

REGULATIONS OF THE CENTRAL READERS' COUNCIL

**to be read in conjunction with the constitution of the CRC CIO Constitution adopted.....
2019 (the Constitution)**

1. These Regulations are made by the Trustees of the Central Readers' Council (the Council) for the management of the business of the Council under the authority of the Constitution.

CHAIR

2. The Chair of the Trustees shall be the Bishop appointed according to Clause 9(5) of the Constitution.

ASSOCIATE MEMBERS

3. Pursuant to Clause 17 of the Constitution and the resolution of the Trustees dated.....2019, Associate Membership (non-voting) of the Council is automatically granted to all lay ministers of the Church of England who are admitted to the office of Reader under Canon E5 of the Canons of the Church of England (by whatever title that office is known in his or her particular diocese) who hold a current episcopal licence or a current Permission to Officiate (PTO).
4. The Secretary may maintain a register (the Register) of the name and addresses of all Associate Members (defined in Clause 17 of the Constitution) (as notified to the CRC by the dioceses).
5. Each diocese may be asked to pay a capitation fee each year for each active Reader in that diocese, the numbers being determined by the return that each Warden of Readers makes to Ministry Division each calendar year.
6. If a Reader's diocese declines to pay the capitation fee for that Reader he or she may pay it on an individual basis.
7. The annual capitation fee shall be agreed by the Trustees and approved at the Annual Meeting.

THE ANNUAL MEETING

8. The Trustees shall arrange an Annual Meeting which all Associate Members shall be eligible to attend in March or April in every year at a place and upon a date and at a time to be fixed by the Trustees for the following purposes: -
 - a. To receive from the Trustees
 - i. a Report and Statement of Financial Activity for the preceding financial year ending 31st December
 - ii. a Report from the Chair of the activity of the Trustees for the preceding twelve months
 - iii. reports from all other Committees of the Council active during that year,
 - b. To feedback to the Trustees responses to the Reports set out above at (a) and to indicate approval (or otherwise) of the decisions of the Trustees.

- c. To nominate members to, or fill vacancies among the Trustees. The final decision about the appointment of Trustees remains with the Trustees of CRC in accordance with Clause 10 (1) (b) of the constitution.
- d. To consider and advise on other matters which the Trustees wish to bring before the Meeting. From time to time the Trustees may wish to obtain a clear mandate from the Associate Members about a course of action. Such matters will be open to discussion from all those present at the meeting, but if a vote of approval is sought only the votes of the three delegates from each diocese (see 10 below) will be counted.
- e. If a course of action or decision by the Trustees is not approved by a vote of delegates the Trustees will reconsider the matter at their next business meeting taking into account all the views that have been expressed and may call a further General Meeting to consider the matter further.
- f. Subject to the prior approval of the Chair, to consider other matters and reports from the Dioceses.
- g. Subject to the prior approval of the Chair, to consider any other matters which members wish to raise.
9. The Secretary shall give at least one calendar month's written notice (which may be electronically transmitted) of the Annual Meeting or of any Extraordinary General Meeting to Associate Members via the diocesan Wardens and the business to be transacted at the Meeting shall be specified in such notice.
10. The Trustees shall request the Warden of Readers in each diocese to nominate and send to the Annual Meeting three Associate Members from that diocese to represent the views of the Readers in that diocese at the meeting. The Warden may nominate him or herself as one of these delegates. The Warden must notify the Secretary of the names of the delegates 7 working days before the meeting.
11. Unless the Trustees decide otherwise in any particular case, the costs of Associate Members attending general meetings of the Council (including residential meetings and conferences) shall not be borne by the Council.

RULES FOR MEETINGS

12. At all General Meetings, the Chair of the Council, or failing him/her the Vice-Chair, or in the absence of both, a member of the Trustees selected by the Trustees, shall take the chair.
13. The Chair, Vice-Chair, and Treasurer shall be members *ex-officio* of every sub-committee and working group set up by the Council or by the Trustees.
14. The Secretary is entitled to attend but not vote at any meetings of sub-committees and working groups and to receive notes and minutes of all such meetings.
15. As appropriate, employees of CRC may be invited to attend meetings.

RULES FOR WORKING GROUPS

16. Working groups of the Trustees may be set up by the Trustees at any time in accordance with clause-15 of the Constitution.
17. The Chair of each working group shall be appointed by the Chair and Vice-Chair of the Trustees, after consultation with the Trustees or a selection committee appointed by the Trustees for this purpose.
18. The Trustees shall, for each working group, decide on:
 - a. its membership, and the ratio of Trustees to other members;
 - b. the length of time that each shall serve and whether they shall be eligible for re-election for a second term;
 - c. whether the chair of each working group shall have power to co-opt further members and the length of time they may be asked to serve.
19. Sub-committee members who are not Trustees are subject to the same rules governing financial interests as are set out in Clauses 5-7 of the Constitution.

CHANGING THESE REGULATIONS

20. These Regulations may be amended by the Trustees with a simple majority resolution and such amendments shall be notified to the Annual Meeting for discussion and approval.

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