party, such as the diocesan electoral registration officer, in connection with elections to or membership of a deanery synod, diocesan synod or the House of Laity of the General Synod. If you provide an email address on this Form, it will be given to the third party along with your postal address.
8. A third party to whom your name and address have been given under the Church Representation Rules is in certain cases required by the Rules to pass them on to another person, such as the presiding officer in a synodical election. If you provide an email address on this Form, that email address will be given to the other person along with your postal address.
9. Any person to whom your email address or other personal data is given under the Church Representation Rules is required by those Rules to hold the data securely. Furthermore, if you do provide an email address on this Form, that does not give anybody the right to use it for any purpose other than those permitted by the Rules; so it cannot, for example, be used for social matters or fund-raising.
10. The roll is published after each annual revision and after the preparation of a new roll. The published roll will include your name (as well as the name of every other person on the roll) but none of your other personal data (as defined by the Data Protection Act 2018) will be made public as a result of your inclusion on the roll.

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## Further information

*(which does not form part of the prescribed form)*

### **What is the Church Electoral Roll?**

It is a list of lay members of the church in this parish who are eligible and have asked to be on it. Those included have certain rights, including electing members of the PCC. For those who are not resident in the parish inclusion on the electoral roll will also give them some other rights which residents of the parish have.

### **Privacy Notice**

This form will be dealt with in accordance with the provisions of the Church Representation Rules. The roll is displayed in the church for a period prior to the Annual Parochial Church Meeting each year and is also available for inspection by *bona fide* inquirers. Personal data provided will be kept securely and retained in accordance with the Church of England Guidance set out in the guide "Keep or Bin: Care of Your Parish Records" which is available from the Church of England website.

### **Church Electoral Roll Officer**

Michelle Pass, Church View Barn, Westbeech Farm, Westbeech Road, Pattingham. WV6 7HF.  
Telephone 01902 700466 – email: parish.admin@pattinghamchurch.org.uk