

PPC & PFC: PARISH CONSULTATIVE BODIES

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INTRODUCTION

LAY CONSULTATION IN THE CHURCH

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IMPORTANCE OF CONSULTATION

PASTORAL PRESIDENCY

INTRODUCTION

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- **IMPORTANCE OF CONSULTATION**
- **PASTORAL PRESIDENCY**

1. Lay rights & obligations (Canon 228):

- **To discharge ecclesiastical functions and offices, if they are suitable.**
- **To provide assistance to the pastor, if:**
 - **They excel in the necessary knowledge, prudence, and integrity.**
 - **They are capable.**
 - **To act as experts or advisors, even in councils.**

2. Exhortation on Pastors (Canon 529):

To recognize and promote the specific role which lay people have in the mission of the Church.

To ensure that they are concerned for the parish community.

To hear from laypersons and to consult them.

2. PPC & PFC: VENUE FOR LAY CONSULTATION

Canon 536:

If, after consulting the council of priests, the diocesan bishop considers it opportune, a pastoral council is to be established in each parish.

1. LAY CONSULTATION IN THE CHURCH

2. Exhortation on Pastors (Canon 529):

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Canon 536:• If, after consulting the council of priests, the diocesan bishop considers it opportune, a pastoral council is to be established in each parish.

Canon 537:• In each parish there is to be a finance council to help the parish priest in the administration of the goods of the parish.

3. PPC & PFC: VENUE FOR LAY CONSULTATION

4. They are two distinct parish consultative bodies:

a. In terms of their establishment:

- PFC is a mandatory entity in the parochial organization.
- PPC is an optional entity in the parish organizational structure.

b. In their finality:

- PFC gives counsel to the parish priest regarding administration of the parish temporal goods.
- PPC gives counsel to the parish priest regarding the pastoral activity in the parish.

c. As to membership:

- PFC is a technical field, its members should have specialized skills.
- PPC is a generalist group its members need experience with the parish and skill in deliberation.
 - New Code does not consider PFC as subordinate to PPC, but rather as an independent body.
 - Precisely, it calls them “council”.
 - Pastor is the point of cooperation between the two—not a hierarchy of consultative bodies.
 - There is nothing to prevent certain PPC members from acting as a PFC,
 - Provided it is not prohibited by particular statutes.

3. CONSULTATION IN THE CHURCH

- Seeking advice is important in terms of decision-making.
- At times, it is required by law for a valid act.

- However, the pastor is not obliged by the advice given.
- But he should not act contrary to it, unless there is a good and valid overriding reason.
- The scope of its action transcends competence or participation in the governance of the parish.
- Rather, it is situated in view of the relationships of communion and mutual service between the pastor and the parish community.

4. PASTORAL PRESIDENCY

- Pastor convenes and presides over all their meetings.
- Deliberations entered into or decisions taken by the councils are null and void if they are:

- Not presided over by the pastor.

- Assembled contrary to his wishes.

I. PARISH PASTORAL COUNCIL

1. PPC PROFILE

- Archdiocese of Manila, through its AORD, made a research on the organizational profile and assessment of its PPC.
- Mandate for their establishment was formally enacted in 1979 during the Fourth Synod of Manila.
- Are they serving their purpose?

1. Membership:

- Size averages between 19-27
- Parish organizations and youth have the most representation.
- Duplication or multiple roles.
- Not represented are special groups and civic organizations, e.g., farmers, government organizations, etc.

2. Leaders:

- Preference for college graduate
- 3-6 years tenure of service
- Mostly appointed by the Pastor
- Few are elected by parishioners

3. PPC Finances:

- Members voluntary contributions
- Membership dues
- Few on parish subsidy

4. Functions (coordinating body):

a. External:

- **Communicate grievances & needs of the people to the parish priest**
- **Formulate policies regarding parish personnel**
- **Set guidelines regarding procurement of supplies**
- **Formulate parish budget**
- **Supervise maintenance and repair**

b. Internal:

- **Hold meeting to formulate parish programs**
- **Hear reports from parish committees**
- **Conduct periodic reviews of parish activities**
- **Organize liturgical celebrations**
- **Hold fund raising**

5. Findings:

- **Organizationally, PCPs are more efficient than effective.**
- **Their activities are many but they lack focus, due to unclear understanding of the real function of the organization.**
- **As consultative bodies, based on the suitable human qualities of their leaders, they are potentially influential.**

6. Recommendations:

- **Preparatory formation for officers and parish priests on the current understanding of the Church on PPC.**
- **Streamlining of PPC structures, e.g., clarify its goals, review its internal organization.**
- **Enhance its political strength**

2. PROPER IDENTITY OF THE PPC

A. LEGAL BASIS

B. NATURE

C. OBJECTIVES

D. MEMBERSHIP

A. LEGAL BASIS

1. Canon 536 §1:

- In this council, which is presided over by the parish priest, Christ faithful, together with those who by virtue of their office are engaged in pastoral care in the parish, give their help in fostering pastoral action.

2. Canon 536 §2:

- PPC has only a consultative vote, and
- It is regulated by the norms laid down by the diocesan bishop.

B. NATURE:

- PPC is patterned after the DPC as recommended by Vatican II (CD 27).
- It is an institutional response to the teaching of Vatican II regarding:
 - Common responsibility of all the faithful in the life and mission of the Church.
 - Mutual cooperation between the laity and the pastors of the Church.
 - John Paul II, Apostolic Exhortation, Christifideles Laici, 30 December 1988.
 - Clear reasons for “more convinced, extensive and decided appreciation for PPC”:
 - Lay faithful have the ability to do very much towards the growth of ecclesial communion in their parishes,
 - In order to reawaken their missionary zeal,
 - Towards nonbelievers and believers who have abandoned the faith or grown lax in the Christian life.

Three Basic Features of the PPC:

- 1. PLANNING BODY**
- 2. AVENUE OF PARTICIPATION**
- 3. CONSULTATIVE BODY**

1. PLANNING BODY:

- It employs situation analysis.
- It is not a coordinating body.
- It deals with the church’s mission by:
 - Drawing up long & short range goals.
 - Designing procedures and processes to accomplish pastoral work.
 - It is not a service body which belongs to the parish apostolic groups and parish staff.
 - Its committees should be:
 - Information generators
 - Program monitor

2. AVENUE OF PARTICIPATION:

- It is a suitable place for the faithful to exercise the right and duty of communicating to the parish priest and to the other faithful opinions for the common good.

3. CONSULTATIVE BODY:

- Giving advice entails an exercise of power since the purpose of advice is to influence.
- PPC facilitates the obligation of the pastor to know the needs and desires of the parish community.
- To examine and consider all that relates to pastoral work and to offer practical conclusions on them
- To foster pastoral action particularly through the:
 1. Ministry of Formation
 2. Ministry of Worship
 3. Ministry of Service.
- To equip its function with preferential attention to the:
 - Poor and helpless
 - Suffering and the forgotten
 - Youth and the elderly
- Sacred Congregation for the Clergy, Circular Letter, 25 January 1973 - objectives of PPC:
 - To provide proposals and suggestions on missionary, catechetical and apostolic initiatives
 - To promote the doctrinal formation and sacramental life of the faithful
 - To assist in the pastoral work of priest in various social and territorial situations
 - To influence public opinion
- Through the members, the parish community must be truly reflected.
- The pastor and those who participate through their office in the pastoral care of the parish are considered stable members of PPC.
- The rest of its members should be lay, also with certain stability.
- Periodic renewal of its members should be done partially,
- To avoid a situation where all the members lapse simultaneously.

3. PPC IN THE ASF

1. ASF, CL. N. 13 S. 1980

2. ASF, CL. N. 5 S. 1982

3. ASF, CL. N. 16 S. 1982

3. PPC IN THE ASF

1. CL N. 13 S. 1980:

- **“All our parish churches should have their respective Pastoral Councils.”**
- **It took effect 7 October 1980.**
- **During the incumbency of Archbishop Oscar V. Cruz, DD.**
- **Attached is an instrument “for the renewal of our PPC”.**

1. Membership:

- **As to incorporation:**
 - a. **Ex-officio**
 - b. **Appointment**
 - c. **Nomination**
 - d. **Election**
- **As to functional organization:**
 - a. **Principal**
 - b. **Auxiliary**
- **Principal members:**

- **Pastor as ex-officio council Apostolate Director**

- **President and his Vice, Secretary and Treasurer**

- **Ministry and other committee Chairpersons**

- **Ecclesial Relations Officer**

- **Auxiliary members:**

- **Members of the Ministries and Committees**

- **Resource persons**

- **Others**

- **Principal members should not be less than eleven (11) and not more than thirty-one (31).**

2. Term of Office:

- **Term of the PPC Apostolate Director is dependent on the tenure of office as parish priest.**
- **Principal and Auxiliary members:**

- **Staggered system of tenure**

- **One-third of the total membership is changed every year.**

3. Meeting:

- **Either preceded or followed by Ministry and Committee meetings.**
- **Ideally regular monthly meeting.**
- **Special meeting in case of urgent, serious or complicated agenda.**

- At least half of the members shall constitute a quorum.

2. ASF, CL. N. 5 S. 1982:

- It is a policy-norm.
- Attached is an instrument for implementation of the VPC.
- VPC has particular relevance in the composition of the Archdiocesan Council of the Laity (ACL).

3. ASF, CL. N. 16 S. 1982:

- PPC officers and members shall tender their courtesy resignation
- Within thirty (30) days
- In the advent of a duly installed new incumbent parish priest.

B. PARISH FINANCE COUNCIL

1. NATURE

2. FUNCTIONS

3. ORGANIZATION

1. NATURE OF PFC

- PFC is mandatory for each parish.
- Since it is constitutive law, the bishop may not dispense from it (Canon 89).
- It is a specification of the general law: All juridical persons should have its own council for financial affairs, or at least two advisers (Canon 1280).
- It assists the administrator in fulfilling his duties.
- The process of operation for the PFC should be conciliar - consensus.
- While the Code of Canon Law places the authority and responsibility on the pastor, it does not do so to the exclusion of the participative process.
- The Code intends a cooperative pastor-council relationship for the best interests of the parish community and the diocese.
- The pastor convenes the PFC.
- He presides over all its meetings.
- He seeks its prudent judgment relative to parish administration that considers the needs of the parish, policies, programs and projects of a financial nature.
- The process is not that of a board of directors or trustees who are charged to do business in the name of the parish.
- PFC in principle is competent only on temporal matters expressedly provided for by approved Norms and General Laws.

- PFC is considered incompetent on:

- Archdiocesan Arancel System

- Canonical Books

- Temporal agenda reserved to higher ecclesiastical authority by Common Law and Archdiocesan Policies.

- ASF, CL N. 36, S. 1984:

- Provides for the establishment of the Finance Committee in all Parishes, in the Cathedral Church and the Shrine

- Effectivity, stability and continuity of the ordained priestly ministry depend on apostolic collaboration among the faithful, among the clergy, the religious and the laity.

- Attached Canonico-Pastoral Guidelines on the Constitution and Apostolate of the Finance Committee

2. FUNCTIONS OF PFC

A. General Duties:

- To fulfill their duties in the name of the Church in accord with the norms of law.
- To take an oath that they will be good and faithful to their office.
- To be diligent as a good paterfamilias.
- Not to arbitrarily relinquish the duties they have undertaken.

B. Specific Duties:

- To prepare and present the parish annual budget for both operating and capital expenditures based upon goals and objectives determined by the pastor and the PPC.
- This approved budget is published and made available to parishioners.
- To review income and expenditures at least semi-annually to determine if the parish is operating within the approved budget. It is recommended that the PFC meet at least quarterly.
- To provide parishioners with periodic reports on the financial position of the parish and to assist in the publication of an annual financial report available to parishioners.
- To approve financial statements for submission to the Chancery Office.
- To assist PPC committees and commissions in preparing and submitting annual budget requests.
- To study parish revenues and make recommendations to the pastor and PPC for maintaining or increasing revenues and controlling expenses to meet parish objectives and priorities.
- To educate parishioners to the need for Church support.
- To review the fiscal dimensions of all fund-raising programs such as pledges, raffles, bingo, socials, etc.
- To assist the pastor in overseeing the maintenance of the parish physical plant.
- To prepare and review accurate and precise inventory of immovable and movable goods, precious or of significant cultural value, and other goods.

- Duly signed
- With proper description and appraisal
- One copy is kept at the parish archive
- Another in the diocesan archive
- To assist in the annual Archdiocesan appeals and special collections.
- To review the job descriptions with salaries and benefits for parish employees and other workers:
- In accordance with particular guidelines and civil law.
- For themselves and for their dependents

C. On Extraordinary Acts of Administration:

- They are acts which do not occur periodically or are of great importance.
- Examples:
- Making long-term investments
- Acts of alienation
- Land purchases
- Construction of new building or extensive repairs on old buildings
- Leasing or renting property for an extended period of time
- Opening of a cemetery
- Establishment of a school
- Taking up special collections
- Diocesan Bishop, after consulting his DFC, shall determine the limits and procedures for acts of extraordinary administration by the pastors.
- Any act of extraordinary administration by a pastor or other parish administrator requires the permission of the diocesan bishop who must consult his DFC.
- If a pastor exceeds the limits or does not follow procedures affecting validity, he acts invalidly.
- Episcopal Conference shall determine ordinary and extraordinary acts of administration.
- SCB, Instruction, Prot. 35/84:

a. Ordinary acts administration:

- Done by virtue of the office
- Recurring on a daily basis
- Less than US\$20,000 or peso equivalent

b. Extra-ordinary:

- Done with special mandate from a superior
- Not recurring on a regular daily basis.

- US\$20,000 and above or peso equivalent.

- PFC is not to give its counsel or consent to such acts of administration,
- Unless it has first been precisely informed on the economic status of the parish
- By the pastor who is proposing such acts.

3. ORGANIZATION

- PFC has a life of three years.
- Members may be re-appointed to provide continuity, but not more than six (6) years without at least an interim of one year.
- Change of pastor has no effect on the life of the council or appointments to it.
- During an interim, PFC assists the administrator.
- If no administrator, it won't function until an administrator or pastor is appointed.
- The pastor is ex officio PFC President.
- Other officers shall be:
 1. Chairperson
 2. Treasurer
 3. Secretary
- They shall be elected annually by the PFC.
- PFC may establish committees, either standing or ad hoc, to assist in carrying out its activities.
- PFC shall have a minimum of a regular meeting each quarter.
- Agenda and study material should be communicated to the members 5 to 7 days prior to the regular meetings.
- Secretary is responsible for taking minutes at each council meeting, which should be kept as a permanent record.

CONCLUSION

- Both councils involve collaboration whereby the parish priest and the laity combine their efforts in order to achieve the same end though in different ways.
- They foster lay participation with the ordained ministers in the Church mission.
- They offer opportunity of rendering not merely assistance but mutual enrichment of the common Christian vocation.