**CHURCHWARDENS’ DECLARATION AND DETAILS FORM**

**ARCHDEACONRY OF ……………………………..**

**PARISH OF ………………………………………………………………………………………**

**Having been duly chosen as a Churchwarden for the above Parish at the annual meeting of parishioners held on …………………., I declare that I will faithfully and diligently perform the duties of the office of churchwarden and confirm that I am both eligible to be chosen and am not disqualified\* from being chosen for this office under the terms of the Churchwardens Measure 2001**

**Signed: …………………………………**

**Name: …………………………………**

**Address: …………………………………**

**…………………………………**

**…………………………………**

**Tel. no.: …………………………………**

**e-mail: …………………………………**

**\* In summary, a Churchwarden must:**

* **be baptized and an actual communicant;**
* **be at least 21 years old;**
* **be on the electoral roll;**
* **not be disqualified from being chosen as a churchwarden under the terms of section 2 of the Churchwardens Measure (which is set out below); and**
* **not have served more than six consecutive periods of office unless the annual meeting of parishioners has resolved that this provision should not apply (see section 3 of the Churchwardens Measure which is set out below).**

**The details supplied on this form are used to confirm your eligibility to be chosen to serve as a Churchwarden and also to update the Diocese of Canterbury Contact Management System, so that Churchwardens may be contacted by officers of the Diocese in connection with their duties. The original forms are then destroyed. The Diocese of Canterbury Privacy Notice is available online on the Diocesan website at** [Your Data - Diocese of Canterbury](https://www.canterburydiocese.org/your-data)**. Hard copies are available from the diocesan office upon request.**

**Sections 2 and 3 of the Churchwardens Measure 2001 provide that:**

**2(1) A person shall be disqualified from being chosen for the office of churchwarden if-**

1. **he is disqualified from being a charity trustee under section 178 of the Charities Act 2011 and the disqualification is not for the time being subject to a general waiver by the Charity Commission under section 181 of that Act or to a waiver by it under that section in respect of all ecclesiastical charities established for purposes relating to the parish concerned or**
2. **the person disqualified from being a charity trustee by an order under section 181A of that Act.**

**In this subsection “ecclesiastical charity” has the same meaning as that assigned to that expression in the Local Government Act 1894.**

**(1A) A person shall be disqualified from being chosen for the office of churchwarden if the person is included in a barred list (within the meaning of the Safeguarding Vulnerable Groups Act 2006).**

**(2) A person shall be disqualified from being chosen for the office of churchwarden if he has been convicted of any offence mentioned in Schedule 1 to the Children and Young Persons Act 1933.**

**(3) A person shall be disqualified from being chosen for the office of churchwarden if he is disqualified from holding that office under section 10(6) of the Incumbents (Vacation of Benefices) Measure 1977 (No.1)**

**3 Without prejudice to section 2 above, a person shall be disqualified from being chosen for the office of churchwarden when that person has served as a churchwarden of the same parish for six successive periods of office until the annual meeting of the parishioners to elect churchwardens in the next year but one following the date on which that person vacated office at the end of the last such period:**

**Provided that a meeting of the parishioners may by resolution decide that this section shall not apply in relation to the parish concerned.**

**Any such resolution may be revoked by a subsequent meeting of the parishioners.**