

The Annual Church Meeting: Sunday 17th May 2026

WHAT IS THE ANNUAL MEETING?

The Annual Meeting (officially called the Annual Parochial Church Meeting: APCM) is the opportunity we have each year to look back and give thanks for what God has done at the Minster over the previous 12 months, and to look forward with anticipation to the year ahead. It is a time to celebrate, to say thank you, to ask questions, and also to elect people to serve in different capacities in the life of the church. In terms of elections, only those who are registered on the Electoral Roll are able to vote. In 2026 there will be elections for the Parochial Church Council (PCC), the Deanery Synod and for the role of Churchwarden.

Each year the PCC are required to produce a 'Trustee Annual Report' (TAR) which goes to the Charity Commission alongside our 2025 accounts. This report and an agenda for the meeting will be distributed electronically in advance of the meeting.

WHAT IS THE ELECTORAL ROLL?

The Electoral Roll is closest the Church of England has to a membership list. If you have habitually worshipped at the Minster for over 6 months, you are invited to join the Electoral Roll. If you joined the new Electoral Roll, that began in 2025 you will automatically continue on the Electoral Roll for 2026 and no further action is needed at this time. If you are not currently on the Electoral Roll please complete the application form at the back of the Minster, or email admin@halifaxminster.org.uk

The closing date for sign up is 27th April 2026. The form asks if you are a resident in the Parish. A map of the Minster's parish is available to view below or online at www.achurchnearyou.com

WHAT IS THE PCC?

The Parochial Church Council (PCC) is the body in church responsible, under God and in co-operation with the Vicar, for some of the spiritual, missionary, legal and financial functions of the church. The Vicar works in consultation with the PCC who have a duty to support him and others involved in positions of ministerial leadership in prayer, by encouragement and in practical service. Ideally the PCC should reflect the demographics and views of a wide cross-section of our congregation so as to adequately represent the views of the laity (non-clergy).

Halifax Minster is also a registered charity, and therefore PCC members are also charity trustees and have a responsibility to ensure that we operate in a proper way in accordance with our objectives and Charity Commission guidance. Good governance is vital for the integrity of the church. There are FOUR vacancies for election to PCC to serve for 3 years (from 2026-2029).

WHAT IS THE DEANERY SYNOD?

Deaneries are small geographical areas in the Diocese of Leeds, within which a number of parishes are grouped under the care of an Area Dean. Halifax Minster is one of 24 churches in the Deanery of Halifax with the Calder Valley. Each deanery is governed by a Deanery Synod and is made up of clergy and laity. A Deanery Synod representative would need to commit to attend approximately four meetings per year. A Deanery Synod representative is also automatically entitled to serve on the Holy Trinity PCC. There are FOUR vacancies for election to Deanery Synod, to serve for 3 years (from 2026-2029).

If you would like to stand for PCC or the Deanery Synod you will need to:

- have been baptised and been on the Electoral Roll of Halifax Minster for at least 6 months;
- not be disqualified from being a charity trustee under the Charities Act (2011) and guidance (2018).
- be nominated by two people (who are also on the Electoral Roll). Please ask them to complete the application form
- commit to attend PCC meetings approximately six times per year, plus an annual away-day. The Deanery Synod meets approximately every three months.

WHAT IS A CHURCHWARDEN?

The Churchwarden is the position of senior lay-leadership in the church, and thus they work very closely with the Vicar and other senior leaders. They serve on the PCC and are the Bishop's representative in the parish.

There are two churchwarden positions, applicants need to be proposed and seconded by members of the Electoral Roll. Application forms are available at the back of the Minster.

Map of the Minster Parish of St John the Baptist, Halifax

