

To: Churchwardens in the Archdeacons of Worcester and Dudley

Visitations and Admission Service 2022

Firstly, a huge thank you for all that you do. We are very grateful for the commitment, dedication and service that we see among people in parishes the length and breadth of the diocese, and look forward to meeting with you as part of this process to thank you in person, and to hear how things are going in your parishes. We are sending this letter by email to all Churchwardens, to ensure everyone is in the loop, but ask that you co-ordinate your responses so we receive just one set of completed paperwork.

The Visitation

Your Deanery Leadership Team will be in touch with you about the location of your visitation and booking slots. Dates are set out on the reverse of this letter. If you are unable to attend on this date your leadership team may be able to arrange for you to attend another visitation in your archdeaconry, or to meet with the archdeacon separately. We do not have details of all of the locations at present, but will send an update when we do.

All the forms you need for the visitations can be downloaded from [Diocese of Worcester | Archdeacons' Visitations and Articles of Enquiry \(cofe-worcester.org.uk\)](https://www.cofe-worcester.org.uk). Hopefully someone in your parish will be able to help with this if you don't have access, but if you have problems, please contact the archdeacons' PA who can arrange for hard copies to be sent out to you. Additional safeguarding information and forms can be found on <https://www.cofe-worcester.org.uk/safeguarding-resources> The safeguarding toolkit is no longer required as all information is now held within the Safeguarding dashboard.

- **Articles of Enquiry**

As last year, instead of asking you to complete Articles of Enquiry, we simply want to have a conversation with you to see how things have been, and hear about how you are seeking to work towards being more healthy and sustainable churches.

- **Church Office Holders' Form**

We are including with this letter the Church Office Holders' form. Please could you bring the completed form with you to hand in at the visitation or return it online to k.jones@cofe-worcester.org.uk

- **Accounts**

We need one copy of the PCC accounts, independently examined or if necessary audited, for diocesan records. It would be preferable for this document to be sent electronically, so that it can be forwarded to the diocesan finance team and to the deanery treasurers from our office. Please email to the archdeacons' offices at k.jones@cofe-worcester.org.uk

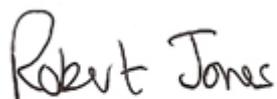
- **PCC's Annual Report**

We need one copy of the PCC's Annual Report to include a Statement on Safeguarding. A guidance sheet from the Safeguarding team is attached for your information.

The Admission Service and Archdeacon's Charge

This year we are holding the Admissions Service in Worcester Cathedral on Wednesday 13th July at 7:30 pm, and look forward to seeing you there too. **Please note that re-elected churchwardens also need to be re-admitted each year.**

With much appreciation and gratitude for all that you undertake as churchwardens, and our good wishes,



Robert Jones
Archdeacon of Worcester



Nikki Groarke
Archdeacon of Dudley

Visitation and Admission Service Dates 2022

Worcester Archdeaconry

Pershore & Evesham Deanery – Area Dean: The Rev'd Sarah Dangerfield
Tuesday 7th and Wednesday 8th June

Worcester Deanery – Area Dean: The Rev'd Diane Cooksey
Monday 13th and Tuesday 14th June

Kidderminster & Stourport Deanery – Area Dean: The Rev'd Tim Williams
Wednesday 15th and Thursday 16th June.

Malvern & Upton Deanery – Area Dean: The Rev'd Mark Badger
Monday 20th and Tuesday 21st June.

Dudley Archdeaconry

Redditch & Bromsgrove Deanery – Area Dean: The Rev'd Paul Lawlor
Monday 13th June.

Greater Dudley Deanery – Area Dean: The Rev'd Canon David Hoskin
Tuesday 21st, Wednesday 22nd and Thursday 23rd June.

Admission Service

Wednesday 13th July at 7:30 pm.
The venue this year will be Worcester Cathedral with the Bishop of Worcester.