

APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL

Full name _____

Preferred title (if any) _____

Full address _____

_____ Postcode _____

1: I declare that (please tick only one box from options A or B)

1A I am baptized, am a lay person, and am aged 16 or over

1B I am baptized, am a lay person, and become 16* on _____

**Those who become 16 in the next twelve months may complete the form and become eligible to be entered on the roll on their sixteenth birthday.*

2: I declare that (please tick only one box from options A, B or C)

2A I am a member of the Church of England (or of a Church in communion with the Church of England) and am a resident in the parish.

2B I am a member of the Church of England (or a Church in communion with the Church of England) and, not being resident in the parish, I have habitually attended public worship in the parish during the period of six months prior to enrolment.

2C I am a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and I have habitually attended public worship in the parish during the period of six months prior to enrolment.

I declare that the above answers are true and I apply for inclusion on the church electoral roll of the parish.

Signed: _____

Date: _____

Notes

1. The only churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches.
2. Membership of the Electoral Roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
3. Every six years a new roll is prepared and those on the previous roll are informed so that they can re-apply. If you are not resident in the parish but were on the roll as an habitual worshipper and have been prevented by sickness or absence or other essential reason from worshipping for the past six months, you may write “would” before “have habitually attended” on the form and add “but was prevented from doing so because” and then state the reason.
4. If you have any problems over this form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
5. In this form, “parish” means ecclesiastical parish. ‘Lay person’ is anyone who is not ordained.
6. Please see the electoral roll privacy notice available on the St Barnabas website or at the back of church.

Additional Information

General Consent for contact with St Barnabas

I consent to the church contacting me by

post

telephone

email

and keeping my contact details in order to inform me about news, events, activities, rotas and services at St Barnabas (*note: you can unsubscribe from the church e-bulletin at any time*).

Telephone number _____

Email address _____

Signed: _____

Date: _____

ELECTORAL ROLL PRIVACY NOTICE

Who are we?

Linthorpe St Barnabas PCC is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

Why do we process your personal data?

We use the personal data you provide on the electoral roll application form to enable us to manage, maintain and publish the electoral roll in accordance with Church Representation Rules (CRR) to:

1. determine eligibility for attendance and participation at the Annual Parochial Church Meeting and for election to the Parochial Church Council deanery, diocesan and general synods where applicable;
2. calculate the number of representatives who may be elected to each of these synods in the following year;
3. undertake a review and revision of the electoral roll as necessary; and
4. publish your name and address, by exhibiting the roll in the parish church or the church website.

What is the lawful basis for processing your personal data?

- *Processing for the purpose of determining eligibility, creating the electoral roll and use of the roll to calculate numbers for election to synod is necessary for compliance with a legal obligation.* The processing is a statutory requirement imposed by the Church Representation Rules, which means that you must give us this information if you want to be included on the electoral roll.
- *Processing for the purpose of determining eligibility and creating or revising the electoral roll is carried out in the course of our legitimate activities, as this relates solely to members the Church of England in connection with its purposes.*
- *Processing for the purpose of publishing the electoral roll relates to personal data which are manifestly made public by the data subject.*

When you apply to have your name added to the church electoral roll, the automatic legal consequence as stated in the CRR, (Part I Formation of the Roll 1(8) and Revision of Roll and Preparation of New Roll 2(1), 2(3) and 2(7)) is that your name and address will be published, and by submitting your application form you are making that data public.

Sharing your personal data

Your personal data will be shared within the institutional Church of England and with the general public.

How long do we keep your personal data?

We keep your personal data for 6 years after a complete review of the electoral roll.

Your rights and your personal data

Unless subject to an exemption you have the following rights with respect to your personal data:

- The right to request a copy of your personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data be erased where it is no longer necessary for us to retain such data;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request that a restriction is placed on further processing;
- The right to object to the processing of your personal data for direct marketing and to have that processing stopped;
- The right to lodge a complaint with the Information Commissioners Office.

Contact Details

APPLICATION FOR ENROLMENT ON THE CHURCH
ELECTORAL ROLL OF THE PARISH OF
ST BARNABAS, LINTHORPE

Title..... Full name.....

Full address.....

Post code Tel

I declare that

1. I am baptized and am aged 16 or over:
(or: I become 16 on.....) [see note overleaf]

2. Tick one only of the following boxes:

A I am a member of the Church of England (or of a Church in communion with the Church of England) and am resident in the parish.

B I am a member of the Church of England (or of a Church in communion with the Church of England) and, not being resident in the parish, I have habitually attended public worship in the parish during the period of six months prior to enrolment.

OR

C I am a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and I have habitually attended public worship in the parish during the period of six months prior to enrolment.

I declare that the above answers are true and I apply for inclusion on the Electoral Roll of St Barnabas parish

Signed..... Date.....

Useful additional information which you may provide if you wish:

Email.....

I would like to receive the monthly St Barnabas news email (please tick)

Names and dates of birth of children under the age of 16

The Electoral Roll

All who worship regularly at St Barnabas Church and are other wise eligible, should complete an Electoral Roll form. It is the basis of Anglican statistical returns and affects Deanery and Diocesan representation in our system of Church government.

Entry on the Electoral Roll entitles a person to vote at the Church's Annual Meeting.

Guidance on how to fill in this form

Question 1

"Baptized" means baptized as a child or as an adult in the name of the Father, the Son and the Holy Spirit. The term "Christening" is sometimes loosely applied to baptism.

Those who become 16 during the next 12 months may complete this form, and become eligible to be entered on the Electoral Roll on their sixteenth birthday.

Question 2

If you are a member of the Church of England tick either A or B

If you live within St Barnabas parish (see below) **tick box A**.

If you live outside of St Barnabas Parish, **tick box B**, provided that you have habitually attended public worship at St Barnabas Church for six months prior to the date of this enrolment.

If you retain membership, in good standing, of another Church, which accepts the Christian doctrine of the Holy Trinity, you **tick box C**, provided that you have habitually worshipped at St Barnabas Church during the six months prior to this enrolment and that you are willing to state that you are also a member of the Church of England.

Definitions

Churches in Communion with the Church of England:

The only churches in communion with the Church of England are other churches in the Anglican Communion (e.g. the Episcopal Church of Scotland and the Church in Wales) and certain foreign, (mainly European) churches. All other churches are not technically in communion with the Church of England.

St Barnabas Parish is bounded by Parliament Road (south side), Carlow Street (east side), Acklam Road and Burlam Road (enclosing Linthorpe Cemetery), Thornfield Road (east side), Cambridge Road and Orchard Road (north side from Thornfield Road), Eastbourne Road (north side), York Road (both sides) and enclosing Albert Park.