

**CONSTITUTION OF THE
CATHEDRAL AND ABBEY CHURCH OF ST ALBAN**

AMENDED 21ST MAY 2014

**UNDER THE POWERS CONTAINED IN SECTION 28 OF THE
CATHEDRALS MEASURE 1999**

The Abbey Church of St Alban in the city of St Albans was declared by an Order in Council on the 30 April 1877 to be the Cathedral Church of the new Diocese of St Albans.

The first Constitution and Statutes for the Cathedral and Abbey Church of St Alban were confirmed by Orders in Council dated 28 July 1938 and 17 April 1940.

Following the Cathedrals Measure 1963, the Constitution and Statutes were revised and confirmed by Order in Council dated 7 June 1968. These remain in force until the present Constitution and Statutes, drawn up by a Transitional Council established in accordance with the Cathedrals Measure 1999, shall come into force on such date as may be determined by the Archbishops of Canterbury and York.

The Constitution and Statutes may be repealed, amended or extended in accordance with the provisions of the Measure *provided always* that nothing in the Constitution and Statutes shall affect any right of patronage or other right or interest of the Crown.

Amendments and additions since that date are included in this version of the document which came into effect on 21st May 2014.

A glossary of terms used is given in the Constitution XIII (3).

The Constitution

I Purpose

Every person or body having functions under the Constitution or Statutes shall, in exercising those functions, have due regard to the purpose of the Cathedral, which is to glorify God, to be a centre of worship and mission, and to be the seat of the Bishop.

II The Corporation

The members for the time being of the Council, the Chapter and the College of Canons of the Cathedral and Abbey Church of St Alban shall be a body corporate with perpetual succession and a common seal, to be known as the common seal of the Cathedral.

III The Visitor

The Bishop shall be Visitor of the Cathedral and shall have all the powers that belong as of right to the office of Visitor.

IV The Council

1. There shall be a Council consisting of:
 - a. a chairman appointed in accordance with paragraph (2) below;
 - b. the Dean;
 - c. three other members of the Chapter chosen by the Chapter;
 - d. two members of the College of Canons chosen by the College;
 - e. four lay persons, not being members of the Chapter, representing the interests of the Cathedral community and elected at the annual meeting by and from among those who are either
 - i. on the church electoral roll of the parish or
 - ii. on the roll of those who are engaged in work or service connected with the Cathedral in a regular capacity. At the first election the terms of office shall be one, two, three and four years, to enable members to retire in successive years, such terms being determined by lot among those elected;
 - f. eight other persons, comprising:
 - i. the Archdeacon of St Albans;
 - ii. two persons appointed by the Bishop's Council, one from the archdeaconry of Hertford and one from the archdeaconry of Bedford;
 - iii. one person appointed, after consultation with the Mayor of St Albans, by the Bishop;
 - iv. one Ecumenical Chaplain to the Cathedral, chosen by the Ecumenical Chaplains;
 - v. one person appointed by Churches Together in St Albans or its successor body;
 - vi. two persons appointed by the Council, having regard to the skills already represented on the Council and to the Cathedral's national and international role.
2. The chairman shall be a lay person, not being a member of the Chapter, appointed by the Bishop, who shall, before making an appointment, afford the Chapter an opportunity to express views both in general as to the appointment and as to any specific person proposed by the Bishop for appointment, and who shall, in deciding whom to appoint, have regard to those views.
3. The chairman and other members of the Council (other than the Dean) shall, subject to section IV(1)(e) above, hold office for a term of four years but shall be eligible for membership for further terms of office. The Archdeacon of St Albans shall hold office for a further term or terms while he or she continues to hold the office of Archdeacon of St Albans. The Archdeacon's tenure of office as a member of the Council shall cease when he or she ceases to hold the office of Archdeacon of St Albans. The term of office of any person appointed as Archdeacon of St Albans shall commence on becoming Archdeacon.
4. The Bishop shall be entitled to be present and to speak, but not to vote, at any meeting of the Council.
5. The Council shall meet on at least two occasions in each calendar year.
6. It shall be the duty of the Council to further and support the spiritual, pastoral, evangelistic, educational, social, and ecumenical work of the Cathedral, reviewing and advising upon the direction and oversight of that work by the Chapter and in particular, without prejudice to the generality of the foregoing, to:
 - a. consider proposals submitted by the Chapter in connection with the general direction and mission of the Cathedral and to give advice on them to the Chapter;
 - b. receive and consider the annual budget of the Cathedral;
 - c. receive and consider the annual report and audited accounts; and
 - d. consider proposals submitted by the Chapter in connection with the Constitution and Statutes of the Cathedral with a view to their revision under Part II of the Measure.

7. The Council may:
 - a. request reports from the Chapter on any matter concerning the Cathedral;
 - b. discuss and declare its opinion on any such matter; and
 - c. draw any matter to the attention of the Visitor or the Church Commissioners.

V The Chapter

1. There shall be a Chapter which shall, subject to the provisions of section 4 of the Measure, consist of:
 - a. The Dean, who shall be the chairman and shall have a casting (or second) vote;
 - b. all the Residentiary Canons;
 - c. three lay persons on the church electoral roll of the parish elected at the Annual Meeting of Parishioners and known as Cathedral Wardens;
 - d. three lay persons elected at the Annual Parochial Church Meeting by those on the church electoral roll of the parish from amongst their number.
 - e. one lay person appointed, after consultation with the Dean, by the Bishop.

The members in categories (c), (d) and (e) shall hold office for three years but shall be eligible for membership for further terms of office.
2. It shall be the duty of the Chapter to direct and oversee the administration of the affairs of the Cathedral and in particular to:
 - a. order the worship and promote the mission of the Cathedral;
 - b. formulate, after consultation with the Bishop, proposals in connection with the general direction and mission of the Cathedral and submit them to the Council for its advice;
 - c. prepare and adopt an annual budget for the Cathedral;
 - d. submit to the Council and to the College of Canons the annual report and audited accounts prepared in accordance with section 27 of the Measure and such other reports as may be requested by the Council on any matter concerning the Cathedral;
 - e. keep under review the Constitution and Statutes of the Cathedral and submit any proposals for their revision to the Council;
 - f. manage all property vested in the Cathedral and the income accruing from it and, in particular, ensure that necessary repairs and maintenance in respect of the Cathedral and its contents and other buildings and monuments are carried out;
 - g. hold the common seal of the Cathedral and affix it when required.
3. The Chapter shall meet on at least nine occasions in each calendar year.
4. The Chapter shall have power, subject to the provisions of the Measure and the Care of Cathedrals Measure 1990, to acquire and dispose of property on behalf of the corporate body of the Cathedral established by this Constitution.
5. The Chapter shall exercise the functions previously exercisable in relation to the Parish by the parochial church council and transferred to the administrative body of the Cathedral under section 12(1) of the Cathedrals Measure 1963.

VI The Finance Committee of The Chapter

1. There shall be a finance committee of the Chapter with the function of advising the Chapter in connection with its responsibilities in the fields of financial and investment management. The membership shall include persons who have experience and expertise in these fields.
2. The committee shall consist of:
 - a. the Dean;
 - b. one lay member of the Chapter, appointed annually by the Chapter, who shall be the chairman;
 - c. four other persons appointed by the Chapter, who need not be members of the Chapter, at least two of whom shall be lay.

Those members in (c) above shall hold office for three years but shall be eligible for membership for further terms of office subject to a maximum of nine years in all.

VII Committees of the Chapter

The Chapter may establish such committees as it may determine, and may delegate functions, powers and duties to any committee. The Dean and at least one other member of the Chapter shall be a member of each such committee. If the Chapter so determines, persons who are not members of the Chapter may be members of a committee.

VIII The College of Canons

1. There shall be a College of Canons consisting of the Dean and every Canon.
2. In the event of a vacancy in the See, the College of Canons shall be summoned by the Dean to meet and, on receiving from Her Majesty a licence under the Great Seal with a letter missive as provided by the Appointment of Bishops Act 1533, shall proceed to the election of a Bishop in the manner laid down by that Act.
3. The College of Canons shall:
 - a. receive and consider the annual report and audited accounts of the Cathedral;
 - b. discuss such matters concerning the Cathedral and its work in the Diocese as may be raised by any of its members; and
 - c. appoint two of its members to the Council in accordance with section IV(1)(d) above.

IX The Dean and Rector

The Dean, being a person having the qualifications prescribed by law, is appointed by Her Majesty. The Rector of the Parish is appointed by the Bishop. The offices of Dean and Rector may be held in plurality and have invariably been held by the same person. The Dean shall vacate his or her office automatically and without the execution of any instrument of resignation in accordance with the Ecclesiastical Offices (Age Limit) Measure 1975 (which also applies to the office of Rector of the Parish).

X The Residentiary Canons

1. The number of Residentiary Canons, including the Sub Dean, shall not exceed five at any one time.
2.
 - a. The Sub Dean, being a person having the qualifications prescribed by law to be a Residentiary Canon shall be appointed, after consultation with the Bishop and the Chapter, by the Dean.
 - b. The other Residentiary Canons, being persons having the qualifications prescribed by law, shall be appointed, after consultation with the Dean, by the Bishop.
3. The Sub Dean and at least one other Residentiary Canon shall, subject to the provisions of section 8 of the Measure, be engaged exclusively on Cathedral duties.
4. A Residentiary Canon shall hold office in accordance with the Ecclesiastical Offices (Terms of Service) Measure 2009 and the Ecclesiastical Offices (Terms of Service) Regulations 2009 both as amended from time to time
5. A Residentiary Canon shall vacate his or her canonry automatically and without the execution of any instrument of resignation only in the situations prescribed in Section 3 of the Ecclesiastical Offices (Terms of Service) Measure 2009.
6. Subject to paragraph (5) above, any person appointed as a Residentiary Canon in consequence of his or her appointment to any other office shall, upon vacating that other office, immediately and without instrument of resignation vacate his or her residentiary canonry, unless the Bishop, after consultation with the Chapter, otherwise determines.
7. The Bishop may for financial or other reasons and with the consent of the Chapter suspend and refrain from filling a residentiary canonry which has fallen vacant, and may, with the like consent, revive and appoint to such residentiary canonry.

XI The Honorary Canons

1. There shall be not more than forty-two Honorary Canons comprising—
 - a. any Bishop Suffragan or full-time stipendiary Assistant Bishop or Archdeacon, not being a Residentiary Canon;
 - b. not more than thirty-two persons in Holy Orders resident in the Diocese (save two who may be resident in another Diocese, and four who may be ordained to the ministry of other Christian denominations) appointed by the Bishop and such persons shall hold office for such period as the Bishop determines and shall vacate his/her office automatically at the expiration of that period or without the execution of any instrument of resignation upon attaining 70 years of age or upon ceasing to be beneficed or licensed in the Diocese, whichever occurs first, unless the Bishop otherwise determines ;
 - c. those three lay persons known as Cathedral Wardens chosen to be members of the Chapter as provided in section V(1)(c) of this Constitution;
 - d. not more than nine lay persons who have given distinguished service to the Diocese or to the Cathedral, appointed by the Bishop.
2.
 - a. Those members of the Chapter elected under the provisions of V(1)(c) above shall continue in their honorary canonries as long as they continue in their membership of the Chapter.
 - b. An Honorary Canon who has been appointed under the provisions of XI(1)(b) shall be eligible for re-appointment for further such periods and thereafter, no such person shall be eligible for re-appointment unless the Bishop in his/her absolute discretion decides that re-appointment for more than one further term of office is appropriate.
3. An Honorary Canon shall seek to contribute to the corporate life of the Cathedral and to promote its mission and its work within the diocese.

XII The Administrator and other Officers

1. There shall be a Cathedral Administrator, who shall be appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter shall determine.
2. There shall be a Cathedral Architect, who shall be a person registered under the Architects Act 1997 or any Act amending or extending the same, and who shall be appointed by the Chapter, after consultation with the Cathedrals Fabric Commission for England, on such terms in respect of tenure, remuneration and duties as the Chapter shall determine.
3. There shall be an Archaeological Consultant to the Cathedral, who shall be appointed by the Chapter in accordance with section 12(2) of the Care of Cathedrals Measure 1990, on such terms in respect of tenure, remuneration and duties as the Chapter shall determine.
4. There shall be an Auditor, who shall be a person who may under section 43 of the Charities Act 1993 audit the accounts of a charity, who shall be appointed by the Chapter on such terms in respect of tenure and remuneration as the Chapter shall determine, and who shall audit the accounts of the Cathedral in accordance with section 27 of the Measure.
5. There shall be a person having the function of supervising the music of the cathedral, known as the Master (or Director) of the Music, who shall be appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter shall determine.

XIII Provisions applicable to The Constitution and to The Statutes

1. No repeal or amendment of the Constitution or the Statutes shall be made except in accordance with the provisions of the Measure.
2. Nothing in the Constitution or Statutes shall affect any right of patronage or other right or interest of Her Majesty.
3. In the Constitution and in the Statutes—
 - a. 'Cathedral' and 'Cathedral Church' mean the Cathedral and Abbey Church of St Alban;
 - b. 'Bishop' means the Bishop of St Albans;
 - c. 'Cathedral duties' means duties, whether in the Cathedral or the Diocese, which should, in the opinion of the Chapter after consultation with the Bishop, be discharged in or from the Cathedral;
 - d. 'Diocese' means Diocese of St Albans and 'diocesan' shall be construed accordingly;
 - e. 'Ecumenical Chaplain' means a minister of a church to which Canon B43 applies who has been appointed to the cathedral staff.
 - f. 'the Measure' means the Cathedrals Measure 1999;
 - g. 'Parish' means the ecclesiastical parish of the Abbey Church of St Alban, and 'Parish Church' and 'parochial' shall be construed accordingly;
4. A reference in the Constitution and Statutes to the holder of any office, dignity or preferment shall be to the holder for the time being of such office, dignity or preferment in the Cathedral Church or, as the case requires, in the Diocese.

IN WITNESS whereof and in pursuance of the requirements of Section 29 of the said Measure this Instrument is executed by the Char of the Council of the Cathedral Church and the Common Seal of the Cathedral is affixed hereunto and such execution shall be deemed conclusive that the provision of Part II of the said Measure have been complied with

SIGNED by

Chair of the Council of the Cathedral

In the presence of

Clerk to the Chapter

EXECUTED as a deed by affixing the COMMON SEAL OF THE Cathedral in the presence of

Canon Chancellor

Clerk to the Chapter