

ANNUAL PARISH INFORMATION - 2025				
<i>CRR Ref / PR</i>	<i>What</i>	<i>Deadline</i>	<i>Send to</i>	<i>Notes</i>
Parish Return	Statistics for Mission	31 Jan	Submitted online at Parish Return	Login queries: catherine.stephenson@coventry.anglican.org
	Names and contact details of elected Churchwardens	1 June	diocesan.secretary@coventry.anglican.org	
Parish Return	Return of Parish Finance	28 June	Submitted online at Parish Return	Login queries: catherine.stephenson@coventry.anglican.org
10	Number on electoral roll at date of APCM	1 July	diocesan.secretary@coventry.anglican.org	
M12 (9)	Names and addresses of laity elected to deanery synod at APCM	1 July	Completed via CMS place audit. For any deanery synod queries, contact: helen.groockock@coventry.anglican.org	Deanery synod members are elected every three years (next elections 2026). Details must also be provided to the deanery synod secretary.
M5 (8)	Copy of annual report and financial statements (once approved by PCC)	1 July	diocesan.secretary@coventry.anglican.org or Catherine Stephenson, Cathedral & Diocesan Offices, 1 Hill Top, Coventry CV1 5AB Please submit by email wherever possible	Annual report and financial statements to cover previous calendar year. This is additional to the Return of Parish Finance submitted via the online Parish Return system.
	Archdeacons Articles of Enquiry		For any queries please contact simon.taylor@coventry.anglican.org	
M20 (1) M20 (3)	Names and contact details of PCC Secretary and Treasurer	> first PCC mtg following APCM	Completed via CMS place audit. For any queries, contact: catherine.stephenson@coventry.anglican.org	Appointed at the first PCC meeting following the APCM.
Parish Return	Energy Footprint Tool	31 July	Submitted online at Parish Return	Login queries: catherine.stephenson@coventry.anglican.org

*Church Representation Rules / PR = Parish Returns