

LPA 12 Constitution

1. FULL MEMBERS

2. CO-OPTED MEMBERS

3. TERMS OF OFFICE

4. VOTING

5. MEETINGS

6. AMENDMENTS

1. FULL MEMBERS

1.1 The *Full Members* of the Team comprise:

- a. the Parish Priests (one of whom is elected by the Parish Priests themselves as the *Priest co-Chair* for a two-year term of office);
- b. the Deacon (or the elected Deacon if there is more than one in the Local Pastoral Area);
- c. the elected Lay Representatives from the parishes (one of whom is elected by the Lay Representatives themselves as the *Lay co-Chair* for a two-year term of office);
- d. the Schools Representative (appointed by the Bishop);
- e. the Catechetical Representative (appointed by the Bishop).

1.2 This list is to be lodged with the Diocesan authorities who should be informed immediately of any changes.

2. CO-OPTED MEMBERS

2.1 The co-Chairs, with the approval of the LPA Team, reserve the right to co-opt additional members.

2.2 Co-opted members serve for a period of twelve months. The co-Chairs, with the agreement of the full Team Members, may invite them to serve for additional terms.

2.3 The LPA Team, through the co-Chairs, may also invite speakers to LPA Team Meetings on occasional, one-off bases.

3. TERMS OF OFFICE

- 3.1 The Parish Priests are permanent members of the LPA Team.
- 3.2 In the case of there being only one Deacon, he is a permanent member of the LPA Team also.
- 3.3 Lay Representatives are elected by the members of their own Parishes for a period of two years. They may be elected for a second consecutive term of office after which a new Representative must be elected. Following this, they become eligible for re-election.
- 3.4 For the purposes of continuity, no more than 50% of Lay Representatives should be changed within a twelve-month period.
- 3.5 The terms of office for the School and Catechetical Appointees are as defined by the Bishop.
- 3.6 At the final meeting of each year, the LPA Team appoints a Secretary to serve for a period of twelve months.
- 3.7 At the same meeting, LPA Co-ordinators are also appointed for the forthcoming year.
 - a. Catholic Children's Society
 - b. Disability Awareness
 - c. Fair Trade
 - d. Health and Safety
 - e. Justice and Peace
 - f. LPA Newsletter
 - g. Marriage Preparation
 - h. Spirituality

4. VOTING

- 4.1 Only the full Team Members may cast a deciding vote. (ref. 1.1)
- 4.2 In the case of a tie, the Chair of the meeting has the casting vote.
- 4.3 All members present may participate in a consultative vote.
- 4.4 A *Quorum* consists of seven Full Members and should include at least three Clergy Members and three elected Lay Representatives.
- 4.5 The vote may be taken by show of hands or secret ballot.
- 4.6 Decisions on major items of importance require a two thirds majority of the Full Members.

5. MEETINGS

- 5.1 The LPA Team will hold a full meeting six times during the course of the year.
- 5.2 Dates, times and venues for the year are set at the final meeting of the preceding year.
- 5.3 Major items of business warranting in-depth discussion may be referred to sub-committees who make recommendation.
- 5.4 Sub-committee meetings should be minuted and copies forwarded to the co-Chairs and the Secretary.

6. AMENDMENTS

- 6.1 Amendments and changes to the Constitution require the agreement of two thirds of the Full Members.