

2021 Articles of Enquiry from the Archdeacons of Sudbury, Suffolk & Ipswich

Deanery	
Parish	

Please ensure you include a valid email address for each position and complete in CAPITAL LETTERS. We would be grateful if you could please return this form by 31 May 2021

ELECTED CHURCHWARDENS:

Please note: Churchwardens are required by law to make the Declaration on the separate sheet in the presence of the Archdeacon (or by special arrangement with the Archdeacon); they are legally incompetent to act until they have done so. Please complete and take the Declaration Form to the Archdeacon's Visitation Service for this purpose.

CHURCHWARDENS:

Title:		First Name:		Surname:	
Street:					
Town:			County:		
Post Code:		Telephone No.			
Email Address					
Title:		First Name:		Surname:	
Street:					
Town:			County:		
Post Code:		Telephone No.			
Email Address:					

PCC SECRETARY:

Title:		First Name:		Surname:	
Street:					
Town:			County:		
Post Code:		Telephone No:			
Email Address:					

PCC TREASURER:

Title:		First Name:		Surname:	
Street:					
Town:			County:		
Post Code:		Telephone No:			
Email Address:					

PARISH SAFEGUARDING OFFICER:

Title:		First Name:		Surname:	
Street:					
Town:				County:	
Post Code:			Telephone No:		
Email Address:					

DEANERY SYNOD REPS: (IF APPLICABLE)

Title:		First Name:		Surname:	
Street:					
Town:				County:	
Post Code:			Telephone No:		
Email Address:					
Title:		First Name:		Surname:	
Street:					
Town:				County:	
Post Code:			Telephone No:		
Email Address:					

LOCAL GIVING ADVISER (IF APPLICABLE):

Title:		First Name:		Surname:	
Street:					
Town:				County:	
Post Code:			Telephone No:		
Email Address:					

PARISH ADMINISTRATOR (IF APPLICABLE):

Title:		First Name:		Surname:	
Street:					
Town:				County:	
Post Code:			Telephone No:		
Email Address:					

RETIRING CHURCHWARDENS' CERTIFICATE (TO BE COMPLETED BY ALL CHURCHWARDENS – EVEN IF CONTINUING FOR A FURTHER YEAR)

The retiring Churchwardens are requested to sign the Certificate below. If for any reason you are not able to certify any of the points mentioned, please amend them as necessary, and attach an explanation on a separate piece of paper or in the 'OTHER INFORMATION' box below.

We certify that:-

We have checked the Church Inventory of and we confirm that the Church furnishings and Inventory are intact and in good repair.	Date Inventory Checked

We are satisfied that all the Communion Plate, as described in the Inventory, is intact and in good repair.

The Church Registers (other than those deposited at the County Record Office) are all in satisfactory condition, and all baptisms, confirmations, marriages, burials and church services have been duly

We keep a Church Log Book in which all work done on the building is recorded, and we have checked that this is up-to-date.

SIGNATURE OF THE CHURCHWARDENS WHOSE YEAR OF OFFICE IS NOW ENDING

(1)	
(2)	
(3)	

ADDITIONAL QUESTIONS : *Please note that as 2020 was not a typical year, please answer with data from 2019:*

1 What is your church building's primary heating fuel? (please tick)

Please tick the fuel most used on site

Mains Electricity	Mains Gas	Oil	LPG	Wood chips	Pellets	Own Solar

2a) If you use electricity, are you on a green tariff? Please circle: **Yes** **No**

2b) Please provide the following electricity figures for 2019 below:

Electricity purchased (kwh):	
Cost of electricity:	

3 Please provide the following gas figures for 2019 below:

Gas purchased (cu.ms)	
Cost of gas (£)	

4 Please provide the following oil figures for 2019 below:

Oil purchased (litres)	
Cost of oil (£)	

5 Have you replaced your light bulbs with LED bulbs? Please tick below:

Yes	No	Partly	Don't know

Optional explanatory comments:

OTHER INFORMATION:

Please use this Section as additional space to answer any of the questions, or if you have other information that you wish to draw to the attention of the Archdeacons.

If there is any matter relating to the character, conduct or details of the Services and Administration of the Sacraments or the spiritual oversight of the Parish, or any other matter that you consider your duty to bring to the notice of the appropriate Archdeacon, a separate representation needs to be made.

The Venerable Dr David Jenkins
Archdeacon of Sudbury
archdeacon.david@cofesuffolk.org

The Venerable Jeanette Gosney
Archdeacon of Suffolk
archdeacon.jeanette@cofesuffolk.org

The Venerable Rhiannon King
Archdeacon of Ipswich
archdeacon.rhiannon@cofesuffolk.org

Please note that we are requesting that the following information be returned:

- ✓ Articles of Enquiry Form (Parish Appointments and Additional Questions)
- ✓ Retiring Churchwarden's Certificate (to be completed by all churchwardens, even if continuing for another year)
- ✓ A copy of the PCC's Annual Report and Examined Accounts

To be returned either electronically to articles@cofesuffolk.org or by post to: *Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich, IP1 1UQ*

Only the completed and signed copy of the Churchwardens' Declaration must be handed in by each Churchwarden at the visitation. These must be linked to the spoken public declaration administered at the service.

Thank you