

# THE CONSTITUTION AND STATUTES OF THE CATHEDRAL CHURCH OF SAINT PETER IN EXETER

Incorporating Amendments approved  
by the Instrument of  
18 May 2007

and

Incorporating Amendments approved  
by the Instrument of  
12 March 2014

and

Incorporating Amendments approved  
by the instrument of  
14 January 2016

Incorporating Amendments approved  
by the instrument of  
19 March 2018

CONSTITUTION & STATUTES  
INDEX

SECTION	PAGE
<u>Preamble</u>	3
<u>Constitution</u>	
1. Interpretation	4
2. Seat of the Bishop	5
3. The Body Corporate	5
4. The Council	5 - 6
5. The Chapter	6 - 8
6. The College of Canons	8 - 9
7. The Bishop	9 - 10
8. The Dean	10 - 11
9. Residentiary Canons	12
10. Chapter Canons	13
11. Prebendaries, Canons Theologian and Lay Canons	13 - 14
12. Honorary Canons	14
13. Administrator	14
14. Cathedral Officers	15
15. Finance Committee	15
16. Cathedral Community Roll	15
17. Vacant	15
18. Cathedral Community Committee	16
19. Other Committees	16
20. Repeal or Amendment	16
21. Right or Interest of Her Majesty	17
22. Validity of Proceedings	17
23. Existing Interests	17
<u>Statutes</u>	
I. The Council	18
II. The Chapter	18 - 19
III. The College of Canons	19 - 20
IV. The Bishop	20 - 21
V. The Customary Oath	21
VI. The Dean	21
VII. The Members of the Chapter	21 - 22
VIII. The Prebendaries, Canons Theologian and Lay Canons	22
IX. Honorary Canons	22
X. Dignities and Titles	22 - 23
XI. Music	23
XII. Priest Vicars and Curates	23
XIII. Virgers	23
XIV. Vacant	24
XV. The Library and Archive	24
XVI. Cathedral Groups	24
XVII. Precedence	25

## **PREAMBLE**

The Cathedral Church of Saint Peter is the seat of the Bishop of Exeter and a centre of worship and mission. It is also a seat of teaching.

The Cathedral expresses this role and purpose in the words of its Mission Statement:

What does the Lord require of you but to do justice, love mercy and to walk humbly with your God? - Micah 6 verse 8

Exeter Cathedral exists for the glory of God and as a sign of God's kingdom. Our mission is growing in prayer, making disciples and serving people in Devon with joy. We express this through:

- Daily worship and prayer
- Welcome and pastoral support
- Nurturing disciples
- Learning together
- Serving the community

### **Our Values**

We are committed to and will courageously pursue being:

- Welcoming To All
- The Best We Can
- Open and Listening
- Fair and Respectful

The above paragraph is hereinafter referred to as the "statement of purpose".

The Cathedral is committed to the principle of Equal Opportunity in all aspects of its work.

The Cathedral is one of the cathedrals of the Old Foundation and was governed mainly by ancient Customs and Statutes as set out by Bishop Oldham and as codified in Bishop Veysey's synopsis. A new Constitution and new Statutes were made by Order in Council in pursuance of the Cathedrals Measures of 1931 and 1934 and again in 1967 in pursuance of the Cathedrals Measure 1963.

A new Constitution and Statutes were drawn up by a Transitional Council established in accordance with the Cathedrals Measure 1999. In addition they were made to conform with the Ecclesiastical Offices (Age Limit) Measure 1975, Care of Cathedrals Measure 1990 and Care of Cathedrals (Supplementary Provisions) Measure 1994. The corporate body of Exeter Cathedral is a charitable body.

The new Constitution and Statutes came into operation on 24<sup>th</sup> November 2001. The first revision came into force on 18<sup>th</sup> May 2007. The second revision came into effect on 12<sup>th</sup>

Exeter Cathedral Constitution & Statutes 2018 Revision  
March 2014. The third revision came into effect on 14<sup>th</sup> January 2016. This fourth revision came into effect on 19<sup>th</sup> March 2018.

## THE CONSTITUTION

### 1 INTERPRETATION

In this Constitution and in the Statutes –

‘Actual communicant’ means a person who is a member of the Church of England who has received Communion according to the use of the Church of England, or of a Church in communion with the Church of England, at least three times within the preceding twelve months.

‘Cathedral’ means the Cathedral Church of Saint Peter in Exeter.

‘Cathedral duties’ means duties, whether in the Cathedral or the Diocese, which should, in the opinion of the Chapter after consultation with the Bishop, be discharged in or from the Cathedral, in accordance with the Measure, section 8.

‘Diocese’ means the Diocese of Exeter and ‘diocesan’ shall be construed accordingly.

‘Prebendary’ means an ordained person collated by the Bishop to a prebendal stall in the Cathedral.

‘Canon Theologian’ means a person appointed under Article 11.b of this Constitution.

‘Chapter Canon’ means a person appointed in accordance with Article 5.a.iv of the Constitution.

‘Holder of a Diocesan office’ means employed by the Exeter Diocesan Board of Finance or by a person or body carrying out functions in the Diocese of Exeter or elsewhere connected to the Church of England or, not being so employed, carrying out such functions

‘Lay Canon’ means a person appointed under Article 11.c of this Constitution.

‘See’ means the see of Exeter.

A self-supporting minister is an ordained person who ministers without remuneration in money or money’s worth.

‘[The] Measure’ means the Cathedrals Measure 1999.

The definitions and references contained in Section 35 of the Measure shall, except where the context otherwise requires, apply to the provisions of this Constitution and to the Statutes.

A reference in this Constitution and the Statutes to the holder of any office, dignity

or preferment shall be to the holder for the time being of such office, dignity or preferment in the Cathedral or, as the case requires, in the Diocese.

Any question whether a person is, for the purposes of this Constitution and the Statutes, resident in the Diocese shall be determined by the Bishop.

## 2. SEAT OF THE BISHOP AND CENTRE OF WORSHIP, TEACHING AND MISSION

Any person or body on whom functions are conferred by or under this Constitution and the Statutes shall, in exercising those functions, have due regard to the fact that the Cathedral is the seat of the Bishop and a centre of worship and mission, and is also a seat of teaching.

## 3. THE BODY CORPORATE

The members for the time being of the Council, the Chapter and the College of Canons form a body corporate with perpetual succession and a common seal, to be known as the corporate body of Exeter Cathedral.

## 4. THE COUNCIL

a. The Council shall consist of:

- i. a Chairman appointed in accordance with paragraph b. below,
- ii. the Dean,
- iii. three other members of the Chapter chosen by the Chapter,
- iv. two members of the College of Canons, elected by its members by secret ballot, for which the President shall appoint a returning officer,
- v. three lay persons, not being members of the Chapter, whose names are on the Cathedral Community Roll as maintained under Article 16 hereof, who shall be elected by secret ballot once every three years by members of the Community Roll, for which the Dean shall appoint a returning officer, and
- vi. ten persons having experience in the work of the Cathedral or the ability to reflect local, diocesan, ecumenical or national interests, appointed by the Bishop after consultation with the Chapter, the Bishop's Council and Standing Committee of the Diocesan Synod and such other bodies as he deems appropriate.

b. The Chairman shall be a lay person, not being a member of the Chapter, appointed by the Bishop, who shall before making an appointment afford the Chapter an opportunity to express views both in general as to the appointment

Exeter Cathedral Constitution & Statutes 2018 Revision  
and as to any specific person proposed by the Bishop for appointment, and  
who shall in deciding whom to appoint have regard to those views.

c. The Bishop shall be entitled to be present and to speak, but not to vote, at meetings.

d. Term of Office

Members of the Council, other than the Dean, shall hold office for a term of three years but shall be eligible for further terms of office.

e. Functions

It shall be the duty of the Council to further and support the work of the Cathedral, financial, spiritual, pastoral, evangelistic, social and ecumenical, reviewing and advising upon the direction and oversight of that work by the Chapter and in particular, without prejudice to the generality of the foregoing, to:

- i. consider proposals submitted by the Chapter in connection with the general direction and mission of the Cathedral and to give advice on them to the Chapter,
- ii. receive and consider the annual budget of the Cathedral,
- iii. receive and consider the annual report and audited accounts, and
- iv. consider proposals submitted by the Chapter in connection with this Constitution and the Statutes of the Cathedral with a view to their revision under Part II of the Measure.

f. Powers

The Council may:

- i. request reports from the Chapter on any matter concerning the Cathedral,
- ii. discuss and declare its opinion on any such matter, and
- iii. draw any matter to the attention of the Visitor or the Church Commissioners.

g. Frequency of Meetings

The Council shall meet on at least two occasions in each calendar year.

## 5. THE CHAPTER

a. Membership

The Chapter shall consist of:

- i the Dean, who shall be the Chairman and shall have a second or casting vote,
- ii. all the Residentiary Canons,
- iii. *Omitted by instrument made on 15 March 2018*
- iv. four other persons called Chapter Canons of whom only one may be ordained, appointed by the Bishop after consultation with the Dean and the Bishop's Council and Standing Committee of the Diocesan Synod, who shall hold office for up to three years but shall be eligible for further appointments each of up to three years.
- v If a Chapter Canon is absent for more than three consecutive Chapter meetings without the express permission of the Dean, the appointment shall automatically terminate if the Chapter so resolves.

b. Duties

It shall be the duty of the Chapter to direct and oversee the administration of the affairs of the Cathedral and in particular, without prejudice to the generality of the foregoing, to:

- i. order the worship and promote the mission of the Cathedral,
- ii. ensure that a member of the Chapter or other responsible persons shall maintain the worship of the Cathedral Church and be available in case of emergency, known as 'The Canon in Residence',
- iii. consult the Bishop on at least two occasions per year concerning the general direction and mission of the Cathedral,
- iv. formulate, after consultation with the Bishop, proposals in connection with the general direction and mission of the Cathedral and submit them to the Council for its advice,
- v. prepare an annual budget for the Cathedral,
- vi. submit to the Council the annual report and audited accounts prepared by the Chapter in accordance with Section 27 of the Measure and such other reports as may be requested by the Council on any matter concerning the Cathedral,
- vii. submit to the College of Canons the annual report and audited accounts prepared as aforesaid,
- viii. keep under review this Constitution and the Statutes of the Cathedral

Exeter Cathedral Constitution & Statutes 2018 Revision  
and submit any proposals for their revision to the Council, and

- ix. manage all property vested in the Cathedral and the income accruing from it and, in particular, ensure that necessary repairs and maintenance in respect of the Cathedral and its contents and other buildings and monuments are carried out.

c. Power to Acquire and Dispose of Property

The Chapter shall have the power, subject to the provisions of the Measure and the Care of Cathedrals Measure 1990, to acquire and dispose of property on behalf of the corporate body of Exeter Cathedral.

d. Power of Investment

The Chapter shall have the power, subject to the provisions of the Measure, to invest monies forming part of the endowment of the Cathedral on behalf of the corporate body of Exeter Cathedral.

e. The Seal

The Chapter shall hold the common seal of the Cathedral and shall affix it when required. Any instrument to which the seal is affixed shall be signed by a member of the Chapter and by the Administrator or by a second member of the Chapter.

f. Frequency of Meetings

The Chapter shall meet on at least nine occasions in each calendar year.

6. THE COLLEGE OF CANONS

a. The College of Canons shall consist of:

- i. the Dean,
- ii. the Suffragan Bishops,
- iii. any full-time, stipendiary, Assistant Bishop,
- iv. the Residentiary Canons, the Chapter Canons, the Prebendaries, the Canons Theologian, and the Lay Canons, and
- v. the Archdeacons.
- vi. The Bishop shall have the right to attend, speak, and receive agendas and minutes, but shall not be a voting member.



b. Functions

The College of Canons shall:

- i. receive and consider the annual report and audited accounts,
- ii. discuss such matters concerning the Cathedral as may be raised by any of its members,
- iii. give such advice and counsel as requested by the Bishop or the Chapter, and
- iv. in the event of a vacancy in the See, be summoned by the Dean to meet and on receiving from Her Majesty a licence under the Great Seal with a Letter Missive as provided by the Appointment of Bishops Act 1533 proceed to the election of a bishop in the manner laid down by that Act.

c. Frequency of meetings

The College of Canons shall meet on at least two occasions in each calendar year.

7. THE BISHOP

a. The Bishop and the Cathedral

The Bishop shall have the principal seat and dignity in the Cathedral.

b. Right to Officiate

After consultation with the Chapter, and subject to any provision in the Statutes, the Bishop may officiate in the Cathedral and use it in teaching and mission, for ordinations and synods and for other diocesan occasions and purposes.

c. Consultation with the Chapter

The Chapter shall from time to time consult with the Bishop in respect of the general direction and mission of the Cathedral, and the Bishop may at any time seek the advice of the Chapter on any matter.

d. Bishop as Visitor

The Bishop shall be the Visitor of the Cathedral and shall have all the powers that belong as of right to the office of Visitor.

e. Construction of Constitution and Statutes

The Bishop shall as Visitor hear and determine any question as to the construction of this Constitution and the Statutes.

f. Frequency of Visitations

The Bishop may hold a Visitation of the Cathedral whenever considering it desirable or necessary to do so or when requested by the Council or Chapter.

g. Visitor's Directions to the Chapter and Office-Holders

In the course of a Visitation, the Bishop may give such directions to the Chapter, to the holder of any office in the Cathedral or to any person employed by the Cathedral Chapter as will, in the opinion of the Bishop, better serve the due observance of this Constitution and the Statutes.

h. Duty to Act in Accordance with the Visitor's Determination or Direction

It shall be the duty of any person or body on whom functions are conferred by or under the Measure to act in accordance with any determination made, or any direction given, by the Visitor under paragraphs e. and g. above.

i. Reserved Powers

The foregoing is without prejudice to the powers of the Bishop under the Care of Cathedrals (Supplementary Provisions) Measure 1994 and to the powers of the Bishop as Visitor generally.

j. Proposals for Amendments to the Constitution and Statutes

The Bishop may at any time propose for consideration by the Council amendments to this Constitution and the Statutes.

8. THE DEAN

a. The Dignity of Dean

- i. The principal dignitary of the Cathedral, next after the Bishop, shall be the Dean, who is appointed by the Crown.
- ii. The Dean shall vacate office automatically and without the execution of any instrument of resignation in accordance with the Ecclesiastical Offices (Age Limit) Measure 1975.

b. Duties

It shall be the duty of the Dean as Chairman of the Chapter to govern and direct on its behalf the life and work of the Cathedral and in particular, without prejudice to the generality of the foregoing, to:

- i. ensure that Divine Service is duly performed in the Cathedral,

- ii. ensure that this Constitution and the Statutes are faithfully observed,
- iii. maintain good order and proper reverence in the Cathedral,
- iv. secure the pastoral care of all members of the Cathedral Community, and
- v. take all decisions necessary to deal with any emergency affecting the
- vi. Cathedral, pending consideration by the Chapter.

c. Matters Requiring the Dean's Consent

The following steps shall not be taken without the consent of the Dean:

- i. any alteration of the ordering of services in the Cathedral,
- ii. the settlement of the Cathedral's budget, or
- iii. the implementation of any decision taken by the Chapter in the Dean's absence.

Provided that, in the case of a decision taken by the Chapter as to any matter other than one mentioned at sub-paragraph i. or ii. above, his consent shall be deemed to have been given for the purposes of sub-paragraph iii. above after the expiry of one month following the date on which the decision was taken unless, within that period, the Dean requests the Chapter to reconsider the decision at the next meeting of the Chapter, in which case the matter shall be decided by a majority of those present and voting at the meeting, the Dean having a second or casting vote.

d. Appointment of a Substitute

If the office of Dean is vacant, or if the Bishop considers that the Dean will be unable to discharge any or all of the functions of Dean under the Measure by reason of illness or absence or any other cause, the Bishop shall, after consultation with the Chapter, appoint a Residentiary Canon to carry out such functions as the Dean is unable to discharge during the period in question; and references in this Constitution and the Statutes to the Dean shall be construed accordingly.

e. Justification of Substitution

Should any question arise concerning the justification of the appointment of a substitute for the Dean under the provisions of the Measure, that question shall be determined by the Archbishop of Canterbury.

f. Membership

The Dean shall be a member of the Council, Chairman of the Chapter, President of the College of Canons and a member of all committees of the Chapter.

9. RESIDENTIARY CANONS

a. Qualification

No one shall be appointed Residentiary Canon who has not been at least six years in Holy Orders and who is not distinguished by some title or proof of learning except where, in the opinion of the Bishop, that person is otherwise exceptionally qualified for the office.

b. Retirement

A Residentiary Canon shall vacate office automatically and without the execution of any instrument of resignation in accordance with the Ecclesiastical Offices (Age Limit) Measure 1975.

c. Cathedral Duties

Two Residentiary Canons who shall be engaged exclusively on Cathedral duties shall be appointed by the Bishop after consultation with the Dean.

d. Cathedral and Diocesan Duties

Two further Residentiary Canons whose duties may be partly Diocesan and partly in the Cathedral may be appointed by the Bishop after consultation with the Dean. In addition two Self-supporting Residentiary Canons may be appointed by the Bishop after consultation with the Dean. These Canons shall have the same standing as those Canons engaged exclusively on Cathedral duties. Subject to paragraph b. above, any Residentiary Canon who was at the date of appointment the holder of a Diocesan office, or was appointed to a Diocesan office at the same time as being appointed to a residentiary canonry, and was appointed to that canonry on the understanding that the canonry would be held only so long as that office or another diocesan office was held, shall on ceasing to hold such office vacate the office of Residentiary Canon unless the Bishop after consultation with the Dean otherwise determines.

e. Tenure of Appointment

Subject to paragraphs b. and d. above, Residentiary Canons may be appointed by the Bishop, after consultation with the Dean.

f. Suspension of canonries.

The Bishop may for financial or other reasons and after consultation with the Chapter suspend and refrain from filling a residentiary canonry which has fallen vacant, and may after the like consultation revive and appoint to such residential canonry.

10. CHAPTER CANONS

Chapter Canons shall be actual communicants, ordained or lay;

11. PREBENDARIES, CANONS THEOLOGIAN AND LAY CANONS

a. Prebendaries

Clerks in Holy Orders appointed to be Prebendaries shall be beneficed or licensed in and resident in the Diocese, and shall vacate office and stall automatically and without any execution of any deed of resignation upon:  
ceasing to reside in the Diocese, or  
ceasing to be beneficed or licensed to serve in the Diocese,  
unless requested by the Bishop after consultation with the Dean to continue in office on such terms as the Bishop shall determine.

b. Canons Theologian

The Bishop may, after consultation with the Dean, appoint not more than two additional members of the College of Canons with the title of Canon Theologian who shall be actual communicants but who need not be beneficed, or licensed, or resident in the Diocese; such appointments shall be for an initial term of five years but the appointment may be renewed by the Bishop, after consultation with the Dean, for a further term or terms not exceeding three years in the case of each renewal.

c. Lay Canons

Lay persons appointed to be Lay Canons shall be persons who have given distinguished service to the Diocese and who are actual communicants. A Lay Canon shall hold office for an initial period of five years but shall be eligible for re-appointment for further such periods, and shall vacate office automatically and without any instrument of resignation upon ceasing to be resident in the Diocese unless requested by the Bishop after consultation with the Dean to continue in office on such terms as the Bishop shall determine. Such a request shall be made before the Lay Canon ceases to be resident in the Diocese

d. Purpose

Prebendaries and Lay Canons shall seek to contribute to the corporate life of the Cathedral and to promote the mission and service of the Church in the Diocese. A Canon Theologian shall fulfil a particular role in contributing to the theological life of the Diocese as agreed by the Bishop.

e. Number

- i. Not more than twenty-six Prebendaries may be appointed by the Bishop

- ii. Not more than twelve Lay Canons may be appointed by the Bishop after consultation with the Dean.

## 12. HONORARY CANONS

### a. Appointment

Any person may be appointed as Honorary Canon by the Bishop after consultation with the Dean, the Council and the College of Canons on such terms as the Bishop shall determine. Honorary Canons shall hold office for an initial period of five years but shall be eligible for re-appointment for further such periods.

### b. Purpose

Honorary Canons shall seek to promote the mission of the Church in Devon in partnership with the Bishop, the Diocese and the Cathedral. They are not members of the College of Canons.

### c. Number

The number of Honorary Canons shall be determined by the Bishop after consultation with the Dean and the Council.

### d. St Edward's Canons

The Bishop, after consultation with the Dean, may confer the title St Edward's Canon on leaders or other distinguished members of other Christian churches for a period or periods determined by the Bishop. St Edward's Canons shall not by virtue of their appointment be Canons for the purpose of the Measure, nor members of the College of Canons.

## 13. ADMINISTRATOR

### a. Appointment

The Administrator shall be appointed by the Chapter.

### b. Functions

The Administrator shall be responsible to the Chapter for the efficient administration of the Cathedral, supervision of the staff, co-ordination of activities, and other such duties as the Chapter may from time to time require and shall attend Chapter meetings.

14. CATHEDRAL OFFICERS

The Chapter shall appoint:

- a. an Architect;
- b. an Auditor, who shall be a chartered accountant and a person who may, under section 144 of the Charities Act 2011, audit the accounts of a charity.
- c. a Director of Music who shall have the function of supervising music in the Cathedral.

15. FINANCE COMMITTEE

The Chapter shall establish a Finance Committee having the function of advising the Chapter in connection with its responsibilities in the field of financial and investment management, and for the membership to include persons who have expertise and experience in that field. The Finance Committee shall report regularly to Chapter.

16. CATHEDRAL COMMUNITY ROLL

The Chapter shall form and maintain a roll ("The Cathedral Community Roll") containing the names of those persons who are members of the Cathedral Community and who apply to be enrolled as such. The Cathedral Community shall consist of those persons over the age of sixteen years who:

- a. worship regularly in the Cathedral, or
- b. are engaged in work or service connected with the Cathedral in a regular capacity, or
- c. are parents of choristers and pupils at the Cathedral School.

The Cathedral Community Roll shall be annotated with those members who are qualified to vote in synodical elections by declaration of not being a member of a parish church electoral roll. Those members so annotated shall be entitled to vote for a representative of the Cathedral to participate in synodical government in the manner prescribed by or under the Church Representation Rules.

17 VACANT

18. CATHEDRAL COMMUNITY COMMITTEE

a. Membership

The Chapter shall establish a Cathedral Community Committee which shall comprise:

- i. the Dean and two other members of the Chapter,
- ii. those members of Christianity Deanery Synod elected from and by qualified electors from the Cathedral Electoral Roll,
- iii. eight members elected from and by members of the Cathedral Community Roll, and
- iv. up to four persons co-opted for a term of three years from the date of their co-option.

Elected members of the committee shall hold office for three years but shall be eligible for further terms of office. The Committee shall elect a chairman from among its members.

b. Duties

The Cathedral Community Committee shall advise the Chapter on all matters concerning the life of the Cathedral and its community and shall act as a channel of communication between Chapter and community. The Chapter may delegate to the Committee such functions, powers and duties relating to the Cathedral community as the Chapter may determine.

19. OTHER COMMITTEES

- a. The Chapter may establish other committees and may delegate functions to them.
- b. Persons who are not members of the Chapter may be members of any committee.

20. REPEAL OR AMENDMENT

In this Constitution and the Statutes no repeal or amendment nor any additions shall be made except in accordance with the Measure.



21. RIGHT OR INTEREST OF HER MAJESTY

Nothing in this Constitution and the Statutes shall affect any right of patronage or other right or interest of Her Majesty.

22. VALIDITY OF PROCEEDINGS

No proceedings of the Council, the Chapter or the College of Canons shall be invalidated by any vacancy in the membership or by any defect in the qualification or election of any member.

23. EXISTING INTERESTS

No provision in this Constitution or the Statutes shall adversely affect the tenure of office or any right to pension of any person who, immediately before the date when they came into operation, holds or has held freehold or any other office conferring fixity of tenure unless by an instrument of writing in the holder's hand the holder agrees to be bound by that provision.

**THE STATUTES**

**STATUTE I.**

**THE COUNCIL**

1. The Council may, with the consent of the Bishop, by instrument under the common seal, revise the Constitution or these Statutes of the Cathedral. Any such instrument may either provide a new Constitution or new Statutes for the Cathedral or may amend the Constitution or Statutes in force immediately before the instrument comes into force. Before taking any steps under the procedures for the revision of the Constitution or Statutes the Council shall afford the Chapter an opportunity to express views as to the Council's proposals and shall have regard to those views. The procedures for the revision of the Constitution and these Statutes are set out in Sections 29, 30 and 31 of the Measure.
2. Meetings of the Council shall be called by the Chairman, in accordance with a resolution of the Council, on the Chairman's own motion, or on the written requisition of at least eight members of the Council.
3. The quorum for the transaction of business at a meeting of the Council shall be eleven of its members.
4. In the absence of the Chairman the Council shall elect one of its members to act as Chairman for that meeting.

**STATUTE II.**

**THE CHAPTER**

1. The Chapter shall order the life of the Cathedral in accordance with the principles of the statement of purpose of the Cathedral. It shall make provision for a rule of life for its members which shall include a pattern of corporate attendance at public worship.
2. The Chapter shall draw up a code of practice for the proper conduct of its business, including provision for consultation with other bodies. In particular, the Bishop shall receive notice of Chapter's agenda, minutes and decisions.
3. Meetings of the Chapter shall be called by the Dean, in accordance with a resolution of the Chapter, on the Dean's own motion, or on the written requisition of at least half of its members.
4. The quorum for the transaction of business at a meeting of the Chapter shall be at least half of its members, one of whom shall be a Chapter Canon.

- 5 Vacant
- 6 In the absence of the Dean or of any person appointed to exercise the functions of the Dean under Article 8.d of the Constitution, the Chapter shall elect one of its members to preside over it, but such person shall not have a casting vote.
7. For the proper administration of the Cathedral the Chapter shall:
  - a. appoint such staff and office holders as required by the Constitution, and may appoint such other staff as it deems necessary;
  - b. subject to the provisions of the Patronage (Benefices) Measure 1986 provide that any presentations or nominations to benefices in the patronage of the Cathedral shall be exercised by the Chapter.
8. For the proper administration of the Cathedral the Chapter may:
  - a. make provision for the establishment of one or more limited companies for purposes in support of the Cathedral,
  - b. maintain a school at which the child choristers are educated or make such other arrangements for the provision of choristers as may be expedient, and
  - c. allocate any house except the Deanery vested in the Cathedral for the use of any person holding an office in connection with the Cathedral as a residence from which to perform the duties of that office.

### **STATUTE III.**

#### **THE COLLEGE OF CANONS**

1. The Dean shall normally be the President of the College of Canons, and may delegate the chairing of part or all of the meeting. When the Bishop has called on the College to aid him in his work by its counsel then the Bishop shall preside, and may delegate the chairing of part or all of the meeting.

In the absence of the Dean or his substitute as defined in Article 8.d of the Constitution the Residentiary Canon most senior by appointment shall perform the duties of the office of President.

The College of Canons shall be summoned by the President, with not less than fourteen days' notice, to meet:

- a. in each year on 21<sup>st</sup> November, which is the Feast of Dedication of the Cathedral, or on the nearest convenient day thereto, and on at least one other occasion,
- b. whenever an election falls to be made by the College of Canons,

- c. for the installation of the Dignitaries, Canons Residentiary, Prebendaries, Lay and Chapter Canons,
- d. whenever the President considers a meeting to be necessary or desirable,
- e. whenever the Bishop wishes to seek counsel and advice of the College of Canons, and
- f. whenever a meeting is requested by not less than ten members of the College of Canons; and in such case the notice summoning the meeting shall issue not more than ten days after the receipt by the President of such a request and the meeting shall take place not more than thirty days after such receipt.

The quorum for the transaction of business at a meeting of the College of Canons shall be at least half its members.

Decisions taken at meetings of the College of Canons shall be made by a majority of those present and voting.

#### **STATUTE IV.**

##### **THE BISHOP**

1. The Bishop, as soon as may be convenient after consecration or (in the event of the Bishop already being in Episcopal Orders) confirmation, shall be solemnly enthroned in the Cathedral, according to its ancient customs.
2. The Bishop shall have the right to celebrate Holy Communion and to preach in the Cathedral Church at a service on the feasts of Christmas, Easter, Ascension Day and Whitsunday. If the Bishop does not exercise these rights, the preacher shall be nominated by the Dean.
3. The Bishop, having ascertained and taken into account arrangements already made, shall also have the right:
  - a. with the agreement of the Dean, to preach in the Cathedral on up to six Sundays in each year;
  - b. on giving not less than eight days' notice to the Dean, to celebrate Holy Communion therein once a month;
  - c. with the agreement of the Dean, to use the Cathedral for synods, ordinations, confirmations and special services;
  - d. at any service held by the Bishop, to determine the ordering thereof, to preach or to appoint the preacher, to preside or appoint the principal president, and to claim reasonable assistance from the Chapter and its employees.

- 4 Whenever the Dean, a Canon or a Prebendary vacates office the Bishop may confer on that person, as the case may be, the title of Dean Emeritus, Canon Emeritus or Prebendary Emeritus. Such title shall not confer upon its holder the right to be a member of the College of Canons.

#### **STATUTE V.**

##### **THE CUSTOMARY OATH**

I, [N], promise that I will serve this Cathedral Church of St Peter in Exeter in the ministry of [*measure of office/ and a member of the College of Canons*] with faithfulness in worship, devotion in service, honesty of endeavour, and with reverence and love for all God's people; in obedience to its Constitution and Statutes, and in witness to the faith of Jesus Christ our Lord; So help me God and these Holy Gospels.

#### **STATUTE VI.**

##### **THE DEAN**

1. The Dean shall be instituted by the Bishop to the office of Dean and shall be installed into the decanal stall in the Cathedral. At the installation the Dean shall take such oaths as are prescribed by law and custom.
2. The Dean shall reside in the house designated by the Chapter as the Deanery.
3. The Dean shall have the cure of souls within the precinct of the Close.
4. With the exception of those persons invited to preach by the Bishop on those occasions when the Bishop has the choice, no person shall preach within the Cathedral except when invited to do so by the Dean after consultation with the Chapter.

#### **STATUTE VII.**

##### **THE MEMBERS OF THE CHAPTER**

1. Residentiary Canons
  - a. Residentiary Canons are collated by the Bishop and shall be installed by the Chapter having taken the oaths prescribed by law and custom.
  - b. Residentiary Canons shall reside in the precinct of the Close unless given permission by the Bishop after consultation with the Dean to reside in some other specified dwelling.

- c. Residentiary Canons shall have seniority within the Chapter by date of appointment.

2. Chapter Canons

Chapter Canons shall be installed by the Chapter having taken the oaths prescribed by law and custom.

**STATUTE VIII.**

**THE PREBENDARIES, CANONS THEOLOGIAN AND LAY CANONS**

1. Prebendaries are collated by the Bishop. Canons Theologian and Lay Canons shall be appointed by the Bishop and collated if they are Clerks in Holy Order. They shall be installed by the Chapter having taken the oaths prescribed by law and custom.
2. Prebendaries may be invited to preach in the Cathedral by arrangement with the Dean.

**STATUTE IX.**

**HONORARY CANONS**

1. Honorary Canons shall be installed by the Chapter having taken the oath prescribed by custom.
2. Honorary Canons shall have no formal duties, but shall be invited to join the Cathedral Foundation at occasions designated by the Dean after consultation with the Bishop.

**STATUTE X.**

**DIGNITIES AND TITLES**

1. The Bishop after consultation with the Chapter, the Council and the College of Canons may create, abolish, suspend or terminate the suspension of any dignity, office or title in the Cathedral, and determine after such consultation under what terms such dignity, office or title shall be held and how appointment to it shall be made, provided that such actions, dignities, offices or titles are consistent with the rest of the Constitution and Statutes and with the Measure.
2. The ancient dignities established in the Cathedral known as the Quattuor Personae

Exeter Cathedral Constitution & Statutes 2018 Revision

are the Dean, the Precentor, the Chancellor and the Treasurer, and these may not be abolished. The dignities of Precentor, Chancellor and Treasurer are in the gift of the Bishop after consultation with the Dean and appointments may be made on either a full- or part-time basis. Upon appointment these dignitaries are collated by the Bishop and installed by the Chapter according to the ancient customs of the Cathedral.

**STATUTE XI.**

**MUSIC**

1. The Director of Music shall be an actual communicant, and shall work with the Chapter in the mission of the Cathedral in relation to the Diocese and the wider community. The Director is responsible, under the general direction of the Chapter, for all music performed in the Cathedral, for the training and conducting of the choirs, and for the care of instruments and music owned by the Cathedral.
2. The Chapter may appoint other musicians at its discretion and shall define their tasks.

**STATUTE XII.**

**PRIEST VICARS AND CURATES**

1. The Chapter may appoint Clerks in Holy Orders as Priest Vicars to give diligent assistance in promoting the worship of the Cathedral Church and, in particular, to assist in the singing and conduct of divine worship. Priest vicars shall cease to hold the appointment on retirement or on otherwise ceasing to exercise their duties in the Cathedral Church.
2. With the agreement of the Dean, the Bishop may license Assistant Curates.

**STATUTE XIII.**

**VIRGERS**

1. The Chapter shall appoint sufficient virgers to undertake any duties assigned to them by Chapter.

**STATUTE XIV.**

Vacant

**STATUTE XV.**

**THE LIBRARY AND ARCHIVE**

1. The Chapter shall maintain the Cathedral Library and Archive.
2. The Chapter may arrange for outside bodies to manage these institutions on its behalf (e.g. the University of Exeter and the Devon Record Office) but the books, manuscripts and other artefacts within the library and archive shall remain the property of the Cathedral.
3. The Chapter may appoint a Librarian, Assistant Librarians, an Archivist and Assistant Archivists as may be deemed necessary.

**STATUTE XVI.**

**CATHEDRAL GROUPS**

1. Groups and organisations may be formed for the furtherance of the Cathedral's worship and mission as set out in its statement of purpose. They shall not be recognized as Cathedral groups without the approval of the Chapter.
2. Each such group shall be given the opportunity to draw up its own constitution which shall have force when approved by the Chapter. This constitution shall define its purpose. In the case of a group holding funds, it shall provide for a Treasurer. Funds held by groups shall be treated as sub-accounts of the Cathedral and shall be subject to the degree of audit required by the Charities Acts. Each constitution may make provision for other officers, and may if required include provision for election by secret, postal ballot. Elections shall be conducted through the Cathedral office and the returning officer in each case shall be appointed by the Dean.
3. Members of those groups who apply shall be entitled to be placed on the Cathedral Community Roll.

**STATUTE XVII.**



## PRECEDENCE

The order of precedence in the Cathedral shall be:

- i The Bishop of Exeter or any suffragan bishop or assistant bishop when acting for or with the Bishop\*,
- ii The Dean,
- iii The Residentiary Canons by seniority of appointment,
- iv Other members of the Chapter by seniority of appointment,
- v Suffragan bishops by order of consecration,
- vi Assistant bishops by order of consecration,
- vii The Archdeacons by seniority of appointment as Archdeacon,
- viii The Prebendaries by seniority of appointment,
- ix The Canons Theologian by seniority of appointment,
- x Lay Canons by seniority of appointment,
- xi The Chairman of the Council,
- xii Other members of the Council by seniority of appointment,
- xiii Honorary Canons by seniority of appointment,
- xiv The Administrator,
- xv Deans emeriti by seniority of appointment,
- xvi Canons and Prebendaries emeriti by seniority of appointment,
- xvii The Priest Vicars by seniority of appointment,
- xviii The Head Teacher of the Cathedral School,
- xix Other office holders and staff,
- xx The Director of Music and other musicians
- xxi The Cathedral Choir
- xxii The Voluntary Choir(s)

\*When attending the Bishop in the Cathedral, the Diocesan Chancellor and Diocesan Registrar process before the Bishop.