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**THE STATUTES**  
OF THE CATHEDRAL CHURCH OF THE HOLY TRINITY  
AND OF SAINT PETER AND SAINT PAUL AND OF  
SAINT SWITHUN IN WINCHESTER



# WINCHESTER CATHEDRAL

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## **1 INTRODUCTION**

- 1.1 The Cathedral is the seat of the Bishop and a centre of worship and mission in the Diocese.
- 1.2 The governance of the Cathedral is directed by the Cathedrals Measure 1999, set out in the Constitution and provided for by these Statutes.
- 1.3 The mission of the Cathedral is set out in the Vision and Mission Statements contained in the Cathedral's Strategic Plan from time to time.
- 1.4 The primary responsibility for discerning and ordering the mission and ministry of the Cathedral rests with the Chapter, subject to the accountabilities noted in the Constitution and Statutes. In exercising that responsibility the Chapter should be attentive to the suggestions and wisdom of those who share with them in this mission and ministry, conscious that the guidance of the Spirit is to be discerned in the community of those who serve, though the responsibility and accountability lies with the Chapter.

## **2 THE COUNCIL**

- 2.1 Meetings of the Council shall be called by the Chairman, after consultation with the Dean, or in accordance with a resolution of the Council, or on a requisition in writing signed by at least eight members of the Council.
- 2.2 Not less than 28 days' notice of meetings of the Council shall be given, unless the Chairman after consultation with the Dean considers that shorter notice should be given, because circumstance requires.
- 2.3 Meetings shall be presided over by the Chairman, or if absent, by a lay member of the Council chosen by the members present.
- 2.4 A quorum of the Council shall be not less than eight of the members, including two members of the Chapter.
- 2.5 The proceedings of the Council shall be conducted according to the provisions of the Constitution and Statutes and such other Standing Orders consistent with the Measure and the Constitution and Statutes as may be determined from time to time and the Council shall make provision for the preparation and retention of records including minutes of its meetings.
- 2.6 No proceedings of the Council shall be invalidated by any vacancy in its membership or by any defect in the qualification or election of any of its members.

## **3 THE CHAPTER**

- 3.1 The Chapter shall make proper arrangements for the execution of its duties. It may allocate responsibility for its functions to others but any such allocation of responsibility in respect of Worship and Music, Fabric, Finance, Library and Archives must be to a member of the Chapter.

- 3.2 Meetings of the Chapter shall be called in accordance with resolutions of the Chapter, or by the Dean or any three members after consulting the Dean by giving not less than 14 days' notice, unless shorter notice is considered by him or them to be requisite, by reason of circumstance.
- 3.3 It shall be the duty of the Dean as Chairman of the Chapter to ensure that all its members adhere to the roles, responsibilities and authorities allocated to them by the Chapter and observe accountability to it.
- 3.4 Meetings of the Chapter shall be presided over by the Dean, or in his absence the Vice-Dean or by a Residentiary Canon chosen by the Residentiary Canons present.
- 3.5 A quorum of the Chapter shall be two of the Dean and the Residentiary Canons and one of the other members.
- 3.6 The Chapter shall always seek to achieve consensus on issues arising for determination by the Chapter. If on any issue there is not consensus within the Chapter, decisions shall be made by a simple majority of those members attending, subject to the provisions of clause 6.4 of the Constitution, and the numbers of those voting for or against a particular resolution shall be recorded in the minutes.
- 3.7 Other persons, including any of the persons employed by the Cathedral, may be invited to attend for all or part of meetings of the Chapter or of any of its committees.
- 3.8 No proceedings of the Chapter shall be invalidated by any vacancy in its membership or by any defect in the qualification or election of any of its members.
- 3.9 The Chapter shall, in relation to those who are engaged in work or service connected with the Cathedral in a regular capacity, establish appropriate policies and provisions for their pastoral care and training.
- 3.10 The proceedings of the Chapter shall be conducted according to the provisions of the Constitution and these Statutes and such standing orders as the Chapter may itself from time to time determine.

#### **4 LIVING ACCOMMODATION**

- 4.1 The Dean and two Residentiary Canons engaged exclusively on Cathedral duties appointed under these terms of the Constitution shall be provided with suitable accommodation during the term of their appointment.
- 4.2 Other Residentiary Canons shall be expected to live within a short distance of the Cathedral so as properly to fulfil their duties.

#### **5 THE VICE-DEAN**

- 5.1 If the Dean is temporarily absent the duties of the Dean shall be undertaken by the Vice-Dean save for those steps set out in clause 6.4 of the Constitution which shall not be taken without the consent of the Dean as defined in that clause.
- 5.2 The Dean and the Vice-Dean shall not be absent at the same time from the Cathedral Church unless there is present at least one of the Residentiary Canons in which case the longest serving Residentiary Canon shall assume the duties of the Vice-Dean during such absence.
- 5.3 The Vice-Dean shall be appointed by one of two methods selected and proposed by the Dean with the agreement of the Chapter. The Office of Vice-Dean shall be either:
  - 5.3.1 Held by the Residentiary Canons during their period as Canon-in-Residence, or

- 5.3.2 Filled annually from among the Residentiary Canons on proposal by the Dean with the agreement of Chapter.

Provided that, in the case of 5.3.1 above, if for any period the Canon-in-Residence is not a Residentiary Canon the office of Vice-Dean shall for that period be filled from among the Residentiary Canons on proposal by the Dean with the agreement of Chapter.

## **6 RESIDENTIARY CANONS**

- 6.1 Residentiary Canons shall not hold any other office or preferment except with the written consent of the Bishop.
- 6.2 Subject to the rights exercisable by any other person in accordance with the Constitution and these Statutes, each Residentiary Canon shall have the duties of leading worship, preaching and celebrating Holy Communion as determined by the Chapter.
- 6.3 The Residentiary Canons shall undertake such duties in the Cathedral as the Chapter shall determine after consultation with them. They shall endeavour to strengthen the whole corporate life, worship and work of the Cathedral and to promote the engagement of the Cathedral in the Diocese and the wider community.
- 6.4 Each Residentiary Canon shall hold office on such terms and conditions as shall be specified on appointment.
- 6.5 Residentiary Canons, whether or not engaged exclusively in Cathedral duties, shall be given titles such as Canon Chancellor, Canon Precentor or Canon Principal or otherwise as the Chapter sees fit.

## **7 THE CANON-IN-RESIDENCE**

- 7.1 The Chapter shall procure that at all times there is a person on duty at the Cathedral authorized by the Chapter. Such person shall be known as the Canon-in-Residence and may be the Dean, any Residentiary Canon or any other Canon or Minor Canon who is in Holy Orders. The Canon-in-Residence shall undertake such duties as may be determined by the Chapter.
- 7.2 Every Residentiary Canon shall keep such periods of duty as Canon-in-Residence as the Chapter may determine.
- 7.3 When the Canon-in-Residence is someone other than a Residentiary Canon the Chapter shall procure that at all times a member of the Chapter can be contacted by the Canon-in-Residence as necessary.

## **8 CHIEF OPERATING OFFICER AND CHIEF FINANCE OFFICER**

8.1 The Chief Operating Officer of the Cathedral, appointed by the Chapter pursuant to Clause 9 of the Constitution, is responsible for the provision of administrative services to the Chapter and such other duties as may be laid down from time to time by the Chapter.

8.2 There shall be a Chief Finance Officer of the Cathedral, appointed by the Chapter on such terms and conditions as the Chapter may determine, who is responsible for the provision of financial services to the Chapter and such other duties as may be laid down from time to time by the Chapter.

## **9 THE COLLEGE OF CANONS**

- 9.1 Meetings of the College of Canons shall be called by the Dean after consultation with the Chapter, at the request of the Bishop, or by six of its members, by giving not less than 28 days' notice.

- 9.2 Meetings of the College of Canons shall be presided over by the Dean, or in his absence by one of the Residentiary Canons present at the meeting.
- 9.3 A quorum of the College of Canons shall be not less than two-fifths of its members, except that a quorum will not be required at meetings called solely for the installation of a Canon.
- 9.4 Decisions shall be by majority vote, and if the votes are equal, the Dean or other Chairman of the meeting shall have a second or casting vote.
- 9.5 No proceedings of the College of Canons shall be invalidated by any vacancy in its membership or by any defect in the qualification or election of any of its members.
- 9.6 The proceedings of the College of Canons shall be conducted according to the provisions of the Constitution and these Statutes and such Standing Orders as the College of Canons may itself from time to time determine for the better performance of its task.

## **10 THE ORGANIST AND DIRECTOR OF MUSIC**

- 10.1 The Director of Music shall, in accordance with the requirements laid down from time to time by the Chapter, and under the oversight of the member of Chapter with responsibility for Music (the Precentor):
- 10.1.1 Supervise the music of the Cathedral;
  - 10.1.2 With the Precentor, be responsible for the selection of Lay Clerks and Choristers;
  - 10.1.3 Perform such other duties as may from time to time be laid down by the Chapter.

## **11 MUSIC**

- 11.1 The Chapter may appoint such number of organists or organ scholars on such terms and conditions as it may from time to time determine.
- 11.2 The Chapter may appoint such number of Choristers and probationary Choristers on such terms and conditions as it may from time to time determine.
- 11.3 The Chapter shall appoint a Master and/or a Mistress over the Choristers, who shall, together with the Director of Music, be answerable to the Chapter for the appropriate care and provision for the children in their charge.
- 11.4 The Chapter shall make such provision for the religious, general and musical education of the Choristers as it may consider suitable.
- 11.5 Lay Clerks shall be appointed to sing in the Choir of the Cathedral by the Chapter on the recommendation of the Precentor and the Director of Music in such numbers and on such terms and conditions as the Chapter may from time to time determine.

## **12 OTHER MINISTERS**

- 12.1 The Chapter shall have power to appoint Minor Canons and Honorary Minor Canons with the consent of the Bishop to such duties and on such terms as may be agreed upon appointment.
- 12.2 The Chapter shall have power to appoint Honorary Chaplains to such duties and on such terms and conditions as may be agreed upon appointment. Any person who is licensed to officiate in the Diocese may be an Honorary Chaplain.

**13 THE COUNSELLOR**

The Chapter may appoint a barrister or solicitor as Counsellor. The Counsellor shall perform such functions in the course of Divine Service and otherwise as the Chapter may from time to time assign to the office and which may lawfully be performed by the person appointed. The office is honorary and shall confer no vested rights. Such appointment shall be for five years and can be renewed for further periods of five years.

**14 VIRGERS**

14.1 The Chapter shall appoint suitably qualified persons for the duties of Virgers on such terms and conditions as the Chapter shall determine.

14.2 There shall be a Head Virger, known as Custos.

**15 CATHEDRAL FABRIC**

The Chapter has a duty of care in respect of the conservation and maintenance of the fabric of the Cathedral, the precinct and the other property for which the Chapter is responsible and shall meet this duty by making such appointments on such terms and conditions as shall be determined by the Chapter.

**16 CATHEDRAL LIBRARY, ARCHIVE AND COLLECTION**

The Chapter has a duty of care in respect of the conservation of the Cathedral Library, Archive and Collection and shall meet this duty by making such appointments on such terms as shall be determined by the Chapter.

**17 THE CLERK AT LAW**

The Chapter shall appoint a Clerk at Law to provide legal advice and to participate in ceremonies and the legal content of ceremonies. Such appointment shall be for five years and can be renewed for further periods of five years.

**18 THE HIGH STEWARD**

The Chapter may appoint a lay person of recognised distinction as High Steward. The person shall be committed to promoting the welfare of the Cathedral and be willing to undertake an ambassadorial role both regionally and nationally in service of the Cathedral as one of the great icons of faith for the nation. The appointment is for five years and may be renewed for further period(s) of five years. The High Steward shall perform such functions in the course of Divine Service and otherwise as the Chapter may from time to time assign to the office and which may lawfully be performed by the person appointed. The office is honorary and shall confer no vested rights.

**19 VISITORS TO THE CATHEDRAL**

19.1 The Chapter shall make such arrangements as it shall consider appropriate for:

19.1.1 The guidance, education, direction and welcome of visitors to the Cathedral;

19.1.2 The provision of refectory, information and other services for visitors whether in return for payment or otherwise;

- 19.1.3 The employment (on such terms and conditions as the Chapter shall determine) of such persons as the Chapter shall consider suitable for the purposes of sub-paragraphs 19.1.1 and 19.1.2 above.

**20 DEAN EMERITUS**

The Bishop may offer the title of Dean Emeritus to any Dean vacating his appointment. The title of Dean Emeritus carries no rights or responsibilities save to maintain the good name of the Cathedral and to pray for its ministry.

**21 CANON EMERITUS**

The Bishop may offer the title of Canon Emeritus to any Canon vacating his appointment. The title of Canon Emeritus carries no rights or responsibilities save to maintain the good name of the Cathedral and to pray for its ministry.

**22 PATRONAGE**

Any presentations or nominations to benefices in the patronage of the Cathedral shall, subject to the Patronage (Benefices) Measure 1986, be exercised by the Chapter, or if the Chapter so determines, by a patronage committee of the Chapter.

**23 PRECEDENCE, THE OCCUPYING OF STALLS AND PREACHING**

The order of precedence in the Cathedral Church, the assignment of stalls and the regulation of preaching and celebration shall be established by the Chapter, having regard to the customs of the Cathedral Church and in consultation with the Bishop; reserving to the Bishop his rights regarding Diocesan services.

**24. ECUMENICAL CANONS**

- 24.1 Subject to the following provisions of this statute there shall be not more than seven honorary Ecumenical Canons who shall be appointed by the Bishop with the agreement of the Dean after consultation with the Chapter from among persons who are members of Christian churches and congregations other than churches of the Anglican Communion and hold some position or perform some function which in the Bishop's opinion is or should be connected with the Diocese or Cathedral. A title conferred under this provision shall constitute a dignity in the cathedral but not an office and, in particular, the holder shall not by virtue of that title be a canon for the purposes of the Measure, nor a member of the Chapter nor a member of the College of Canons.
- 24.2 Every Ecumenical Canon on appointment by the Bishop shall be installed by the Dean or Vice-Dean in an appropriate manner.
- 24.3 Subject to and so far as permitted by law, an Ecumenical Canon may take such part in the Services of the Cathedral as the Chapter may determine.
- 24.4 Every Ecumenical Canon shall occupy such stall in the Cathedral as may be allotted from time to time by the Chapter.
- 24.5 An Ecumenical Canon shall be appointed to such canonry for an initial period of five years, renewable for further periods of five years. On the expiration of such appointment, or earlier on the Ecumenical Canon ceasing to hold the position or perform the function set out at paragraph 24.1 above, such

Ecumenical Canon shall vacate the canonry automatically and without the execution of any instrument of resignation unless the Bishop otherwise determines.

- 24.6 The Bishop may confer upon an Ecumenical Canon who vacates their canonry the title of Ecumenical Canon Emeritus. A title conferred under this provision shall confer no vested interest and, in particular, the holder shall not by virtue of that title be a member of the College of Canons.

## **25 COMPANIONS OF ST SWITHUN**

There shall be an order known as the Companions of St Swithun, who may be appointed by the Chapter. A person shall be eligible who is reckoned to have given exceptional and outstanding service to the Cathedral. The award is normally for life. The recipient shall receive insignia and be invited to process as appropriate. The office is honorary and shall confer no vested rights.