

SECTION 3

SCHEMES

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**THE SCHEME FOR THE SUPPORT OF MINISTRY
IN THE CHURCH IN WALES 2007**

- (1) From 1st January 2007:
 - (a) Subject to sub-section (3), the Representative Body shall provide each year a sum of money ("the Grant") calculated by reference to the estimated cost of the items listed in the schedule hereto ("the Schedule") in 2006 but limited to that part of the cost of such items met by the Representative Body for 2006;
 - (b) Subject to sub-section (1)(a) and sub-section 2(b), the Representative Body will no longer be responsible for meeting any part of the cost of the items listed in the Schedule;
 - (c) Subject to the Constitution of the Church in Wales and to any terms or conditions prescribed under subsection (5), each diocese shall determine for itself expenditure to be incurred upon the items listed in the Schedule.
- (2) (a) With effect from 1st January 2009 sub paragraph (g) of the Schedule shall be amended to read as follows:

"25% of bursaries and grants for ordinands"

 - (b) With effect from 1st January 2009 the Representative Body will be responsible for 75% of bursaries and grants for ordinands.
- (3) Prior to 31st December 2008 and each year thereafter the Representative Body shall review the Grant and shall determine whether and to what extent the Grant should be adjusted, provided that the Grant shall be maintained at no less than the level stated in subsection (1)(a) until 31st December 2008.
- (4) (a) The Grant shall be apportioned each year between the dioceses by reference to each diocese's share of the total expenditure by the Representative Body in 2002 on the items listed in the Schedule ("the Formula").
 - (b) Prior to 31st December 2008 the Representative Body shall review the Formula and determine whether it should be changed. Any such change shall not take effect before 1st January 2009.
- (5) The Representative Body, after consultation with each of the dioceses, may specify terms and conditions upon which the sum paid to each diocese shall be held and used by that diocese.
- (6) At the end of each quarter each diocese shall reimburse to the Representative Body any payments made by the Representative Body on behalf of and with the agreement of the diocese in respect of any of the items listed in the Schedule.

THE SCHEDULE

The items referred to in section 1 of this scheme are:

Clergy Benefits

- (a) Archdeacons' stipends, housing and expenses (where not parochial)
- (b) The stipends of the Dean, Residentiary Canon and Minor Canons of each cathedral
- (c) Contributions to Bishops' Hardship Funds
- (d) Contributions to Widows, Orphans & Dependants Funds
- (e) Chaplains currently paid from the Maintenance of Ministry Fund

Clergy Training

- (f) Bursaries and Grants for Ordinands
- (g) Grants to Educational Bodies (principally St Michael's College)

Property

- (h) Costs of parsonage maintenance
- (i) Cost of insurance of clergy houses
- (j) Provision of Curates' houses

Grants

- (k) Representative Body Grants to Cathedrals
- (l) Diocesan & Archdeacons' Registrars costs

Governing Body

- (m) Governing Body Meeting Expenses

MAINTENANCE OF MINISTRY SCHEME

REGULATIONS PRESCRIBED BY THE REPRESENTATIVE BODY

Part I

GENERAL PROVISIONS

1.

(1) This scheme shall be known as the Maintenance of Ministry Scheme, and all references to the Maintenance of Ministry Scheme or to the Reconstruction Scheme in the Constitution of the Church in Wales shall be taken to refer to this Scheme.

(2) From 1st January 2007 this Scheme shall be read subject to the Scheme entitled "The Scheme for the Support of Ministry in the Church in Wales 2007" (the "2007 Scheme") and in the event of any conflict between the 2007 Scheme and this Scheme the provisions of the 2007 Scheme shall prevail.

2.

The amount of any sum, grant, fee, allowance, stipend or gratuity referred to in this Scheme shall be determined from time to time by the Representative Body or the appropriate committee thereof and printed in the Schedule hereto, which Schedule need not be printed as part of this Scheme but the contents of which shall be printed at least annually by the Representative Body and distributed to its members and all serving clerics and deaconesses in the Church in Wales.

Part II

MAINTENANCE OF MINISTRY FUNDS

3.

The Representative Body shall provide an annual sum of money for all dioceses (hereinafter called the "Maintenance of Ministry Fund") towards the cost of the maintenance of the ministry. This sum shall be apportioned quarterly to dioceses in accordance with the number of clerics in post at the beginning of each quarter, which number shall be increased by one-fifth of the difference, if any, between the aforesaid number and the number of clerics stated by the Bench of Bishops to be required for each diocese, whenever the latter number exceeds the former.

4.

In addition to the Maintenance of Ministry Fund, the Representative Body shall make allocations to the dioceses pursuant upon bequests in accordance with the Schedule hereof.

5.

(1) Each Diocesan Board of Finance shall submit its recommendations in respect of the assigned stipends and allowances at least three months before such recommendations are to become effective, except in the case of a new appointment.

(2) At the commencement of the last month in each quarter the Representative Body shall inform each Diocesan Board of Finance of the estimated excess expenditure on the maintenance of the ministry over and above the quarterly sum provided under section 3 hereof, and the Board of Finance shall pay over to the Representative Body the sum so advised before the end of that quarter.

6.

(1) On the recommendation of a Diocesan Board of Finance, the following shall be a proper charge against the Maintenance of Ministry Fund for that diocese:

- (a) the stipends and employer's National Insurance contributions of Incumbents and Assistant Curates;
- (b) house allowance to Incumbents;
- (c) grants of a temporary nature to allow the Bishop in special circumstances (e.g. where there is no vacancy in the incumbency but the Incumbent is unable to officiate) to provide additional assistance in the benefice;
- (d) payments for any other purpose which would benefit an Incumbent or a retired Incumbent;
- (e) a grant to the widow, widower or other dependant of an Incumbent or an Assistant Curate immediately following his or her death;
- (f) a grant to a Diocesan Board of Finance for payment for duties in vacant curacies;
- (g) the removal expenses of:
 - (i) an Incumbent moving into an incumbency in the diocese, moving when required by the diocese within an incumbency or moving from an incumbency on retirement;
 - (ii) a widow, widower or other dependant of any deceased Incumbent who would have been entitled to a grant under (i) above;
 - (iii) an Assistant Curate taking up a first appointment, moving to another curacy or being appointed to a benefice in the diocese;

- (h) fees for services in vacant incumbencies, namely;
 - (i) the fee, if any, for taking a service during a vacancy in a cure by a cleric or deaconess in the full-time stipendiary ministry of the Church in Wales or undertaking service reckoned as "pensionable service" for the purposes of chapter XII¹ of the Constitution of the Church in Wales, or by a cleric in receipt of a pension in virtue of his or her service in holy orders, or by a cleric in the non-stipendiary ministry who is over seventy years old;
 - (ii) where a service is taken by a licensed reader a fee shall be paid to the Diocesan Association of Readers' Fund for each such service;
 - (iii) the travelling allowance for any person taking services in a vacant cure;
 - (i) a travelling expenses allowance payable to clerics or deaconesses who, at the request of the Diocesan Bishop, exercise pastoral care in neighbouring vacant parishes;
 - (j) the remuneration and expenses of Archdeacons, Canons, Area Deans and Diocesan Officers;
 - (k) the remuneration and expenses of no more than three accredited lay ministers in each diocese, who shall be counted in the number of clerics in post in the diocese for the purposes of the quarterly apportionment effected under section 3 hereof;
 - (l) augmentation of grant to the Cathedral Chapter under section 20;
 - (m) the expenses of the custodians of a parsonage in a vacant benefice, for which provision is made in chapter X² of the Constitution or the supplementary regulations thereto;
 - (n) contributions to the Parsonage Board Fund.
- (2) Except where otherwise provided, for the purpose of this section the expression:
- (a) INCUMBENT includes a cleric in charge of a suspended incumbency or conventional district and a Vicar in a rectorial benefice;
 - (b) ASSISTANT CURATE includes a cleric appointed to a full-time extra-parochial office by the Bishop by licence under seal and a Deaconess;
 - (c) DEPENDANT means a relative of a deceased cleric who, at the date of death, was residing and financially dependant upon him or her;
 - (d) DIOCESAN OFFICER means a cleric who at the request or with the consent of the Bishop performs specialist duties whether in addition to parochial duties or not;
 - (e) ACCREDITED LAY MINISTER means a lay person licensed by the diocesan Bishop to engage in the work of mission and ministry in the diocese or a parish or parishes thereof.

¹ Now Part II of the Schedule to this Scheme

² Now Regulation 14 of Chapter VII

(3) Except actual reimbursement of expenses and any fee for taking a service during a vacancy, the provisions of this section shall not apply to clerics in the non-stipendiary ministry of the Church in Wales.

Part III

PAROCHIAL CLERGY MINIMUM STIPENDS

7.

(1) A Diocesan Board of Finance shall not, without the express approval of the Representative Body, recommend a stipend of less than the minimum provided in the Schedule, for:

- (a) an Incumbent of a rectorial benefice;
- (b) any other Incumbent;
- (c) a Vicar in a rectorial benefice;
- (d) a cleric in charge of a suspended incumbency or conventional district;
- (e) a cleric appointed to an extra-parochial office by a Bishop by licence under seal.

(2) Provided that in any case in which an Incumbent or a Vicar in a rectorial benefice also holds an office or appointment other than in the ministry of the Church in Wales and for which a separate stipend or payment is received, the Bishop of the diocese may recommend to the Representative Body (acting through the Maintenance of Ministry Sub-Committee) that the stipend to be paid to such Incumbent or Vicar be such sum as together with the separate stipend or payment received by the Incumbent or Vicar shall be not less than the appropriate minimum specified in accordance with the provisions of sub-section (1) hereof.

(3) A Diocesan Board of Finance shall not, without the express approval of the Representative Body, recommend an allowance of less than the minimum provided in the Schedule, for an Area Dean.

(4) The provisions of this section shall not apply in respect of any non-stipendiary cleric.

8.

(1) A Diocesan Board of Finance may recommend a grant payable to a parish, in respect of each full-time Assistant Curate or Deaconess employed in that parish subject to the Assistant Curate or Deaconess being in receipt of a stipend not less than that laid down in accordance with the provisions of section 9(1) hereof. The amount of a grant shall in no case exceed the amount of the stipend paid by the parish.

(2) Special grants in lieu of curacy endowments existing prior to 31st March 1920 and the income from endowments given since that date shall continue to be paid in accordance with the endowment.

9.

(1) The minimum annual stipend for an Assistant Curate, Cathedral Chaplain or Deaconess shall be as provided in the Schedule.

(2) In special circumstances, a Diocesan Board of Finance may recommend a grant in respect of an Assistant Curate or Deaconess who, with the approval of the Bishop, is in receipt of a stipend less than the prescribed minimum.

(3) These provisions shall apply in respect of any Assistant Curate or Deaconess who has been nominated by an Incumbent to act as Assistant Curate or Deaconess in a parish with the permission of the Bishop, and is undertaking full-time stipendiary duty.

Part IV

DIGNITARIES AND DIOCESAN CLERGY

10.

The Representative Body shall provide and pay the following stipends and expenses in respect of dignitaries and diocesan clergy.

11.

THE DIOCESAN BISHOP

(1) The Representative Body shall provide for each Diocesan Bishop a personal stipend and an allowance towards the costs of the upkeep of his chapel and maintenance of his robes.

(2) Each Diocesan Bishop may claim the following further allowances:

- (a) the reimbursement of the cost of duty travel by public transport and a travelling allowance for duty travel by car;
- (b) the reimbursement of reasonable expenses of accommodation incurred on duty travel;
- (c) subject to consultation with the Bishops' Residences and Expenses Subcommittee³, the reimbursement of the cost of wages, subsistence and National Insurance contributions in respect of a driver;
- (d) the reimbursement of reasonable office expenses;
- (e) within the Representative Body's salary scale for secretarial staff at 39 Cathedral Road, Cardiff, the reimbursement of the cost of salary and National Insurance contributions and other reasonable expenses in respect of his secretary;
- (f) the reimbursement of reasonable expenses of hospitality;
- (g) the reimbursement of the expenses incurred in connection with ordinations; and
- (h) the reimbursement of 75% of the cost of heating and lighting his residence.

(3) The Archbishop shall, in addition to his stipend and allowances as a Diocesan Bishop, receive a further allowance.

³ Now the Human Resources Committee

12.

ASSISTANT BISHOPS

The Representative Body shall provide a stipend for an Assistant Bishop who is appointed to serve in the diocese of the Archbishop, which stipend shall be reduced by the amount of any other stipend payable to the Assistant Bishop by the Representative Body.

13.

THE DEAN

The Representative Body shall provide a stipend for a Dean.

14.

RESIDENTIARY CANONS

(1) The Representative Body shall provide a stipend for each full-time Residentiary Canon appointed under part 3 of the Schedule to a Cathedral Scheme.

(2) The amount of such stipend, which shall not exceed that specified in the Schedule, shall be agreed from time to time between the Bishop of the diocese and the Chairman of the Maintenance of Ministry Sub-Committee.

15.

CATHEDRAL CHAPLAINS

The Representative Body shall provide stipends for two Chaplains of each of the following cathedrals, namely:
St Asaph; Bangor; St.Davids; Llandaff; St.Woolos, Newport; and Brecon.

16.

ARCHDEACONS

- (1) The Representative Body shall provide a stipend for each Archdeacon, provided that:
- (a) the stipend shall be reduced by the amount of any other stipend payable to the Archdeacon by the Representative Body; and
 - (b) a stipend which has not been reduced in accordance with the provisions of paragraph (a) hereof shall not be paid to more than one Archdeacon in each diocese.
- (2) An Archdeacon shall be provided with a residence.
- (3) An Archdeacon may claim the following further allowances in respect of his duties as an Archdeacon:
- (a) the reimbursement of the cost of duty travel by public transport and a travelling allowance for duty travel by car;
 - (b) the reimbursement of reasonable expenses.

17.

REMOVAL EXPENSES FOR DIGNITARIES

- (1) The Representative Body shall contribute towards the reasonable expenses of removal of dignitaries and their dependants, in such manner as shall be decided by the Maintenance of Ministry Sub-committee⁴.
- (2) For the purposes of this section, "dignitaries" shall mean Bishops, Assistant Bishops, Deans, full-time Residentiary Canons, Archdeacons and Cathedral Chaplains.

⁴ Now the Human Resources Committee

Part V

OTHER FINANCIAL PROVISIONS

18.

GRANT FOR WIDOWS, ORPHANS AND DEPENDANTS SOCIETY

The Representative Body shall make an annual grant to the Widows, Orphans and Dependants Society of the Church in Wales.

19.

THE CATHEDRAL CHAPTER

(1) The Representative Body shall make a grant to each Cathedral Chapter to be applied for any purpose in carrying out its Cathedral Scheme, and may make an additional grant to a Cathedral Chapter of an amount equal to the stipend provided for a Cathedral Chaplain under section 15 hereof.

(2) Each Cathedral Chapter shall furnish annually to the Representative Body, audited accounts which shall include all monies received from the Representative Body and income from properties vested in the Representative Body and managed by the Dean and Chapter.

Part VI

PARSONAGE BOARD

20.

The contributions to the Diocesan Parsonage Board Account from each parsonage in the diocese within the Parsonages Scheme for the year commencing 1st January shall be at one of the rates selected by the Diocesan Parsonage Board, after consultation with the Diocesan Board of Finance from among those provided in the Schedule.

Part VII

CLERICAL GRATUITIES

21.

The Scheme for Clergy Pensions and Gratuities is set out in the Schedule hereto.

Part VIII

MISCELLANEOUS MATTERS

22.

- (1) A Diocesan Board of Finance, in conjunction with the Bishop, is responsible for the administration of any grant made to it for the payment for duties in vacant curacies.
- (2) Requisition forms for payment towards the cost of duties in vacant curacies shall be forwarded to the Diocesan Board of Finance.
- (3) Each Diocesan Board of Finance shall submit to the Representative Body a statement of account at the end of each financial year showing the application of the grant.

23.

- (1) The Maintenance of Ministry Sub-committee⁵ shall keep the working of this Scheme under review and shall report as necessary, and at least once in each triennial period, to the Representative Body.
- (2) The Maintenance of Ministry Sub-committee⁶ shall have power to decide any question of interpretation which it may be necessary to decide for the purpose of this Scheme.

24.

The Representative Body shall have power to make such modifications as it thinks fit to this Scheme and action so taken by the Representative Body shall be reported to the Governing Body.

25.

Notwithstanding anything herein contained, no pension shall be paid which exceeds the limits permitted by the Finance Act, 1970 or any statutory modification thereof for the time being in force and the "final remuneration" of a cleric for such purpose shall be calculated in accordance with the provisions of Part II of the Schedule hereto.

⁵ Now the Human Resources Committee

⁶ Now the Human Resources Committee

THE SCHEDULE

Part I

AMOUNTS OF SUMS, ALLOCATIONS, GRANTS, FEES, ALLOWANCES,
STIPENDS AND GRATUITIES REFERRED TO IN THIS SCHEME

1.

The amount of the Maintenance of Ministry Fund, mentioned in section 3 (s.3) of the Scheme, shall be £0

2.

The amounts of the allocations mentioned in section 4 shall be:

- (a) £800 per annum to the Diocese of Monmouth in respect of the Llangattock Bequest;
- (b) £400 per annum to the Diocese of Llandaff in respect of the Neale Bequest;
- (c) £300 per annum to the Diocese of St Asaph for the benefice of Hawarden in respect of the Gladstone Bequest; and
- (d) £276 per annum to the Diocese of Swansea and Brecon under Sir John Llewellyn and the Baker Haynes Bequests.

3.

The amount of the grant to the Widow, Widower or other Dependant mentioned in s.6(1)(e) shall be £100.

4.

The amount of fees mentioned in section 6(1)(h) for taking services in a vacant incumbency shall be (from 1 January 2020):

	£
(a) cleric or deaconess in the full-time stipendiary ministry or in pensionable service	0
(b) cleric in receipt of a pension by virtue of service in Holy Orders	24.00
(c) cleric in the non-stipendiary ministry over seventy years old	24.00
(d) licensed Reader.....	24.00

5.

The amount of the travelling allowances mentioned in the following sections shall be (from 6 April 2011):

- (a) cleric or deaconess
in the full-time stipendiary ministry or in pensionable service and others, taking a service in a vacant incumbency s.6(1)(h), and pastoral care of the vacant parish s.6(1)(i)
 - (i) first 10,000 miles45p per mile
 - (ii) thereafter25p per mile
- (b) Diocesan Bishop
where a car is not provided by the Representative Body) s.11(2)(a) (i)
 - first 10,000 miles.....45p per mile
 - (ii) thereafter25p per mile
- (c) Archdeacon s.16(3)(a)
 - (i) first 10,000 miles45p per mile
 - (ii) thereafter25p per mile

The amount of the travelling allowances mentioned in (a) to (e) above are subject to HM Revenue and Customs review in April of each year. Details of any such review will be sent to all concerned.

6.

(1) The amount of the minimum stipends referred to in the following sections shall be (from 1 January 2020):

	£	% of Incumbents Stipend (approx)
(a) Assistant Curate, Cathedral Chaplain or Deaconess s.9(1),s.15.....	21,559	85
(b) Incumbent, Vicar in Rectorial Benefice, Cleric in Charge and Cleric appointed to an extra-parochial office. S7(1)(b)(c)(d)(e).....	25,363	100
(c) Incumbent of Rectorial Benefice s.7(1)(a)	26,631	105

(2) The amount of the stipends in the following sections shall be:

(a) Residentiary Canon s.14(2).....	29,167	115
(b) Archdeacon s.16(1)	38,805	153
(c) Dean s.13	39,312	155
(d) Assistant Bishop s.12	43,117	170
(e) Diocesan Bishop s.11(1).....	46,921	185
(f) Archbishop.....	50,726	200

7.

The amount of the allowances mentioned in the following sections shall be:

	£
(a) Diocesan Bishop - chapel and robes s.11(1)	50 per annum
(b) Archbishop s.11(3).....	700 per annum
(c) Area Dean s.7(3).....	2,484 per annum

8.

The rates referred to in the following sections shall be (from 1 January 2020):

Parsonage Board s.20:

Parsonages other than houses occupied by Assistant Curates		Houses occupied by Assistant Curates	
Diocesan Board of Finance	Representative Body	Diocesan Board of Finance	Representative Body
£ 5,535	£ 0	£ 5,535	£ 0

9.

The amount of sums referred to in the following sections shall be:

	£
Surviving Spouse's Gratuity: s.19(4)(a) of Part II of the Schedule.....	2,500

THE SCHEDULE

Part II

CLERGY PENSION SCHEME

General Pensions Provisions

1.

Pensions under this Scheme shall be non-contributory, and shall be paid by the Representative Body.

2.

No pension payable by the Representative Body under this Scheme shall be capable of being assigned or surrendered.

3.

Except as otherwise provided, the former Clergy Pensions Scheme (in this Schedule called *the Previous Scheme*) ceased to have effect from 31st December 1977, and this present Scheme took effect on 1st January 1978.

4.

Any matter relating to this Scheme for which provision is not hereby made shall be determined by the Representative Body.

Pensionable Service

5.

(1) Pensionable service means years of service rendered by a cleric or deaconess in the full-time stipendiary ministry of the Church in Wales, or elsewhere as hereinafter provided, but in the case of persons retiring after 20th September 1983 every completed month shall count as a twelfth part of a year in calculating the total period of such pensionable service.

(2) Full-time stipendiary service in the Church in Wales, as a Secretary of a Provincial Council or Committee, or as a Diocesan Officer appointed to perform extra-parochial duties by licence under seal, shall be regarded as pensionable service.

(3) The Representative Body shall decide in every case whether a cleric or deaconess in part-time stipendiary service in the Church in Wales shall be allowed to accrue pension benefits proportional to those accrued by clerics or deaconesses in full-time stipendiary service.

6.

The maximum period of pensionable service for the purpose of calculating a pension shall be forty years, and the minimum two years.

7.

In any of the following cases, where

- (a) a Diocesan Bishop with the consent of the Bench of Bishops, or any other cleric or a deaconess with the consent in writing of the Bishop, leaves Wales to serve in the mission field overseas or as a chaplain to a Welsh church in England; or
- (b) a cleric or deaconess serves for a period as a full-time chaplain in Wales of the Mission to Seafarers; or
- (c) a cleric or deaconess serves for a period as a full-time member of the teaching staff of the University of Wales, Lampeter or St. Michael's College, Llandaff, or as a full-time warden or other member of the staff of a church hostel in Wales recognised as such by the Bench of Bishops,

such service shall be deemed to be pensionable service within this Scheme, unless such service, of itself, carries pension rights consequent thereon, and provided that the Representative Body may determine whether any particular service overseas is in the mission field.

8.

In the case of a cleric or deaconess whose ordination was delayed for a period on account of any effect of war or on account of performing National Service on the advice of the Bishop of the diocese prior to, but having been selected for, ordination, the Representative Body may declare that the whole or any part of such period shall be reckoned as pensionable service for the purposes of this Scheme, provided nevertheless that where such a cleric or deaconess has received a pension or gratuity from the Crown, other than a war disability pension or a war gratuity, the period of service in respect of which such pension or gratuity was paid shall not be so reckoned as pensionable service.

9.

In any cases where pursuant to the provisions of sections 17 or 18 of Chapter VI a cleric or deaconess has been required to retire, the amount of the pension shall be ascertained by reference to years of pensionable service in like manner as in the case of a cleric or deaconess who has retired under the provisions of this Scheme.

10.

The Representative Body may decide that service rendered by a cleric or deaconess other than as expressly referred to herein shall be deemed to be pensionable service.

Rates of Payment and Inland Revenue Funding Limits

11.

(1) The rate for the payment of pensions to clerics and deaconesses whose pensionable service began prior to 1st January 2006 shall be, for each year of pensionable service, one-fortieth of sixty *per cent* of the minimum stipend of the highest pensionable office held at any time during the last five years of such pensionable service.

(2) The rate for the payment of pensions to clerics and deaconesses commencing or returning to pensionable service after 31st December 2005 shall be, for each year of pensionable service thereafter, one fortieth of fifty *per cent* of the minimum stipend of the highest pensionable office held at any time during the last five years of such service.

(3) For the purposes of subsection (1) hereof, the offices of Archbishop, Diocesan Bishop, Assistant Bishop, Dean, Archdeacon, and Incumbent shall be pensionable offices.

- (4) A cleric who has not held one of the pensionable offices mentioned in subsection (3) hereof and a deaconess shall be paid a pension as though he or she had been an Incumbent, provided that the offices of a Residentiary Canon and of a Rector in a Rectorial Benefice shall be deemed to be pensionable offices for the purposes of subsections (1) and (2) hereof in the case of clerics holding either office on 31 December 2001 or who, having held such office on or before that date, retired from the full-time stipendiary ministry of the Church in Wales on or before 31 December 2006 having held the office during the five years prior to their retirement.
- (5) No pension rights shall be deemed to accrue as a result of any allowance or additional stipend paid to a cleric by reason of serving in a non-pensionable office.
- (6) (a) For the purpose of calculating the pension and pension lump sum to be paid in accordance with this Scheme remuneration of a cleric or deaconess shall be taken to be the stipend paid by the Representative Body to such cleric or deaconess for the year immediately before retirement, provided that if a higher pensionable office has been held at any time during the last five years of pensionable service with the Church in Wales, the current stipend of that higher office shall be deemed for the purposes of this Scheme to have been paid for the year immediately before retirement; and
- (b) Where prior to 6 April 2006 the Scheme was operated by reference to the limit on pensions imposed by HMRC "final remuneration" included the sum provided in the Schedule to the Maintenance of Ministry Scheme of the agreed value to such cleric or deaconess of the house which he or she then occupied for the purpose of determining whether or not a pension exceeded such limit.

Payment

12.

- (1) No pension shall be paid without an application therefore, made in the form prescribed by the Representative Body, and signed by or on behalf of the applicant.
- (2) Save in the case of an applicant under the provisions of paragraph 15(1) hereof or where the applicant is the Archbishop or a Diocesan Bishop, the application shall be countersigned by the Diocesan Bishop.
- (3) In the case of an applicant under the provisions of paragraph 15(1) hereof, the application shall be submitted direct to the Secretary of the Representative Body.

13.

- (1) The rate of pensions in payment in respect of pensionable service completed before 1st January 2006 shall be increased by the percentage by which minimum clerical stipends are increased in each year.
- (2) (a) The rate of pensions in payment in respect of pensionable service completed after 31st December 2005 shall increase annually by the same percentage as the percentage increase in the Retail Price Index as published by the Office for National Statistics or its successors over the previous twelve months subject to a maximum increase of 5%.
- (b) If such index ceases to be published or the methods used to compile it make it impossible to calculate such percentage the index by reference to which such increase shall be calculated or an alternative method of calculation shall be determined by the Governing Body.

14.

Before and at any time during the continuance of payment of a pension to a cleric or deaconess suffering permanent disability within section 3 of Chapter XII of the Constitution, the Representative Body shall have the right to require such cleric or deaconess to undergo a medical examination by a doctor selected by the Representative Body, and in the event of such cleric or deaconess recovering his or her health and accepting a stipendiary office the Representative Body may, if it thinks fit, review the amount of such pension.

Frozen and Transferred Pensions

15.

(1) In the case of a person, not in pensionable service, who attains the appropriate minimum retirement age under Chapter VIII of the Constitution after 5th April 1975 and who qualifies for a pension under the provisions of this Scheme, the method of calculating the amount of such pension shall be that obtaining on 1st January 1978 or the date when such person ceased to be in pensionable service, whichever is the later. Nevertheless, on or after 20th September 1983, the amount of such pension shall be reviewed annually and increased by the percentage increase in the Retail Price Index over the previous twelve months up to, but not exceeding, *five per cent per annum*. On retirement the amount of such pension shall again be reviewed and increased by the percentage increase in the Retail Price Index over the period since the previous review, up to, but not exceeding, one twelfth part of five *per cent* for each completed month of such period.

(2) Where a person retires in circumstances where he or she was not in pensionable service in the Church in Wales immediately before such retirement, such person shall nevertheless be entitled to a pension under the provisions of sub-paragraph (1) hereof in accordance with his or her years of pensionable service if some part thereof accrued on or after 5th April 1975.

Discretionary and Ex Gratia Payments

16.

The Representative Body shall have power to make an *ex-gratia* award, if the Bishop of the diocese so recommends and on such conditions as the Representative Body may think fit, for the benefit of a cleric or deaconess who has less than two years pensionable service to his or her credit; such award shall be capable of review at any time.

17.

Where the total income of any person in receipt of a pension under this Scheme is less than the maximum pension of an Incumbent, the Representative Body may, if it thinks fit, augment such pension by way of a discretionary grant.

Voluntary Early Retirement Provisions

18.

(1) Without prejudice to section 2(2) of Chapter VIII of the Constitution a cleric may retire from the stipendiary ministry provided he/she has attained 55 years of age or will attain 55 years of age on the proposed date of retirement.

(2) (a) A cleric who wishes to make an application to retire early must give to the Diocesan Bishop 3 months notice which period can only be reduced with the agreement of the Diocesan Bishop.

(b) The early release of pension and pension lump sum will be subject to actuarial reduction to take account of the early commencement of pension payments and the potentially longer period of payment.

(3) A pension granted in such circumstances is reduced for the whole period during which the pension is payable as is the prospective pension to the surviving spouse or civil partner, during which payment the pension will be subject to the same percentage increase each January as pensions taken at or after normal pension age.

19.

- (1) A pension lump sum shall be paid to each retiring cleric or deaconess (hereinafter called "the beneficiary") who is entitled to a pension payable by the Representative Body.
- (2) The pension lump sum may be increased at the request of the retiring cleric or deaconess on reduction of annual pension.
- (3) The amount of the increased pension lump sum and reduced pension shall be determined by the Representative Body from time to time.

20.

(1) Where the beneficiary was in full-time service in the ministry of the Church in Wales immediately before retirement, the maximum pension lump sum will relate to the pensionable office held at the date of retirement and will be calculated at 1½ times the minimum recommended stipend of that office at 31 December preceding the date of retirement plus 1½ times one-twelfth of the annual increase for each completed month of service in the calendar year of retirement; provided that if a higher pensionable office has been held at any time during the last five years of pensionable service with the Church in Wales that higher office will be deemed for the purposes of this sub-section to have been held at the date of retirement.

The maximum pension lump sum is payable where forty years pensionable service has been completed. If the beneficiary has served for a shorter period, the pension lump sum payable will be the proportion which the number of years and completed months of pensionable service bears to forty years.

(2) Where the beneficiary was not in full-time pensionable service in the ministry of the Church in Wales immediately before qualifying for a pension payable by the Representative Body on attaining the minimum retirement age under Chapter VIII of the Constitution, the pension lump sum payable to the beneficiary shall be calculated at the rate obtaining on 1st January 1978 or the date when the beneficiary ceased to be in the full-time pensionable service in the ministry of the Church in Wales, whichever is the later. Nevertheless, on or after 20th September 1983, the amount of such pension lump sum shall be reviewed annually and increased by the same percentage as the percentage increase in the Retail Price Index over the previous twelve months up to, but not exceeding, five per cent per annum. On retirement, the amount of such pension lump sum shall again be reviewed and increased by the same percentage as the percentage increase in the Retail Price Index over the period since the previous review, up to, but not exceeding, one twelfth part of five per cent for each completed month of such period.

(3) If a cleric or deaconess retires before attaining the minimum retirement age on the grounds of permanent disability and has been awarded a pension payable by the Representative Body, such cleric or deaconess shall be entitled to the payment of a pension lump sum.

(4) In the event of a cleric or deaconess, who at the date of his or her death was in pensionable service and had attained the age of seventy, dying before retirement and who otherwise would have been entitled to a pension lump sum under the provisions of this Scheme on retirement and whose spouse or civil partner is not entitled to the Church in Wales Death in Service payment, there shall be paid to the surviving spouse or civil partner the greater of the following two sums:

- (a) the sum provided in the Schedule to the Maintenance of Ministry Scheme; or
- (b) the notional pension lump sum to which the cleric or deaconess would have been entitled under the provisions of this Scheme if he or she had retired immediately before his or her death.

In the event of the cleric or deaconess not leaving such a surviving spouse or civil partner, there may be paid to his or her dependants or relatives such sum, but not exceeding the amounts set out in (a) and (b) above, as shall be determined by the Bishop of the diocese.

21.

For the purposes of paragraph 20 hereof, the expression “full-time service in the ministry of the Church in Wales” shall include service reckoned as “pensionable service” for the purpose of paragraphs 5 to 10 hereof, and the Representative Body shall have full power to decide whether the service rendered by a cleric or deaconess is “full-time service in the ministry of the Church in Wales”.

Pensions for Surviving Spouses or Civil Partners

22.

A surviving spouse or civil partner, whose spouse or civil partner died on or after 23rd September 1994, shall be entitled to a pension as of right, if

- (a) the deceased, immediately before his or her death, was a cleric or deaconess who was either
 - (i) in receipt of a pension (including an *ex-gratia* pension) or a grant in respect of service in the ministry of the Church in Wales, payable by the Representative Body, or
 - (ii) in pensionable service and he or she had at least two pensionable years of service to his or her credit,

and

- (b) the surviving spouse or civil partner was married to, or in a civil partnership with, the deceased, if retired, at the time of retirement.

23.

(1) The rate of such pension shall be sixty *per cent* of the pension which the deceased cleric or deaconess was receiving at the date of death or would have been entitled to receive under the provisions of this Scheme if the deceased had retired immediately before death.

(2) For the purpose of this paragraph, save where a surviving spouse or civil partner's pension is calculated on the deceased spouse or civil partner's entitlement under paragraph 15(1) hereof, any increase in the rate of clergy pensions shall be deemed to be applicable to the surviving spouse or civil partner's pension.

24.

The Representative Body shall have power, in exceptional circumstances, to award an *ex-gratia* pension to a surviving spouse or civil partner whose deceased spouse or civil partner satisfied the requirements of either paragraph (a), (b) or (c) of paragraph 28 hereof, notwithstanding that he or she had not been married to, or in a civil partnership with, the deceased for at least five years.

25.

Where the total income of any surviving spouse or civil partner in receipt of a pension under this Scheme is less than sixty *per cent* of the maximum pension of an Incumbent, the Representative Body may, if it thinks fit, augment such pension by way of a discretionary grant.

Transitional Provisions

26.

All clerics or deaconesses who retired during the years 1978 to 1984 (inclusive) shall, in addition to their pensions, receive annually the following augmentation for each year of pensionable service less than 40 years (subject to a maximum of 20 years).

<i>Year of retirement</i>	<i>Amount of augmentation</i>
	£
1978	21
1979	18
1980	15
1981	12
1982	9
1983	6
1984	3

27.

Notwithstanding the provisions of section 11 hereof, clerics who served as Area Deans at any time between 1st January 1992 and 31st December 1996 or who retire within five years of holding that office during that period, shall be paid a pension at the rate of one-fortieth of sixty *per cent* of the stipend of an Area Dean, which shall include any allowance or additional stipend paid to the cleric by virtue of serving in that office.

28.

A surviving spouse whose deceased husband or wife was immediately before his or her death a cleric or deaconess who was either:

- (a) in receipt of a pension (including an *ex-gratia* pension) or a grant in respect of service in the ministry of the Church in Wales, payable by the Representative Body, or
- (b) would have been in receipt of a pension if the previous Pension Scheme had been in operation at the date of death, or
- (c) in pensionable service and with at least two pensionable years of service to his or her credit,

shall be entitled to a pension as of right if:

- (i) in the case of a cleric or deaconess who died before 1st April 1966, he or she had at least ten pensionable years of service to his or her credit and she or he had been married to him or her for at least five years and was cohabiting with him or her at the time of his or her death;
- (ii) in the case of a cleric or deaconess who died on or after 1st April 1966 and before 1st January 1978, he or she had at least five pensionable years of service to his or her credit and she or he had been married to him or her for at least five years and was cohabiting with him or her at the time of his or her death;
- (iii) in the case of a cleric or deaconess who died on or after 1st January 1978 and before 23 September 1994 he or she had at least five pensionable years of service to his or her credit and had been married to the deceased for at least five years and was cohabiting with him or her at the time of death.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF ST. ASAPH**

Section I

THE PREFACE

1.

The Constitution, Statutes, Ordinances and Customs of the cathedral church of St. Asaph which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 1st January 1974.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of St. Asaph shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as *the Chapter*), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean, six Prebendaries and seven canons; of the Prebendaries the Archdeacon of St. Asaph (Prebendary of Llanfair 1), the Archdeacon of Montgomery (Prebendary of Llanfair 2) and the Archdeacon of Wrexham (Prebendary of Meliden and Treasurer) shall rank according to the date of their appointment, after whom the Precentor (Prebendary of Faenol), the Chancellor (Prebendary of Llanefydd) and the Sacrist (Prebendary of Meifod) shall rank according to the date of their appointment, and the seven Cursal Canons shall rank after the Prebendaries according to the date of their appointment.

3.

After collation and on presentation of the Bishop's Mandate, each member of the Chapter shall be installed by the Dean and admitted into the Chapter, having first made and signed a declaration faithfully to observe the Constitution, Statutes, Ordinances and Customs of the cathedral, and this Scheme, and diligently to perform the duties required of him or her as a member of the Chapter.

4.

Every Prebendary or Canon holding an incumbency or other office in the diocese shall resign the prebend or canonry when he or she ceases to be an Incumbent or to hold such other office, unless the Bishop shall otherwise determine.

5.

The Bishop, in conferring a prebend or canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such prebend or canonry when he or she ceases to hold such office.

6.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Prebendary or Canon solely in virtue of the prebend or canonry, the Bishop shall have power, with the consent of the Chapter, to assign to such Prebendary or Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE BISHOP

1.

The existing powers of the Bishop as Visitor, and his Ordinary Jurisdiction over the cathedral and the Chapter, shall continue as in times past.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop may hold Ordinations, Confirmations, Synods and Visitations in the cathedral at such times and in such manner as he shall determine; he may also hold other special services in the cathedral, after consultation with the Dean.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean, Prebendaries and Canons, to assist the Bishop, if he so require, at all services or administrations in the cathedral at which he is the principal officiant.

6.

The Bishop has the right to hold a Consistory Court in the cathedral.

7.

The Bishop may, as occasion arises, summon the Chapter to meet him in the chapter house; at such meetings with the Chapter the Bishop shall preside, but he may retire while the Chapter determines its response to his proposals or questions. It shall be the duty of every member of the Chapter to attend such meetings.

8.

The Bishop may, with the consent of the Chapter, abrogate, alter, abridge, enlarge, interpret, or add to the Constitution, Statutes or Ordinances of the cathedral, or abolish any Custom thereof, provided always that such power shall not extend to anything contained in this Scheme.

Section IV

THE DEAN

1.

The Dean is the principal member of the Chapter.

2.

The Dean shall keep residence for at least eight months in each year, meaning that, during such time:

- (a) he shall live and sleep in the official deanery house;
- (b) he shall attend Divine Service in the cathedral regularly.

3.

The Dean shall preside at all meetings of the Chapter, and in case of equal voting shall have a second or casting vote.

4.

The Dean shall be responsible for the due performance of their respective duties by the Dignitaries, Prebendaries, Canons, Vicars Choral or Chaplains, and the officials of the Chapter; he shall see that the regulations which concern their duties are made known to them, and shall instruct, advise, and admonish them if need be, for the proper discharge of their duties, but he shall not take further proceedings without the consent of the Chapter.

5.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

6.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section V

THE DIGNITARIES, PREBENDARIES AND CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule, in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

Until the offices of Precentor, Chancellor, Treasurer and Sacrist shall be adequately endowed, the duties of these respective offices shall be carried out by the Dean, or such other member or members of the Chapter as the Bishop may from time to time determine.

3.

It shall be the duty of the members of the Chapter to attend all meetings thereof, and take due part in the business of the Chapter.

Section VI

THE CHAPTER

1.

There shall be two ordinary meetings of the Chapter in each year, on dates to be approved by the Chapter, but such dates may be altered for adequate reason at the discretion of the Dean.

2.

Special meetings of the Chapter may be summoned at any other times when, in the opinion of the Dean, the business of the cathedral so requires, and likewise on the requisition in writing of any four members of the Chapter.

3.

The Chapter being a College or Society, the decision of the majority of the members thereof shall be accepted as the decision of the whole and shall bind all the members.

4.

Five members of the Chapter present shall be a quorum, but they shall not conclude any business for which the consent of a majority of the Chapter is requisite.

5.

Any resolution which has received the consent of eight members of the Chapter present and voting shall be accounted an Act of the Chapter.

6.

The Chapter shall make such orders, regulations and bye-laws as may be necessary to give effect to this Scheme, and shall have power to revise, annul or add to the said orders, regulations and bye-laws from time to time, on notice of the proposal to exercise such power, given to each member of the Chapter at least fourteen days before the meeting.

7.

The Chapter shall appoint a Registrar, Actuary, Receiver or Agent (otherwise known as the Chapter Clerk) who, in person or by a deputy approved by the Chapter, shall attend all meetings of the Chapter and take minutes of the proceedings thereof, shall perform such other duties as are set forth in the orders, regulations or bye-laws aforesaid, and shall keep in safe custody all books, deeds and papers belonging to the Chapter, unless and until the Chapter otherwise orders.

Section VII

THE VICARS CHORAL OR CHAPLAINS

1.

The Stipendiary Vicars Choral or Chaplains appointed by the Chapter shall do such work within the cathedral church as the Dean may direct in accordance with the regulations of the Chapter, and one of the said Vicars Choral or Chaplains may be the Succentor of the cathedral.

2.

The Chapter may, if they think fit, appoint two Honorary Vicars Choral, who shall perform such duties as the Chapter shall from time to time determine.

Section VIII

THE CATHEDRAL LIBRARY

The cathedral library shall be under the charge of a Librarian appointed by the Chapter, who shall hold office during their pleasure. The books of the library shall be issued to the diocesan clergy and others, under rules approved by the Chapter.

THE SCHEDULE

Part 1

The Prebendaries and Canons shall each reside for such period in every year, and in such rotation, as the Chapter may from time to time determine. Such residence shall mean: to live and sleep in such place as the Chapter shall from time to time require, to attend Divine Service in the cathedral regularly throughout the period of residence, and to preach as often in the cathedral as the Chapter may prescribe, but the Prebendary or Canon in residence may preach additional sermons in the cathedral at the request or with the permission of the Dean.

Part 2

1.

Residence at the cathedral shall not be required of any of the Prebendaries and Canons.

2.

One Prebendary or Canon, nominated from time to time by the Chapter, shall be present at the cathedral services on every Sunday, and shall take such part therein as the Dean may direct, in accordance with the regulations of the Chapter.

3.

The Prebendary or Canon so present in the cathedral shall preach as often on that Sunday as the Chapter shall from time to time prescribe, but may preach additional sermons at the request or with the permission of the Dean.

4.

The Chapter shall endeavour to ensure that at least one of their number is present at Morning and Evening Prayer in the cathedral, daily throughout the year.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such period or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF BANGOR**

Section I

THE PREFACE

1.

The Constitution, Statutes, Ordinances and Customs of the cathedral church of Bangor which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 1st January 1974.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of Bangor shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as *the Chapter*), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean and twelve Canons, namely, the Archdeacon of Bangor and Anglesey, the Archdeacon of Merioneth, the Prebendary of Llanfair, the Prebendary of Penmynydd, the Treasurer, the Chancellor, the Precentor, the First Canon, the Second Canon, the Third Canon, the Fourth Canon, and the Fifth Canon.

3.

After collation and on presentation of the Bishop's Mandate, every member of the Chapter shall be installed by the Dean and admitted into the Chapter, after having first read aloud in the cathedral the declaration heretofore made by a Canon at his or her installation.

4.

The expenses of any member of the Chapter incidental to his or her collation, installation or resignation shall be defrayed out of the common fund or other available resources (if any) of the Chapter.

5.

Every Canon holding an incumbency or other office in the diocese shall resign the canonry when he or she ceases to be an Incumbent or to hold such other office, unless the Bishop shall otherwise determine.

6.

The Bishop, in conferring a canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such canonry when he or she ceases to hold such office.

7.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Canon solely in virtue of the canonry, the Bishop shall have power, with the consent of the Chapter, to assign to such Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE BISHOP

1.

The existing powers of the Bishop as Visitor, and his Ordinary Jurisdiction over the cathedral and the Chapter, shall continue as in times past.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop shall have the right to hold Confirmations, Ordinations, Synods and Visitations in the cathedral, on giving due notice to the Dean.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean and Canons to assist the Bishop, if he so require, at all services or administrations in the cathedral at which he is the principal officiant.

6.

The Bishop may, as occasion arises, summon the Chapter to meet him in the chapter house; at such meetings with the Chapter the Bishop shall preside, but he may retire while the Chapter determines its response to his proposals or questions. It shall be the duty of every member of the Chapter to attend such meetings.

7.

The Bishop may, with the consent of the Chapter, abrogate, alter, abridge, enlarge, interpret, or add to the Constitution, Statutes or Ordinances of the cathedral, or abolish any Custom thereof, provided always that such power shall not extend to anything contained in this Scheme.

Section IV

THE DEAN

1.

There shall be a Dean of the cathedral, who shall be other than the Bishop. The Dean is the principal member of the Chapter.

2.

The Dean shall keep residence for at least eight months in every year.

3.

During his period of residence the Dean shall officiate at such services and preach on such occasions in the cathedral as the Chapter may from time to time arrange with him.

4.

The Dean, during his period of residence, shall live and sleep in the official house attached to the deanery, or such other place as the Chapter may from time to time determine, and shall attend regularly at the cathedral services on Sundays and weekdays.

5.

The Dean shall preside at all meetings of the Chapter, and in case of equal voting shall have a second or casting vote.

6.

The Dean shall instruct, advise or admonish any of the Dignitaries, Canons, Minor Canons, Organists, servants or employees of the Chapter, in order that they may the better discharge their respective duties, but he shall not take any further proceedings without the consent of the Chapter.

7.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

8.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section V

THE DIGNITARIES AND CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule, in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

The duties of the office of Precentor shall be carried out by such member of the Chapter as the Chapter may from time to time determine.

3.

It shall be the duty of the members of the Chapter to attend all meetings thereof, unless excused by the Dean for some urgent cause.

Section VI

THE CHAPTER

1.

There shall be two ordinary meetings of the Chapter in every year. The dates of the two meetings shall be decided at the second meeting of the Chapter in the preceeding year. Other meetings may be summoned at the discretion of the Dean, or by the written request of four or more members of the Chapter, addressed either to the Dean or, in his absence, to the Chapter Clerk.

2.

The presence of eight members of the Chapter at any meeting shall form a quorum, and the decision of the majority of the Chapter present and voting shall be accepted as the decision of the whole Chapter, binding on all. Such decision shall be accounted as Acts of Chapter.

3.

The Chapter shall make such orders, regulations and bye-laws as may be necessary to give effect to this Scheme, and shall have power to revise, annul or add to the said order, regulations and bye-laws.

Section VII

THE MINOR CANONS

1.

It shall be the duty of the Minor Canons to attend the services in the cathedral regularly on Sundays and weekdays and to take their part therein, to preach at such times as the Dean shall appoint, and to perform such other duties in connection with the cathedral as the Dean shall direct.

2.

It shall be the duty of the Minor Canons also to undertake such duties outside the cathedral as the Chapter, with the approval of the Bishop, may assign to them.

THE SCHEDULE

Part 1

1.

Each of the twelve Canons shall keep residence for such period in every year as the Chapter may from time to time determine.

2.

Every Canon, during his or her period of residence, shall live and sleep in such place as the Chapter may from time to time determine, attend the cathedral services regularly on Sundays and weekdays, and preach at such services as the Dean shall arrange with such Canon subject to the approval of the Chapter.

3.

The periods of residence of the Canons shall be arranged at a meeting of the Chapter; provided that any two Canons may from time to time exchange their respective periods of residence, with the approval of the Dean.

Part 2

1.

Residence at the cathedral shall not be required of any of the Canons.

2.

One Canon, nominated from time to time by the Chapter, shall be present at the cathedral services on every Sunday, and shall take part therein as the Dean may direct, in accordance with the regulations of the Chapter.

3.

The Canon so present in the cathedral shall preach as often on that Sunday as the Chapter shall from time to time prescribe, but may preach additional sermons at the request or with the permission of the Dean.

4.

The Chapter shall endeavour to ensure that at least one of their number is present at Morning and Evening Prayer in the cathedral, daily throughout the year.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such period or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF ST. DAVIDS**

Section I

THE PREFACE

1.

The Constitution, Statutes, Ordinances, and Customs of the cathedral church of St. Davids which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 1st January 1974.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of St. Davids shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as *the Chapter*), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean (who, as at present, shall be the Precentor), the Treasurer, the Chancellor, the Archdeacons of St. Davids, Carmarthen, and Cardigan, who shall rank in this order, and thereafter the Prebendaries or Canons of Llawhaden, Llandysilio Gogo, Trefloden, St. Nicholas, Llanfaes, Llangan, Mathry, Llanddewi Aberarth, Clydau, Caerfarchell, Caerfai, and the six Cursal Prebendaries or Canons, who shall rank next in order according to the date of their collation.

3.

The stalls of the Sovereign, Bishop, Dean, Dignitaries, Archdeacons and Prebendaries or Canons shall remain as at present. The two Priest Vicars shall occupy the stalls of the Bishop's Vicar and the Sub-Chanter.

4.

After collation and on presentation of the Bishop's Mandate, each member of the Chapter shall be installed by the Dean and admitted into the Chapter, after having read aloud and signed the declaration required by the Cathedral Statutes.

5.

Every Prebendary or Canon holding an incumbency or other office in the diocese shall resign the prebend or canonry when he or she ceases to be an Incumbent or to hold such other office, unless the Bishop shall otherwise determine.

6.

The Bishop, in conferring a prebend or canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such prebend or canonry when he or she ceases to hold such office.

7.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Prebendary or Canon solely in virtue of the prebend or canonry, the Bishop shall have power, with the consent of the Chapter, to assign to such Prebendary or Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE BISHOP

1.

The existing powers of the Bishop as Visitor, and his Ordinary Jurisdiction over the cathedral and the Chapter, shall continue as in times past.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop may hold Ordinations, Confirmations, Synods and Visitations in the cathedral at such times and in such a manner as he may determine; he may also hold other special services in the cathedral, after consultation with the Dean.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean, Prebendaries and Canons, to assist the Bishop, if he shall so require, at all services or administrations in the cathedral at which he is the principal officiant.

6.

When he deems it necessary the Bishop may summon the Chapter to meet him, and at such meetings the Bishop shall preside. It shall be the duty of every member of the Chapter to attend such meetings.

7.

The Bishop may, with the consent of the Chapter, abrogate, alter, enlarge, interpret, or add to the Constitution, Statutes or Ordinances of the cathedral, or abolish any Custom thereof, provided always that such power shall not extend to anything contained in this Scheme.

Section IV

THE DEAN

1.

The Dean is the Official Head of the Chapter.

2.

The Dean shall keep residence for at least eight months in every year, during which period he shall live and sleep in the official house attached to the Deanery and shall attend the cathedral services regularly.

3.

During his period of residence the Dean shall officiate at such services and preach on such occasions as the Chapter may from time to time arrange with him.

4.

The Dean shall preside at all meetings of the Chapter, and in case of equal voting shall have a second or casting vote.

5.

The Dean shall instruct, advise or admonish any of the Dignitaries, Prebendaries or Canons, Minor Canons, servants or employees of the Chapter in order that they may the better discharge their respective duties, but he shall not take further proceedings without the consent of the Chapter.

6.

The Dean shall be responsible to the Chapter for seeing that their regulations are made known to all the parties concerned and are duly observed by them.

7.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

8.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section V

THE DIGNITARIES, PREBENDARIES OR CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule, in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

The Precentor shall be responsible for the choral services of the cathedral, for the selection of the music and hymns, and for the musical instruction of the choir.

3.

The Treasurer, or in his or her absence the Dean, shall have the care of the cathedral plate, vestments, furniture, and all necessaries for Divine Service.

4.

The duties for which the Chancellor was formerly responsible shall be performed (as far as possible) by the Chapter Clerk and such other person or persons as shall be duly appointed for the purpose.

5.

Unless excused from attendance by the Dean, every member of the Chapter shall be required to be present at all meetings thereof and take due part in the business of the Chapter.

Section VI

THE CHAPTER

1.

The annual meeting of the Chapter shall be held in the City of St. Davids, after Morning Prayer on St. James' Day, or such other day within the octave thereof as the Chapter may from time to time determine. Other meetings may be held at Carmarthen, unless the Chapter otherwise orders. Such other meetings shall be held at the discretion of the Dean, or on the written requisition of any four members of the Chapter.

2.

The presence of eight members of the Chapter shall suffice to form a Chapter meeting.

3.

The decision of the majority of the Chapter present and voting shall be accepted as the decision of the whole and shall bind all. Such decisions or resolutions shall be accounted Acts of Chapter.

4.

The Chapter shall make such orders, regulations and bye-laws as may be necessary to give effect to this Scheme, and also shall have power to revise, annul or add to the said orders, regulations and bye-laws.

5.

The Chapter shall appoint a Chapter Clerk who, in person or by a deputy approved by the Chapter, shall attend all meetings of the Chapter and take the minutes of the proceedings thereof, and shall perform such other duties as are set forth in the orders, regulations or bye-laws aforesaid.

6.

At the annual meeting of the Chapter, the Chapter shall appoint a Master of the Fabric, whose duties shall be:

- (a) to inspect or cause to be inspected, at least twice a year, the fabric of the cathedral and of all buildings of which the Chapter has custody;
- (b) to inspect or cause to be inspected, whenever a change of occupier takes place, any building the care of which is entrusted to the Chapter;
- (c) to report the results of these inspections to the Chapter.

7.

The Dean shall be responsible for the safe custody of all the books, deeds and papers within the cathedral and belonging to the Chapter, except such as are entrusted to the Chapter Clerk.

Section VII

THE PRIEST VICARS

The Priest Vicars, who shall be installed by the Dean, shall do such work and attend such services in the cathedral as the Dean, with the consent of the Chapter, shall prescribe.

THE SCHEDULE

Part 1

1.

The members of the Chapter (other than the Dean) shall each keep residence for such period in every year as the Chapter shall from time to time determine. Such members, in order of seniority and in person or by proxy, shall select their respective periods of residence for the ensuing year at the annual meeting of the Chapter. During his or her period of residence a member of the Chapter (other than the Dean) shall live and sleep in such place as the Chapter may from time to time determine. If any such member be unable, for any reason, to keep such period of residence, the Dean shall nominate another member of the Chapter to take his or her place.

2.

A member of the Chapter keeping residence shall take such part in the cathedral services as the Dean may direct, in accordance with the regulations of the Chapter.

3.

On Sundays, the member of the Chapter keeping residence shall preach a sermon at one of the cathedral services, as the Dean may direct.

Part 2

1.

Residence at the cathedral shall not be required of any member of the Chapter other than the Dean.

2.

One such member of the Chapter, nominated from time to time by the Chapter, shall be present at the cathedral services on every Sunday, and shall take such part therein as the Dean may direct, in accordance with the regulations of the Chapter.

3.

The member of the Chapter so present in the cathedral shall preach as often on that Sunday as the Chapter shall from time to time prescribe, but may preach additional sermons at the request or with the permission of the Dean.

4.

The Chapter shall endeavour to ensure that at least one of their number is present at Morning and Evening Prayer in the cathedral, daily throughout the year.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such periods or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF LLANDAFF**

Section I

THE PREFACE

1.

The Constitution, Statutes, Ordinances and Customs of the cathedral church of Llandaff which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 19th September 2001.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of Llandaff shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as the Chapter), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean and sixteen Prebendaries or Canons, of whom:

- (a) the Archdeacon of Llandaff shall rank first always next to the Dean and the Archdeacon of Margam and the Archdeacon of Morgannwg shall rank next to the Archdeacon of Llandaff in order directed by the Bishop;
- (b) the Treasurer, the Chancellor and the Precentor shall rank in this order or in such order as may be directed by the Bishop always next to the Archdeacons;

- (c) the ten other Prebendaries or Canons, namely of Llangwm, Fairwell, Warthacwm, Fairwater, St. Nicholas, Caerau, St. Dyfrig, Holy Cross, St. Andrew and St Teilo shall rank in the order of their admission to the Chapter next to the Treasurer, the Chancellor and the Precentor.

3.

The first stall on the south side of the Choir, reckoned from the Nave, shall, as at present, be the Dean's and the first stall on the north side of the Choir, exactly opposite the Dean's, shall, as in times past, be assigned to the Archdeacon of Llandaff. The Archdeacon of Margam, the Archdeacon of Morgannwg. The Treasurer, the Chancellor, the Precentor and the ten other Prebendaries shall be assigned stalls in the Choir by the Dean after consultation with the Bishop.

4.

After collation and on presentation of the Bishop's Mandate, each member of the Chapter shall be installed by the Dean and admitted into the Chapter, having first read aloud and signed a declaration faithfully to observe the Constitution, Statutes, Ordinances and Customs of the cathedral, and this Scheme, and diligently to perform all that shall be required of him or her by the Chapter in respect of his or her membership therein.

5.

Every Prebendary or Canon holding an incumbency or other office in the diocese shall resign the prebend or canonry when he or she ceases to be an Incumbent or to hold such other office, unless the Bishop shall otherwise determine.

6.

The Bishop, in conferring a prebend or canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such prebend or canonry when he or she ceases to hold such office.

7.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Prebendary or Canon solely in virtue of the prebend or canonry the Bishop shall have power, with the consent of the Chapter, to assign to such Prebendary or Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE BISHOP

1.

The existing powers of the Bishop as Visitor, and his Ordinary Jurisdiction over the cathedral and the Chapter, shall continue as in times past.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop may hold Ordinations, Confirmations, Synods and Visitations in the cathedral at such times and in such manner as he shall determine; with the consent of the Dean he may also hold other special services in the cathedral, but not so as to interfere with the ordinary services of the cathedral.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean, Prebendaries and Canons, to assist the Bishop, if he so require, at all services or administrations in the cathedral at which he is the principal officiant.

6.

The Bishop has the right to hold a Consistory Court in the cathedral.

7.

The Bishop may, as occasion arises, summon the Chapter to meet him in the chapter house; at such meetings with the Chapter the Bishop shall preside, but he may retire while the Chapter determines its response to his proposals or questions. It shall be the duty of every member of the Chapter to attend such meetings.

8.

The Bishop may, with the consent of the Chapter, abrogate, alter, abridge, enlarge, interpret or add to the Constitution, Statutes or Ordinances of the cathedral, or abolish any Custom thereof, provided always that such power shall not extend to anything contained in this Scheme.

Section IV

THE DEAN

1.

The Dean is the principal member of the Chapter, as being the first in the number thereof, and is technically styled its Numeral Head.

2.

The Dean shall keep residence for at least eight months in every year. To the keeping of such residence two things are requisite: first, that he live and sleep in the official house attached to the deanery, and secondly, that he give attendance at Divine Service in the cathedral regularly throughout his period of residence.

3.

The Dean, during his period of residence, shall officiate at such services and preach on such occasions in the cathedral as he may from time to time arrange with the Chapter.

4.

The Dean shall preside at all meetings of the Chapter, and in case of equal voting shall have a second or casting vote.

5.

The Dean shall instruct, advise, or admonish any of the Dignitaries, Prebendaries or Canons, Chaplains, servants or employees of the Chapter in order that they may the better discharge their respective duties, but he shall not take further proceedings without the consent of the Chapter.

6.

The Dean shall be responsible to the Chapter for seeing that their regulations are made known to all parties concerned and are performed by them.

7.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

8.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section V

THE DIGNITARIES, PREBENDARIES OR CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

The Treasurer or Sacrist, being in residence, shall be responsible to the Chapter for the custody and good condition of all the moveable or fixed furniture of the cathedral; otherwise his or her duties shall be carried out by the Dean.

3.

Until the Precentorship be adequately endowed, the duties of this office shall be carried out by a person appointed by the Dean, and under his direction.

4.

Until the Chancellorship shall, in the opinion of the Chapter, be adequately endowed, the duties of this office shall be carried out, under the direction of the Dean, by the Chapter Clerk or such other person or persons as shall be appointed by the Chapter for this purpose.

5.

It shall be the duty of each member of the Chapter to attend all meetings thereof, and take due part in the business of the Chapter.

Section VI

THE CHAPTER

1.

There shall be four ordinary meetings of the Chapter in each year on dates to be approved by the Chapter, but the dates of such meetings may, for adequate reason, be altered at the discretion of the Dean.

2.

Special meetings of the Chapter may be summoned at any other times when, in the opinion of the Dean, the business of the cathedral so requires, and likewise on the written requisition of any four members of the Chapter.

3.

To form a Chapter meeting the presence of five members of the Chapter shall suffice, but they shall not conclude any business for which the consent of the majority of the Chapter is requisite.

4.

The Chapter being a College or Society, the decision of the majority of the members thereof shall be accepted as being the decision of the whole and shall bind all.

5.

Every resolution which has received the consent of eight members of the Chapter present and voting shall be accounted an Act of the Chapter.

6.

The Chapter shall make such orders, regulations and bye-laws as may be necessary to give effect to this Scheme, and shall have power to revise, annul or add to the said orders, regulations and bye-laws.

7.

The Chapter shall appoint a Chapter Clerk who, in person or by a deputy approved by the Chapter, shall attend all meetings of the Chapter and take minutes of the proceedings thereof, and shall perform such other duties as are set forth in the orders, regulations or bye-laws aforesaid.

8.

Subject to the provisions of clause 5 of section V of this Scheme, the Chancellor of the cathedral shall be responsible for the safe custody of all the books, deeds and papers within the cathedral and belonging to the Chapter, except such as are entrusted to the Chapter Clerk.

Section VII

THE MINOR CANONS

The Minor Canons shall do such work, within or without the cathedral, as the Dean may direct, subject to any regulations made by the Chapter.

THE SCHEDULE

Part 1

The Prebendaries or Canons shall each reside for such period in every year, and in such rotation, as the Chapter may from time to time determine. Such residence shall mean: to live and sleep in such place as the Chapter shall from time to time require, to attend Divine Service in the cathedral regularly throughout the period of residence, and to preach as often in the cathedral as the Chapter may prescribe, but the Prebendary or Canon in residence may preach additional sermons in the cathedral at the request or with the permission of the Dean.

Part 2

1.

Residence at the cathedral shall not be required of any of the Prebendaries or Canons.

2.

One Prebendary or Canon, nominated from time to time by the Chapter, shall be present at the cathedral services on every Sunday, and shall take such part therein as the Dean may direct, in accordance with the regulations of the Chapter.

3.

The Prebendary or Canon so present in the cathedral shall preach as often on that Sunday as the Chapter shall from time to time prescribe, but may preach additional sermons at the request or with the permission of the Dean.

4.

The Chapter shall endeavour to ensure that at least one of their number is present at Morning and Evening Prayer in the cathedral, daily throughout the year.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such period or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF MONMOUTH**

Section I

THE PREFACE

1.

The Customs of the cathedral church of St. Woolos, Newport, which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 1st January 1974.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of St. Woolos, Newport, shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as *the Chapter*), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean of the Cathedral, the two Archdeacons (who shall be *ex-officio* Canons), and ten other Canons.

3.

After collation and on presentation of the Bishop's Mandate, every member of the Chapter shall be installed by the Dean and admitted into the Chapter, after having read aloud and signed a declaration faithfully to observe the Customs of the cathedral, and this Scheme, and diligently to perform the duties required of him or her as a member of the Chapter.

4.

Every Canon holding an incumbency or other office in the diocese shall resign the canonry when he or she ceases to be an Incumbent or to hold such office, unless the Bishop shall otherwise determine.

5.

The Bishop, in conferring a canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such canonry when he or she ceases to hold such office.

6.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Canon solely in virtue of the canonry, the Bishop shall have power, with the consent of the Chapter, to assign to such Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE CATHEDRAL

1.

(1) The church of St. Woolos, Newport, shall be both the cathedral church of the Diocese of Monmouth and the parish church of St. Woolos, but the fabric shall be maintained by the parish.

(2) The general expense of maintaining services in the church of St. Woolos shall be borne by the parish. Any special expenses incurred in connection with cathedral or special diocesan services shall be borne by the Chapter.

2.

The staff of the church of St. Woolos, Clergy, Organist, Choir and Vergers shall be the staff of the cathedral.

Section IV

THE BISHOP

1.

The Bishop shall be the Visitor of the cathedral and of the Chapter.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop, after notice given to the Dean, may hold or direct to be held in the cathedral, Ordinations, Confirmations, Synods, Visitations and other special services at such times and in such a manner as he may determine, provided there be no undue interference with ordinary service.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean and Canons to assist the Bishop, if he so require, at all services or administrations in the cathedral at which he is the principal officiant.

6.

At such cathedral or diocesan services, members of the cathedral staff shall, if so desired by the Bishop, be present and ready to take part.

7.

The Bishop may, as occasion arises, summon the Chapter to meet him; at such meetings with the Chapter the Bishop shall preside. It shall be the duty of every member of the Chapter to attend such meetings.

8.

Any question or doubt arising as to the interpretation of this Scheme, including the relation of the parish church of St. Woolos to the cathedral, shall be referred to the Bishop, whose decision shall be binding on all concerned.

Section V

THE DEAN

1.

The Dean is the principal member of the Chapter.

2.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

3.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section VI

THE DIGNITARIES AND CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule, in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

Meetings of the Chapter shall be summoned by the Dean, and over these meetings he shall preside. It shall be the duty of every member of the Chapter to attend such meetings, unless excused by the Dean. The Dean shall see that minutes of Chapter meetings are properly kept and preserved.

3.

The Chapter shall make such orders, regulations and bye-laws as may be necessary to give effect to this Scheme, and shall have power to revise, annul or add to the said orders, regulations and bye-laws from time to time, on notice of the proposal to exercise such power, given to each member of the Chapter at least fourteen days before the meeting.

THE SCHEDULE

Part 1

The Canons shall each reside for such period in every year, and in such rotation, as the Chapter may from time to time determine. Such residence shall mean: to live and sleep in such place as the Chapter shall from time to time require, to attend Divine Service in the cathedral regularly throughout the period of residence, and to preach as often in the cathedral as the Chapter may prescribe, but the Canon in residence may preach additional sermons in the cathedral at the request or with the permission of the Dean.

Part 2

Residence at the cathedral shall not be required of any of the Canons, but each Canon, by arrangement with the Dean, shall preach as often in the cathedral as the Chapter shall from time to time determine.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such period or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.

**THE SCHEME OF THE
CATHEDRAL CHURCH OF BRECON**

Section I

THE PREFACE

1.

The Customs of the cathedral church of St. John the Evangelist, Brecon, which are operative at the present time are hereby confirmed and continued, save only in so far as they may be contrary to or inconsistent with the following.

2.

This Scheme shall come into operation on 1st January 1974.

Section II

THE CATHEDRAL BODY

1.

The cathedral church of St. John the Evangelist, Brecon, shall be governed, as heretofore, by the Cathedral Chapter (commonly called the Dean and Chapter and hereinafter referred to as *the Chapter*), subject always to the ecclesiastical law as received or enacted by the Governing Body of the Church in Wales.

2.

The Chapter shall consist of the Dean and twelve Canons.

3.

The Canons' stalls shall be those of the Chancellor, the Treasurer, the Archdeacon of Brecon, the Archdeacon of Gower, the Precentor, Builth, Elwel, Crickhowell, Melineth, Hay, Swansea, and West Gower.

4.

The Canons shall rank in the following order of precedence, namely, the Chancellor, the Treasurer, the Archdeacon of Brecon, the Archdeacon of Gower, the Precentor, and then the other Canons in the order of their appointment.

5.

After collation and on presentation of the Bishop's Mandate, each member of the Chapter shall be installed by the Dean and admitted into the Chapter, having first read aloud and signed a declaration faithfully to observe all the Customs of the cathedral, and this Scheme, and diligently to perform all that shall be required of him or her by the Chapter in respect of his or her membership therein.

6.

Every Canon holding an incumbency or other office in the diocese shall resign the canonry when he or she ceases to be an Incumbent or to hold such other office, unless the Bishop shall otherwise determine.

7.

The Bishop, in conferring a canonry upon a cleric who holds some office outside the cathedral other than a parochial benefice, may provide in the letters of collation that the individual who receives such collation shall forthwith vacate such canonry when he or she ceases to hold such office.

8.

If at any time additional emolument (including for example remission or reduction of house rent) shall have been assigned to any Canon solely in virtue of the canonry, the Bishop shall have power, with the consent of the Chapter, to assign to such Canon, by a letter of which a copy shall be deposited in the Chapter archives, such additional duty within the cathedral, under the direction of the Dean, as the Bishop shall think reasonable.

Section III

THE BISHOP

1.

The existing powers of the Bishop as Visitor, and his Ordinary Jurisdiction over the cathedral and the Chapter, shall continue as in times past.

2.

When the Bishop comes to be enthroned, the Dean shall summon every member of the Chapter to be present and take part in the proceedings from the beginning to the end thereof.

3.

The Bishop may hold Ordinations, Confirmations, Synods and Visitations in the cathedral at such times and in such manner as he shall determine; with the consent of the Dean he may also hold other special services in the cathedral, but not so as to interfere with the ordinary services of the cathedral.

4.

The Bishop shall have the right to take such part in Divine Service and to preach at such times in the cathedral as he shall think reasonable, after consultation with the Dean.

5.

It shall be the duty of the Dean and Canons to assist the Bishop, if he so require, at all services and administrations in the cathedral at which he is the principal officiant.

6.

When the Bishop deems it necessary, he may summon the members of the Chapter to meet him, and at such meetings the Bishop shall preside.

Section IV

THE DEAN

1.

The Dean shall be the Official Head of the Chapter.

2.

The Dean shall keep residence for at least eight months in every year, during which period he shall live and sleep in the official house attached to the deanery, and give regular attendance at Divine Service in the cathedral.

3.

During his period of residence the Dean shall officiate at such services and preach on such occasions in the cathedral as the Chapter may from time to time arrange with him.

4.

The Dean shall preside at all meetings of the Chapter, and in case of equal voting shall have a second or casting vote.

5.

The Dean shall be responsible to the Chapter for the due performance of their respective duties by the Canons, Minor Canons and lay officials of the Chapter; he shall see that the regulations which concern their duties are made known to them, and shall instruct, advise, and admonish them if need be, for the proper discharge of their duties; but he shall not take further proceedings without the consent of the Chapter.

6.

The Chapter shall from time to time nominate a member or members of the Chapter who shall be empowered to act in the Dean's stead whenever the Dean happens to be out of residence, or incapacitated by sickness or other urgent cause from the performance of his duties.

7.

During a vacancy in the office of Dean, the Bishop may from time to time nominate a member or members of the Chapter who shall act in the Dean's stead.

Section V

THE DIGNITARIES AND CANONS

1.

(1) The Chapter, with the concurrence of the Bishop, shall at all times adopt one of the systems respectively set out in Parts 1, 2 and 3 of the Schedule hereto.

(2) The Chapter, with the concurrence of the Bishop, may from time to time adopt the system set out in Part 3 of the said Schedule, in addition to one of the systems respectively set out in Parts 1 and 2. If the Chapter adopts Parts 2 and 3 of the said Schedule, the non-requirement of residence contained in Part 2 shall not extend to the Residentiary Canon for whom provision is made in Part 3.

2.

It shall be the duty of every member of the Chapter to attend all meetings of the Chapter.

Section VI

THE CHAPTER

1.

There shall be not less than two ordinary meetings in each year on dates to be approved by the Chapter, but these dates may be altered at the discretion of the Dean. The Dean may summon such other meetings as he deems necessary.

2.

To form a Chapter meeting the presence of five members of the Chapter shall suffice, but they shall not conclude any business for which the consent of the majority of the Chapter is requisite.

3.

Subject to the provisions of the Constitution of the Church in Wales and to any regulations made by the Governing Body or the Representative Body, the Chapter shall make such orders, regulations and bye-laws as may be necessary for the administration of the cathedral, and shall have power to revise, annul or add to the said orders, regulations and bye-laws.

Section VII

THE MINOR CANONS

The Minor Canons shall attend the services in the cathedral regularly on Sundays and weekdays, and shall take such part therein and carry out such other duties in connection with the cathedral as the Dean shall direct, in accordance with the regulations of the Chapter.

THE SCHEDULE

Part 1

1.

The Canons shall each reside for such period in every year, and in such rotation, as the Chapter may from time to time determine.

2.

During such period of residence each Canon shall live and sleep in such place as the Chapter may from time to time require.

3.

During such period of residence each Canon shall attend the cathedral services regularly on Sundays and weekdays, and preach at such services as the Dean may direct, in accordance with the regulations of the Chapter. The Canon in residence shall perform such other duties in connection with the cathedral as the Chapter may from time to time prescribe for him or her.

Part 2

1.

Residence at the cathedral shall not be required of any of the Canons.

2.

One Canon, nominated from time to time by the Chapter, shall be present at the cathedral services on every Sunday, and shall take such part therein as the Dean may direct, in accordance with the regulations of the Chapter.

3.

The Canon so present in the cathedral shall preach as often on that Sunday as the Chapter shall from time to time prescribe, but may preach additional sermons at the request or with the permission of the Dean.

4.

The Chapter shall endeavour to ensure that at least one of their number is present at Morning and Evening Prayer in the cathedral, daily throughout the year.

Part 3

1.

There shall be one full-time Residentiary Canon, who shall hold office for a period or periods not exceeding twelve years in all.

2.

Such Residentiary Canon shall live and sleep in such place and for such periods or periods in each year as the Bishop may determine.

3.

Such Residentiary Canon shall undertake such work in the diocese and in the cathedral as the Bishop, after consultation with the Dean, may determine.