



Friends of Blandford Forum Parish Church

Terms of Reference

"To revive the building of St Peter and St Paul's, Blandford Forum, in such a way as to reflect the aims of its builders and the needs of the 21st Century community it seeks to serve, all to the Glory of God".

1. The ultimate responsibility for the care, maintenance, repair and insurance of the parish church is vested in the Parochial Church Council (PCC) under "The Parochial Church Council's (Powers) Measure 1956". This cannot be delegated to another body by law.
2. The "Friends of Blandford Forum Parish Church" (*Friends of BFPC*) scheme is set up under the aegis of the Parochial Church Council of St Peter and St Paul, in the Diocese of Salisbury, whose officers control its workings. The Parochial Church Council of St Peter and St Paul, Blandford Forum (*The PCC*) has passed a resolution establishing the Friends as a sub-committee.
3. The Friends of BFPC Fund is a restricted fund of the PCC of St Peter and St Paul.
4. The Friends of BFPC committee will have a Chairman, Treasurer and Secretary and at least two members of the PCC, one of whom should be a churchwarden. The Incumbent may elect to be an ex-officio member. Other persons with specific skills and experience may be co-opted onto the committee up to a maximum membership of ten persons. The members of the Friends committee are subject to approval by the PCC.
5. The Treasurer of the Friends committee will liaise with the PCC Treasurer for the recovery of Gift Aid on appropriate gifts to the Friends fund, using the HMRC registration of the PCC.
6. The Friends are responsible for raising funds for the PCC solely for the purpose of maintaining and conserving the Parish Church and its churchyard and associated buildings, in accordance with the Vision Statement of the Cupola Project. Any funds raised by the Friends will be used solely for that purpose, and under the direction of the PCC. Funds raised by the Friends of BFPC are at the full disposal of the PCC and may not be allocated by The Friends for specific aspects of the Project.
7. The Friends will be responsible for organizing membership, communication with members and events for fund-raising.
8. The PCC may delegate to the Friends committee the role of making grant applications (including VAT refunds) for funds to repair, restore and conserve the Church. Grant applications should be for work prioritized, approved and overseen by the PCC. Such grants as applied for and the results of the application process should be reported to the PCC.
9. The Friends committee may use its funds for necessary expenses incurred and for fund-raising purposes. Regular reports on financial activity will be made to the PCC.
10. The Friends committee is to have a bank account/accounts into which should be paid all monies from fund raising events held in aid of the fund and all gifts and donations, grants, together with all monies intended for the repair and restoration of the Church and VAT rebates. The balances on these accounts should be reported regularly to the PCC. The PCC will be responsible for approving names of Bank signatories and will agree payment authorisation limits for members of the Friends Committee.
11. The Friends committee's Treasurer is to prepare accounts to 31st December annually and pass them to the PCC Treasurer for inclusion as a restricted fund in the PCC accounts. These accounts will be subject to independent examination or audit as set out in the current Church Accounting Regulations by the same independent examiner/auditor as that used by the PCC.
12. The Friends Committee shall present a report to the PCC and at the Annual Parochial Church Meeting of St Peter and St Paul.