



## Decree

### Norms for Parish Finance Councils

*“The Christian faithful are obliged to assist with the needs of the Church so that the Church has what is necessary for divine worship, for the works of the apostolate and of charity and for the decent support of ministers.”* (canon 222, §1)

*“In each parish there is to be a finance committee which is governed, in addition to universal law, by norms issued by the diocesan bishop and in which the Christian faithful, selected according to these same norms, are to assist the pastor in the administration of the goods of the parish, without prejudice to the precepts of canon 532.”* (canon 537)

The pastor is the legal representative in the juridical affairs of the parish and the administrator of parochial ecclesiastical goods (cf. canon 532). He is the president of the parish finance council, which assists him in the administration of parochial goods. (cf. canon 1284 § 1)

By this decree, the following norms are established to govern Parish Finance Councils in the Diocese of Prince George:

#### **Composition:**

1. The pastor selects the members of the Parish Finance Council from among the parishioners;
2. The number of members of the council is to be between three and seven (the number varying as may be required by the size of the parish);
3. The members of the council are to be outstanding in integrity and honesty and truly expert in financial matters and civil law regarding temporalities (cf. canon 492 § 1);
4. Persons related to the pastor up to the fourth degree of consanguinity or affinity are to be excluded from membership of the finance council (cf. canon 492 § 3);
5. Members of the same family cannot serve on the Parish Finance Council at the same time;
6. Parish employees cannot be members of the Parish Finance Council;
7. Members of the council are appointed for a term of three years, once renewable (six years);
8. In case of necessity, members may have their term of service extended by an additional three-years, to a maximum of nine years. The pastor may request the extension in an email or letter addressed to the bishop, upon which approval may be given by the ordinary;
9. Members who have completed two or more terms of service must step down for a period of three years before they may receive another appointment;

**Responsibilities:**

10. To assist the pastor in preparing an annual budget of projected income and expenditures before the beginning of each fiscal year;
11. To review and to attest to the accuracy of the annual financial report before it is presented to the local ordinary (cf. canon 1287 § 2);
12. To be consulted by the pastor before he seeks the written faculty from the local ordinary to perform an act of extraordinary administration on behalf of the parish (cf. canon 1281).

**Meetings:**

13. The parish finance council is to meet at least four times a year at times announced in advance by the pastor to the parishioners;
14. The council may never meet without the pastor;
15. All parishioners are to know the members of the council, so that the faithful may make known their opinions and needs to the councillors;
16. Minutes of meetings are to be made available to the parishioners through a method determined by the pastor.

**Statutes:**

17. Every Parish Finance Council in the Diocese of Prince George must operate in accordance with the Code of Canon Law and the Norms of this Decree;
18. Every parish is to have a Parish Finance Council in place within six months of the date of this decree. A copy of the statutes should be submitted to the Bishop;

The decree of May 26, 2022, is abrogated.

This decree is given at Prince George, British Columbia, and promulgated on this 11th day of July, 2023.



Most Reverend Stephen Jensen  
Bishop of Prince George



Reverend John Garden  
Chancellor