

 Diocese of Peterborough

# archdeacons' visitation news

## Dear Churchwardens

### Goodbye and hello!

This time last year, Gordon Steele was the Archdeacon of Oakham. Gordon retired following a farewell service in Peterborough Cathedral at the end of October 2021 and is now happily enjoying retirement in Birmingham with Maria. We are grateful to Gordon for his years as Archdeacon of Oakham and for his ministry in Northampton and Peterborough as a parish priest.

In February 2022, the cavalry arrived as Alison Booker was Collated and Installed as the new Archdeacon of Oakham. She and her family are now living in the centre of Peterborough. Alison will become a very familiar face, not only to the Oakham Archdeaconry but also across the Peterborough Diocese. She was previously Vicar of the Coplow Benefice, Area Dean of the Launde Deanery, and Honorary Canon of Leicester Cathedral. After university, Alison trained and served as a Church Army evangelist in Sheffield, before preparing for ordination at Westcott House, Cambridge. Her ordained ministry has all been in Leicester Diocese, which probably leaves her with a slight Leicester Tigers v Northampton Saints dilemma. Alison is co-author of *Together for a Season Vol. 3: Feasts and Festivals* and the co-editor of *Young People and Mission*.

Alison will take a while to get to know a new diocese whilst undertaking a new role. In addition to her responsibilities as Archdeacon of Oakham, she will have oversight of mission across the diocese.

Richard Ormston will continue to be Archdeacon of Northampton and Chair of the Diocesan Board of Education.

On Maundy Thursday, Cheryl Goddard, the PA to the Archdeacon of Northampton, will be retiring after many years with the diocese. Over the years, Cheryl has worked as DAC Assistant Secretary and PA to the Archdeacon of Northampton. She has also been a Myers-Briggs Type Indicator facilitator, co-leading workshops for Lay Ministers, Training Incumbents and Curates, and with the Gen2 students. We will miss Cheryl's in-depth, encyclopaedic knowledge of churches and Churchwardens and her prayerful presence at Bouverie Court and we wish her a very happy and well-deserved retirement.

Chel Cullen (PA to the Archdeacon of Oakham) will, from Easter, also be the PA to the Archdeacon of Northampton and will be based at Diocesan Office in Peterborough.

### Chel's contact details will be:

[pa.archdeacons@peterborough-diocese.org.uk](mailto:pa.archdeacons@peterborough-diocese.org.uk)  
The Diocesan Office, The Palace, Peterborough, PE1 1YB  
**01733 887019**

Please pray for Chel as she takes on this enlarged role in the diocese.

**So, it's goodbye and hello. Times change, but God remains faithful.**



**Alison Booker**  
Archdeacon of Oakham



**Richard Ormston**  
Archdeacon of Northampton



## The Articles of Enquiry

**The Articles of Enquiry are a set of questions which give you the opportunity to help us as Archdeacons to form a picture of how things really are in our parishes, and what support the diocese may be able to offer.**

For example, as a result of previous responses to the Articles of Enquiry, we have been able to help a number of churches to think about their own reaction to the Church of England's target of becoming net carbon zero by 2030. It's a tall order but every church has a part to play.

This year, we have been careful not to overload you with questions. Most of the questions are the same as they were in 2021 because the challenges of the past 12 months have been very similar to those of the previous year – that is, finding new ways of being church in the midst of lockdowns and tiered restrictions. It's been a tough time for everyone, and we are really grateful for the massive efforts you have been making to ensure that our churches are alive and well.

As you look at this year's questions, we encourage you to work with your fellow Churchwarden and maybe your clergy and key lay people in finding the information and providing the answers. Don't forget that the final question asks whether there is anything that you wish to tell the Archdeacons. This can be anything at all. It's not a 'tell us the bad news' question. It's simply an opportunity for you to pass on news of the challenges and opportunities; ask for help or information; seek clarification or voice a heartfelt opinion.



In short, the Articles of Enquiry are a small part of the communication between the parishes and the wider diocese. Thanks for taking the time to respond.

**Please return your responses to Chel Cullen at [pa.archdeacons@peterborough-diocese.org.uk](mailto:pa.archdeacons@peterborough-diocese.org.uk)**

## Help Jon to help you



**Jon Breckon is our Historic Churches Support Officer.** If you've met Jon you'll know that he is friendly, helpful, knowledgeable and on your side. He also has a beard that would put a prop forward to shame. What you may not know is that Jon is jointly employed by Historic England and the Diocese of Peterborough. As a Support Officer,

Jon's role is to help you understand, manage and maintain your historic place of worship. He is there to help you build the skills necessary to manage and make best use of your building and understand the importance of regular maintenance. Jon is really aware of the challenges we face and brings to his work a sense of feet-on-the-ground realism.

By making links with external organisations, Jon will help you to identify available grants for essential maintenance and repairs. Every year, Jon is instrumental in bringing far more into the diocese in grants than the diocese pays for his services. Please help Jon by letting him know if your church is awarded a grant. Simply drop him an email and tell him the name of the church, the nature of the project, the size of the grant and the name of the grant-giving body. This helps Jon to more accurately gauge the response rate of the various grant-giving bodies. Help Jon to help you.

Across the country, Support Officers are employed by dioceses, faith groups, local authorities, voluntary bodies or charitable trusts but each post is tailored to meet local needs, working with a number of buildings. Historic England provides 50% of the costs of the post for three years. So far, 34 posts have been created and helped:

- **1,574 congregations with ongoing support and advice**
- **6,542 individuals to learn confidence-building skills through study days**
- **to gain over £13m in grants to deal with urgent repairs.**

**We feel blessed to have Jon in the Diocese of Peterborough. Stay in touch and help him to help you.**

[jon.breckon@peterborough-diocese.org.uk](mailto:jon.breckon@peterborough-diocese.org.uk)





## Congratulations to our national winner!

Last year, we launched our 'Good News' competition – and now we're proud to announce the national winner.

We asked for stories about your church community – written in the style of a newspaper article, and accompanied by a photograph and a suitable headline. We were looking for uplifting tales – of battling to achieve something special for the parish, perhaps, or tireless volunteering, or dedication to your congregation or wider locality. And we were inundated with amazing entries.

Our judges worked hard to select five regional winners from the huge list, and we announced this at the end of last year, giving each regional winner £1,500 towards church funds as part of Ecclesiastical's aim to donate profits to transform lives and communities.

Now – with the help of the public, through a show of support for their online story – the overall winner, who will receive a further £6,000, has been chosen.

### A big congratulations to the national winner

**Penlee Cluster Churches**, down in the far west of Cornwall – St John's and St Mary's in Penzance, St Peter's in Newlyn, and St Pol de Leon in the village of Paul.

Determined to bring their community together during those difficult months, they launched a fantastic 'Never Alone' initiative. This multi-faceted campaign saw church members team up with local businesses to take pub meals, Cornish pasties, and fish and chip suppers to elderly and vulnerable people. Read their story and those of the other regional winners at:

[www.ecclesiastical.com/churchcomp](http://www.ecclesiastical.com/churchcomp)



## Meet your Church Insurance Consultants

**Our Church Insurance Consultants are a friendly and approachable team of highly knowledgeable insurance experts who are right on your doorstep and ready to offer guidance and help with any insurance or risk-related issues you might have.**

From a simple explanation of the basics of your policy, to guidance on how to combat thieves and vandals, guard against fire, and improve general health and safety, they are there for you, free of charge.



**The team** – (from top left) Chris, Rebecca, Heather, Lynne, Peter, Nicky, Kay and Derek – are all deeply passionate about customer service, and our country's amazing churches.

Amongst them are theologians, choristers, regular churchgoers, and people who have worked with Christian charities here and abroad, so they really understand your specific needs. And because they're based at regional locations all over the UK, they're also able to tailor their advice to your local requirements.

They have decades of combined industry experience – and standing behind them is Ecclesiastical's 135 years of unrivalled expertise and insight in dealing with everything life might throw at you.



Where possible, the Church Insurance Consultants love to meet customers and talk face-to-face, and are happy to host networking events where you can get to know people from other parishes and share experiences, ideas – and smiles.

If you are unable to meet them in person, they're still there, offering exactly the same services online or over the telephone.

To find out more about the team, and how they could help you and your church, please visit: [www.ecclesiastical.com/cic](http://www.ecclesiastical.com/cic) or email [meetus@ecclesiastical.com](mailto:meetus@ecclesiastical.com) (please include your contact details, the name of your church and parish, and policy number if possible), or call them on **0345 777 3322**.

Contains promotional material

## Café raises funds – and spirits

When lockdowns led to a dramatic fall in revenue, one church came up with a way to raise funds and create a much needed local community space.



Christ Church in Lofthouse (near Leeds) was struggling for funding, and the village itself had been cut in half by the arrival of the M26 motorway many years ago, leaving its people without a proper place to meet. So the Reverend Mandy Rhodes and others put their heads together and decided to open the TLC Café in the basement of their church.

“Villagers still talk fondly about the old cricket club which was lost when the motorway came through,” said Mandy. “That was where people would meet up for parties and get-togethers. But since it went there hasn’t been anywhere suitable. Like most churches, we were hit really hard by the lockdowns – and we still are, with quite a few of our elderly parishioners now in the habit of joining services online. So we wondered if there was a way we could address both problems, and the café was born.”

They teamed up with CLO Coffee – a Leeds-based Christian coffee shop and roastery – to source a machine and barista training, and redecorated the basement hall, which is the former crypt. In November 2021, they opened the café – and it has gone from strength to strength.

“There’s a lovely, relaxed atmosphere,” said Mandy. “We’re seeing a real group of regulars building – people just like having somewhere to meet up again. After paying off our original outlay we’re now turning a profit, which means we can be more confident about paying our Parish Share. “We have local artists displaying their work here – our current exhibition is of art produced by a local head injury charity – and we take a small 5% cut of any sales, which helps. We have a charity shop and our food bank too. We’re running mother-and-baby drop-ins, and I’m looking at starting baby massage sessions. I’d say the future is bright!”

Especially in rural communities, church buildings are much more than just bricks and mortar. They offer vital spaces for quiet time, reflection and connection, as the TLC Café demonstrates.

From listening to customer feedback, we know that it’s not always easy to pay for the upkeep and care of rural churches, or for the ministry that happens in them.

We asked for your feedback on our printed toolkit – Fundraising in a Box – that was sent to all church customers in January 2021. You told us you liked the toolkit style, but guidance especially for rural parishes would be a helpful addition to our support. That’s why we’ve created a fundraising toolkit for rural churches, full of useful links and expert advice. **You can find it on our Church Fundraising Hub at [www.ecclesiastical.com/rural-parishes](http://www.ecclesiastical.com/rural-parishes)**

### More fundraising support

There are plenty of useful resources and handy templates for all types of churches on our Church Fundraising Hub at [www.ecclesiastical.com/churchfundraising](http://www.ecclesiastical.com/churchfundraising)

## Our Movement for Good Awards open for entry



Charitable giving is at the heart of what we do – and has been for over 135 years. For the past three years, Ecclesiastical Insurance has run the Movement for Good Awards programme, giving away £3 million to great causes.

### Did you know?

In 2021, we were delighted to award £25,000 to church-related charities. Please take a look at our winners’ map to see which charities and churches we have helped in your local area:

[winnersmap.benefactgroup.com](http://winnersmap.benefactgroup.com)

The Awards are back and this year we have over £1 million to donate, but we cannot do it without you. This year, you’ll find information on the awards on our parent company’s website.

**Visit:** [www.benefactgroup.com/movement-for-good](http://www.benefactgroup.com/movement-for-good) to find out more.





## Have you heard the e-news?

E-news is a monthly email full of tips and information and monthly risk reminders for all of our customers and anyone in your church community. To receive it is easy – **all you need to do is register on our website at: [www.ecclesiastical.com/signup](http://www.ecclesiastical.com/signup)** and if at any time you decide you no longer want to receive it, you can click the 'unsubscribe' button at the bottom of the email. Feel free to pass on the sign-up link to anyone you think might like it.

## 'Made Simple' guides



**We know that understanding the insurance responsibilities for your church can be complicated, that's why we've created our 'Made Simple' guides.**

These guides take you through potential risks and insurance implications of the day-to-day running of churches, as well as activities and projects that PCCs are often involved in.

They cover topics such as administration, events, community outreach, people on church premises, church property, building works and legal expenses. **You can find them all on our website at: [www.ecclesiastical.com/church](http://www.ecclesiastical.com/church)**

## Information at your fingertips

The Ecclesiastical website is largely an online library of guidance and support for you and your church community. You'll find information about church and home insurance, risk management, fundraising and grants and lots more. 'Church Matters' newsletter is also on the website, making it really easy to share with others.

**Visit: [www.ecclesiastical.com/church](http://www.ecclesiastical.com/church)**

# Ministry Bursary Awards

## Financial support for 2023 sabbaticals

The experience of a sabbatical can be life-changing and have a long-lasting impact on your church and community. Ecclesiastical's Ministry Bursary Awards (MBAs) provide financial support to members of the clergy planning to take extended study leave. Applications are open now until the end of September.

Established in 1987 to celebrate Ecclesiastical's centenary year, the Awards have supported almost 1,400 clergy members from Anglican Christian faiths. The sabbatical breaks and projects have varied greatly over the years – from traditional and modern-day pilgrimages to study visits, spiritual retreats and pursuits of lifelong dreams and hobbies.

Like Rev'd James Radcliffe from Lincoln, who worked in sports-based ministry in South Africa, or Rev'd Rachel Dale, who studied dementia and also worked with vulnerable children. One of our most recent MBA recipients, Rev'd Canon Imogen Nay, spent her sabbatical in 2021 looking at rewilding and green churches.

Ecclesiastical's Ministry Bursary Awards are open for applications until 30 September 2022. Judging of the applications will take place in November and awards will be made during December 2022.

If you would like to read more about James, Rachel or Imogen's experiences and find out more about the Awards including eligibility criteria and application details, **please visit our website: [www.ecclesiastical.com/mba](http://www.ecclesiastical.com/mba)**



## Financial services

Ecclesiastical Financial Advisory Services (EFAS) provides expert, independent financial advice including on pensions, investments, life assurance and mortgages for the clergy, church people and PCCs.

☎ **0800 107 0190**  
✉ **getadvice@ecclesiastical.com**  
🌐 **www.ecclesiastical.com/financial-advice**

**WINNERS** of the **NatWest Mortgage Awards 2022, South West and Wales** for putting the customer and local community at the heart of everything we do.



## Car insurance

Our Clergy Motor Insurance is tailored specifically for the clergy and includes benefits such as business use, no admin charges and up to £500 cover for church goods in the car.<sup>1</sup>

☎ **0345 450 9396**  
🌐 **www.ecclesiastical.com/church/car-insurance**

<sup>1</sup> Subject to terms and conditions.



# Award-winning home insurance that supports your church



As part of a financial services group that exists to give its profits to good causes, one of the ways in which we do this is through our Trust130 Home

Insurance offer. For every new direct home insurance policy taken out, Ecclesiastical offer to donate £130 to an Anglican church or cathedral of the policyholder's choice.<sup>1</sup>

Originally launched in 2017 to celebrate our 130th anniversary, we have since donated more than £460,000, helping to support over 2,500 churches. A donation of £130 may not sound much, but churches and congregations have used the donations in many creative ways to fund all sorts of things:

**St Mary and Bartholomew Solihull** are using their grant to introduce contactless donations to support the church and raise valuable funds for charitable causes.

*"This is important for both the church to enable us to continue to raise funds, for the parishioners to enable them to continue to donate in church without having to touch cash/the collection plate and finally to the local (and national) charities we support each year through our charitable giving which is only possible from the kind donations our parishioners make." **Duncan Watson**, Treasurer*

**St Albans West Leigh**, which is located in a growing community, with a new housing development opposite the church and a further development close by in the planning stages, are using the money to welcome the new residents.

*"We have decided to use the money to assist in funding welcome packs – which will be a booklet about our church and the locale along with some nice biscuits. The booklet and biscuits enable us to make personal contact with people as they move into our community, and to offer them a warm welcome." **The Rev'd Canon Karina Green**, Priest in Charge St Alban's West Leigh*

## Most trusted home insurance provider with the happiest customers

As well as supporting your church, when you take out a home insurance policy with Ecclesiastical you are joining the most trusted home insurance provider with the happiest customers. April 2022 saw Ecclesiastical top the Fairer Finance league table for home insurance for a record 15th consecutive time, retaining our gold ribbon status.<sup>2</sup>

**And don't forget, we offer a discount to members of the clergy.**

**For more information about Trust130 and Home Insurance, visit: [www.ecclesiastical.com/trust130](http://www.ecclesiastical.com/trust130)**

<sup>1</sup> Terms may apply. <sup>2</sup> [www.fairerfinance.com/ratings/customer-experience-ratings/home-insurance](http://www.fairerfinance.com/ratings/customer-experience-ratings/home-insurance)

## The Faculty Jurisdiction



**For those of you who have heard of Faculty Jurisdiction but are not really sure what it is, this article may help.**

All consecrated buildings and burial grounds are subject to the jurisdiction of the Diocesan Bishop. The Bishop does not exercise this jurisdiction personally, but

through the Chancellor of the Diocese, who is one of the two legal officers of the diocese, the other being the Diocesan Registrar.

Most of the Anglican church buildings in England are listed buildings, that is to say, the local authorities concerned have listed them as being of architectural or historic interest. The consequence of the listing is that where a secular building is listed, it is necessary to obtain Listed Building Consent from the local planning authority before any alterations can be made. However, Anglican churches in use are exempt from the requirement for Listed Building Consent, because of the control which the Church of England exercises through the Faculty Jurisdiction. This is known as the 'ecclesiastical exemption', but it does not exempt a Parochial Church Council from the need to apply also for Planning Permission and/or Building Regulations Approval in a case where Planning Permission and/or Building Regulations Approval would normally be required, for example, in relation to the proposed extension of a church building.

Apart from matters within List A of Schedule 1 of the Faculty Jurisdiction Rules 2015 (see the Diocesan Registry website),



alterations may be made to a consecrated building or burial ground without the authority of the relevant Archdeacon for matters within List B. Matters not falling within List A or List B will require a permission called a Faculty before work can commence. Still not too clear? **If in doubt, contact your Archdeacon or Sally at the DAC office. She will be pleased to advise you: [Sally.vanderSterren@peterborough-diocese.org.uk](mailto:Sally.vanderSterren@peterborough-diocese.org.uk)**

**Or visit the new DAC section of the website:**

**<https://www.peterborough-diocese.org.uk/aboutus/diocesan-staff-teams/teams-supporting-parish-ministry-noshow/dac-and-historic-churches.php>**

## The New Website

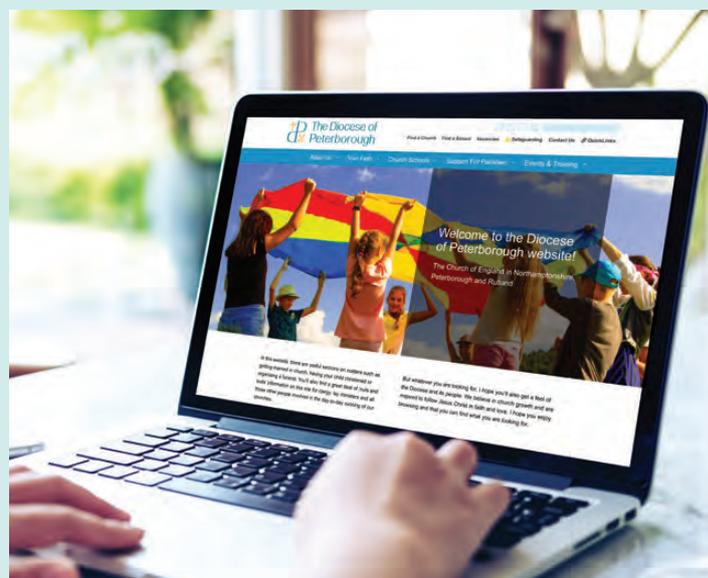
It's probably fair to say that, those of you who have attempted to navigate the Diocesan website over the past few years may not have found what you were looking for. Instead, you may have felt that the Quest for the Holy Grail was more likely to yield a more fruitful result. It wasn't all bad, but finding anything on there was a real challenge. Well, if you have ever considered lobbing your laptop through the window in frustration, help has arrived. The new Diocesan website was unveiled in January. There will always be tweaks needed with a new website, but it has a clarity and simplicity which is so much easier to follow.

Go to the **'Quick Links'** at the bottom of the home page and click on **'I am a Churchwarden'**. It will take you through to a page which includes information on: **Admissions Services, Duties of Churchwardens, Training, Visitations and Articles of Enquiry.** The page also gives you information about **The Churchwarden's Yearbook 2022** and other publications for Churchwardens. It's all under one roof.

**However, don't just take a look at niche matters for Churchwardens. Explore the rest of the website. Just type in [www.peterborough-diocese.org.uk](http://www.peterborough-diocese.org.uk) and you'll soon be there.**

In this website, there are useful sections on matters such as getting married in church, having your child christened or

organising a funeral. You'll also find a great deal of 'nuts and bolts' information on this site for clergy, lay ministers and all those other people involved in the day-to-day running of our churches. But whatever you are looking for, you'll also get a feel for the diocese and its people. We believe in church growth and are inspired to follow Jesus Christ in faith and love. Sit down with a cup of tea and an unwise piece of cake and browse. Enjoy!



# What is a Churchwarden?



**Maybe you have been a Churchwarden for 500 years or maybe this is your first year. Either way, here is a reminder of the nuts and bolts of your role.**

Following the election at the annual meeting of parishioners, Churchwardens must be legally admitted to office by the Archdeacon

before the end of August. Churchwardens hold office for one year at a time up to a maximum normally of six years.

## Churchwardens:

- form a link between the Bishop, Archdeacon and the parish
- are ex officio members of the PCC
- represent the laity and co-operate with the Incumbent to encourage the parishioners in their faith and promote unity and peace among them
- are responsible for maintaining order and decency in the church and churchyard especially during worship
- are the legal owners of the church's property – the plate, ornaments and other moveable goods – and are responsible for keeping an inventory of it to ensure that all the property is stored safely when not in use
- hold a set of keys for the church
- carry out a range of duties which may be specific to the customs of the local church.

## What does this mean in practice?

The role will differ from parish to parish but these are some of the typical tasks of a churchwarden:

### Prayer and worship:

- care and prayer for the clergy
- responsibility for ensuring services run smoothly
- lead services of the word, or arrange cover, when requested
- ensure that bread and wine is provided for services of Holy Communion.

### Administration and governance:

- become a member of the PCC and standing committee
- be an acting Treasurer if the PCC fails to appoint one

- ensure all registers are properly completed
- act as Trustee of any parochial charities
- complete the Articles of Enquiry
- report to the Bishop any matter of importance
- collaborate with the Rural Dean during a vacancy
- undertake DBS checks as necessary and attend safeguarding training.

### Buildings and maintenance:

- make a report about the church building to the APCM
- consider the needs of children and vulnerable adults when undertaking health and safety inspections or risk assessments
- ensure the PCC commissions a Quinquennial Inspection and electrical inspection every five years
- ensure fire extinguishers are inspected annually
- ensure all portable electrical appliances are tested every year
- have the lightning conductor tested every 3 years
- make sure the church obtains a faculty or Archdeacon's (List B) permission whenever necessary
- check stability of headstones annually, in accordance with the Diocesan Chancellor's instructions
- keep the Inventory and Log Book up to date.

### Sources of support

The key to a successful period of office as Churchwarden is regular meetings and communication with the Incumbent and other members of the leadership team to discuss and plan together for the life of the parish. The Archdeacon's office is the 'first port of call' outside of the parish for a Churchwarden who needs support or advice of any kind.



## For more information

**Call:** 0345 777 3322 **Email:** churches@ecclesiastical.com

**Facebook:** Ecclesiastical **Twitter:** @churchmatters



Whilst Ecclesiastical has used reasonable endeavours to ensure that the information in this newsletter is correct at the time of publication, please note: (a) the information is not intended to constitute a definitive or complete statement of the law on any subject, (b) the information may over the course of time become incorrect or out of date; and (c) neither Ecclesiastical Insurance Office plc, nor its subsidiaries or parent company can accept any responsibility or liability for action taken or losses suffered as a result of reliance placed on the information provided in this newsletter.

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