



Church of the Holy Redeemer

Boroughbridge Road
York YO26 6AB

Electoral Roll Application – 2019/2020

Thank you for asking for an application to join our electoral roll. Our electoral roll is a record of everyone who is happy to consider themselves to be a member of the Church of England, and in particular of Holy Redeemer.

Before you sign the application and return it, we hope that you will take this opportunity to consider your involvement at Holy Redeemer and how together we can bring to life our Vision for Holy Redeemer as:

'A Place to Connect'
Finding, exploring, sharing and celebrating together God's love
as seen in Jesus Christ.

If you are unsure of what it means to be on the roll, please read the 'Frequently Asked Questions' below that will help you to understand what the roll is for.

I hope that you will find that belonging to Holy Redeemer will be a great help and encouragement to you in your life as a Christian. Belonging to a church is described in the bible in many ways. It is a family to belong to (see Galatians 6.10), a body to be part of (see 1Cor 12.12-13), a building in which Jesus is the foundation (see Ephesians 2.20-22) and a partnership of people united in their love for God (see 1Peter 2.9). As you join the roll I hope that these will be true for you.

on behalf of the Parochial Church Council

What are the qualifications to be on the roll? The roll is open to anyone living in our parish who is happy to consider themselves a member of the Church of England and to those living outside of the parish who make Holy Redeemer their home by worshipping with us on a regular basis. You will need to declare on the application that you are baptised.

Why is the roll important? Apart from demonstrating your commitment to the Church those on the roll are able to stand for election as Churchwarden, to the Parochial Church Council (the PCC), to vote for those offering to stand and to be included on our list of sidesmen/sideswomen.

What happens if I change my mind? If your circumstances change and you feel that it is no longer appropriate to have your name on the roll you can ask for it to be removed. Each year we review the roll, and in some circumstances, it may be appropriate for you to be removed. You might for example move out of the parish and decide to join another church. We would try to contact you before removing you to explain the reason for this.

How is the roll used? The privacy notice on the back of the Electoral Roll application gives more details about the data collected for the roll and its use.

While the roll is a public document, we would only make the information available to those who have a legal right to this.

In exceptional circumstances (e.g. if your address needs to be kept private for safeguarding reasons), it is your right to request that your name only - with no address - appears on our Electoral Roll. If this applies to you, please let our Electoral Roll officer know when you apply, so that we can discuss the arrangements with you.

The Small Print – our Diocesan office have provided the following notes and guidance to help you complete the application form.

1 - Those who become 16 during the next 12 months may complete the form, and become eligible to be entered on the roll on their sixteenth birthday. You must be over the age of 16 on the date of the AGM (and be included on the roll) to be eligible to vote.

2A - The only Churches at present in communion with the Church of England are other Anglican Churches in Britain and abroad, and certain foreign Churches.

2B - If you do not live within the boundaries of this parish you must have habitually attended public worship at this church for the last six months before you can be entered on the Electoral Roll (see below for exclusions from this rule).

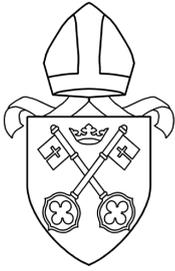
2C - Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England. Such denominations would include the Methodist, Baptist, Roman Catholic and URC churches.

What happens if I have been unable to attend through illness? In 2019 our roll will be renewed. If you are not resident in the parish but were on the previous 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.

I'm still not sure whether I am eligible to apply for membership of the electoral roll. If you need more information or help to complete your application, please contact the Electoral Roll officer c/o 01904 798593 or email office@holyredeemeryork.com.

In this form, "parish" means ecclesiastical parish.

2019v1



Diocese of York
APPLICATION FOR ENROLMENT
ON THE CHURCH ELECTORAL ROLL – 2019-2020
Parish of the Church of the Holy Redeemer

v2

Name

(full name and title, please indicate your preferred name if any)

Address

(Full postal address must be given)

Postcode: _____

I declare that I am baptised and am aged 16 or over or, become 16* on _____, *(please tick the relevant box)*

**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.*

Please then tick one only of boxes 2A, 2B or 2C.

2A 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.

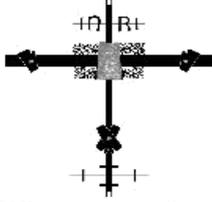
2B I am a member of the Church of England (or of a Church in communion with the Church of England) and, not being resident in the parish, I have habitually attended public worship in this parish during the period of six months prior to enrolment.

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 this 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 this parish.

Signed _____ Date: _____

When completed this form should be returned to the **Electoral Roll Officer**
c/o the Vicarage 108 Boroughbridge Road York YO26 6AB.



The Church of the Holy Redeemer York

A Place to Connect

ELECTORAL ROLL PRIVACY NOTICE

Who are we?

The Vicar and the PCC of the Church of the Holy Redeemer 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:

- 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;
- calculate the number of representatives who may be elected to each of these synods in the following year;
- undertake a review and revision of the electoral roll as necessary; and
- 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?

1. *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.
2. *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.*
3. *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

PCC, Church of the Holy Redeemer, York, YO26 6AB. Email: office@holyredeemeryork.com

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.