

ANNUAL PAROCHIAL CHURCH MEETING DATES 2021

This year the Archdeacon suggests that we hold the meeting to Elect Church wardens) in a church service (2 mins!) and APCMs on-line.

Action	Timescale (legal requirement)	Long Buckby	Watford	West Haddon	Winwick
Notice of Revision of Roll displayed in each church, and publicised on each of the two Sundays in that period. Electoral Roll Officers	At least 14 days before the commencement of the revision period (CRR 3(3))	4 th April Easter Day	14 th March (No Service)	4 th April Easter Day	14 th March (No Service)
Revision Period Electoral Roll Officers	Ends not less than 15 days and not more than 28 days before the date of the APCM. No provision about how long the revision should last (good practice-cover at least 2 Sundays) CRR 4(10)	18 th April – 9 th May	28 th March – 11 th April	18 th April -9 th May	28 th March – 4 th April
Annual accounts (audited) and Annual Report to PCC PCC Treasurers & Secretaries	The PCC next before the APCM. <i>(Treasurer should know by beginning of year the date by which accounts should be audited)</i>	20 th April	Weds 24 th March (PCC)	12 th May or (14 th April?)	TBC
Fabric report (incl. Inventory, Terrier and Log Book) Churchwardens	Fabric report: PCC next before APCM. Inventory/Terrier and log book 'as soon as practicable after the end of each year' CCEJM	20 th April	Weds 24 th March	12 th May or 14 th April?	TBC
Revised Electoral Roll published Electoral Roll Officers	At least 14 days before APCM (CRR 5(2))	16 th May	11 th April	16 th May	4 th April
Notices of APCM and Election of Church Wardens up in each church Minister (or Vice chair PCC)	Two Sundays prior to APCM date (CRR M2(2))	16 th May	11 th April	16 th May	14 th March (Church Wardens) 16 th May (APCM)
Audited accounts and Annual Report up in each church PCC Secretaries	7 days prior to APCM including one Sunday (CRR M5 (7))	16 th May	11 th April	16 th May	16 th May
Meeting of Parishioners (Election of Church Wardens) & APCM: between 1 January and 31 May (CRR M1(1))	Fix date and work backwards!	CW: Sunday 23rd May 11am APCM: Tues 25th May 7.30pm Zoom	CW: Sunday 25th April 4.30pm APCM: Mon 26th April 7.30pm Zoom	CW: Sunday 23rd May 9.30am APCM: Weds 26th May 7.30pm Zoom	CW: Sunday 4th April 6.30pm (Village meeting Weds 19 th May?) APCM 26th May 11am Church building?
Post notice of results of election on /near church door PCC Secretary		30 th May	2 nd May	30 th May	30 th May
Send Diocese annual report and financial statement PCC secretary	Within 28 days of APCM	27 th June	23 rd May	27 th June	27 th June
Send diocese names of Officers of PCC PCC Secretary		27 th June	23 rd May	27 th June	27 th June
Admission of Church Wardens. Churchwardens are going to be invited to sign up to one of SIX ZOOM services. Church Wardens	Monday 21 June at 10.30am and 7.30pm Tuesday 29 June at 12.00 noon and 7.30pm Monday 5 July at 11.00am and 2.30pm				

NB: CRR = Church Representation Rules 2020 – the law governing these processes. CCEJM= Care of Churches Ecclesiastical Jurisdiction Measure 1991