

Diocese of UMZIMKULU

CONSTITUTION

of

Diocesan Pastoral Council

CONSTITUTION OF DIOCESAN PASTORAL COUNCIL

Article 1: PREAMBLE

The Diocesan Pastoral council is a practical means demonstrating the full participation of the whole People of God in the life and work of the Church. It promotes amongst the clergy, the religious and laity the full awareness of the views and patterns that are characteristics of the Church in the world today. The Decree 'Christus Dominus' says: "The work of the Pastoral Council is to examine and consider all that relates to pastoral work and to offer practical conclusions on these matters so that the life and activity of the People of God be brought into greater conformity with the Gospel".

Article 2: ESTABLISHMENT AND NAME

In accordance with the express wish of Vatican II the Diocese of Umzimkulu establishes a Diocesan Pastoral Council. Its name shall be the PASTORAL COUNCIL OF THE DIOCESE OF UMZIMKULU (here-inafter called the Council).

Article 3: NATURE AND PURPOSE

The council shall consist of the representatives of the clergy, religious and laity of the Diocese who in the spirit of Vatican II shall meet with the Bishop for the following purposes:

- 3.1. to promote the conformity of the life and actions of the People of God with the Gospel;
- 3.2. to assist and advise the Bishop;
- 3.3. to express and positively reflect the mind of the people;
- 3.4. to investigate and consider carefully everything pertaining to pastoral activities and to forth practical conclusions concerning them;
- 3.5. to consult and collaborate in all matters in which clergy, laity and members of religious communities can mutually assist one another in the performance of their respective duties;
- 3.6. to consult and to collaborate with commissions and certain action programmes on special questions;
- 3.7. to promote contact and dialogue with other dioceses;
- 3.8. to promote dialogue and co-operation with other Christian churches.

Article 4: COMPOSITION AND MEMBERSHIP

4.1.0 Ex-officio Clerical Members

- 4.1.1 The Bishop
- 4.1.2 Vicar General

4.2.0 Representation of the Clergy

- 4.2.1 The Diocesan Consultors
- 4.2.2 The Deans of the Diocese
- 4.3.3 All Priests of the Diocese

4.3.0 Representation of Commissions and Action Programmes

- 4.3.1 Two representatives from each commission
- 4.3.2 Chairperson of Vocations Promotion Team

4.4.0 Representation of Religious Congregations

- 4.4.1 Two representatives from each Religious Congregation

4.5.0 Representation of Laity

- 4. 5.1 Two representatives from each parish to be elected by the parish council
- 4.5.2 Two representatives from each Union (Sodality) functioning in the Diocese
- 4.5.3 Two representatives from Diocesan Choir Committee

4.6.0 Nominated Members

- 4.6.1 It is left to the discretion of the Bishop to nominate other members to the DPC.

4.7.0 Council Members shall ordinarily hold office for a period of 3 (three) years but this is left to the discretion of the sending bodies.

Article 5: FUNCTIONS AND POWER

- 5. 1. The Bishop shall hold the position of president of the Council. In his absence the vicar General takes his place.
- 5.2. The Council shall receive reports and suggestions from its constituent bodies, whether these be clerical, religious or lay.
- 5.3. The Council shall accept the decisions of the Bishop.
- 5.4. The Council shall decide on priorities in the pastoral ministry and lay down guidelines for implementation of such decisions.
- 5.5. The Council may set up ad hoc committees, if deemed necessary.
- 5.6. The Council may recommend to the Bishop the establishment of Commissions and other action programmes, and the heads of

- such become ex-officio members of the Council.
- 5.7. The Council shall at its first session elect an Executive Committee.

Article 6: ELECTION OF EXECUTIVE COMMITTEE

- 6.1 The Council shall elect from among its members an Executive Committee, consisting of 2 (two) priests, 2 (two) Religious 1 (one) Catechist and 8 (eight) Lay People, and such election be made by secret ballot.
- 6.2 The election of Office Bearers of the Executive Committee, namely chairperson, vice-chairperson, secretary, vice-secretary and treasurer shall take place during the first meeting of the Executing Committee.
- 6.3. The members of the Executive shall hold office for 3 years. They can be re-elected only once. A Member of EXCO who does not attend three consecutive meetings without reporting or written apology will lose membership.
- 6.4. The Executive shall fill vacancies occurring during the year, and such new members be approved by the following Council meeting.
- 6.5. By-election shall be held at a Council meeting following the retirement of an office bearer or a member.
- 6.6. The executive shall be entitled to co-opt other persons for special work assignments as it deems fit.
- 6.7. The Secretary may be appointed from outside the Council members.

Article 7: MEETINGS OF THE COUNCIL

- 7.1. The Pastoral Council shall meet at least twice a year.
- 7.2. The Bishop or his representative shall preside over the meeting of the Council.
- 7.3. Each member of the Council shall have 1 (one) vote; in case of equality of votes the Bishop or his representative shall have a casting vote in addition to his deliberative vote. All decisions are made by a simple majority of votes.
- 7.4. A quorum shall consist of 50% of the representatives of the Pastoral Council
- 7.5. All meetings shall be conducted in accordance with accepted committee procedure.

Article 8: MEETING OF EXECUTIVE

- 8.1. The Executive shall meet at least twice a year.
- 8.2. The Executive shall decide the date and venue of the Pastoral Council meeting.
- 8.3. The Executive shall prepare the agenda for the meeting of the Pastoral Council.
- 8.4. The Executive shall prepare a summary report on the activities

of the parish councils, action programmes, commissions and unions for presentation to the meeting of the Pastoral Council.

8.5. The Executive shall deal with all matters referred back to it by the Pastoral Council.

Article 9: DUTIES OF OFFICE BEARERS

9.1. The Chairperson shall preside over all meetings of the Executive and shall conduct the business through simple rules of debate.

9.2. The Vice-Chairperson shall act in the absence of the Chairperson.

9.3.1 The Secretary shall send out the agenda of meetings to all members of the Pastoral Council.

9.3.2 The Secretary shall record and compile the minutes of all meetings and send them to members.

9.3.3 The Secretary shall receive the reports from parish councils, commissions and unions and prepares a summary report for the meeting of the Pastoral Council.

9.3.4 The Secretary shall take care of all official correspondence in connection with all Pastoral Council matters.

9.4. 1 The Treasurer shall see to the financial contributions to the Pastoral Council funds from its constituent bodies.

9.4.2 The Treasurer shall keep a detailed account of all funds, and produce a balance sheet and an income and expenditure account, when required to do so.

Article 10: FINANCE

10.1 The Pastoral Council shall be financed by a yearly contribution of R 000.00 (?) from each parish and religious community. The figure to be determined by the AGM.

Article 11: AMENDMENTS

11.1 Amendments to the Constitution shall require a 2/3 majority of votes of the Pastoral Council besides the approval of the Bishop.

11.2 Notice for any amendment of the constitution shall be presented Secretary in writing three months prior to the Council.

Approved on at the AGM of the Council
Bishop:
Chairperson
Secretary