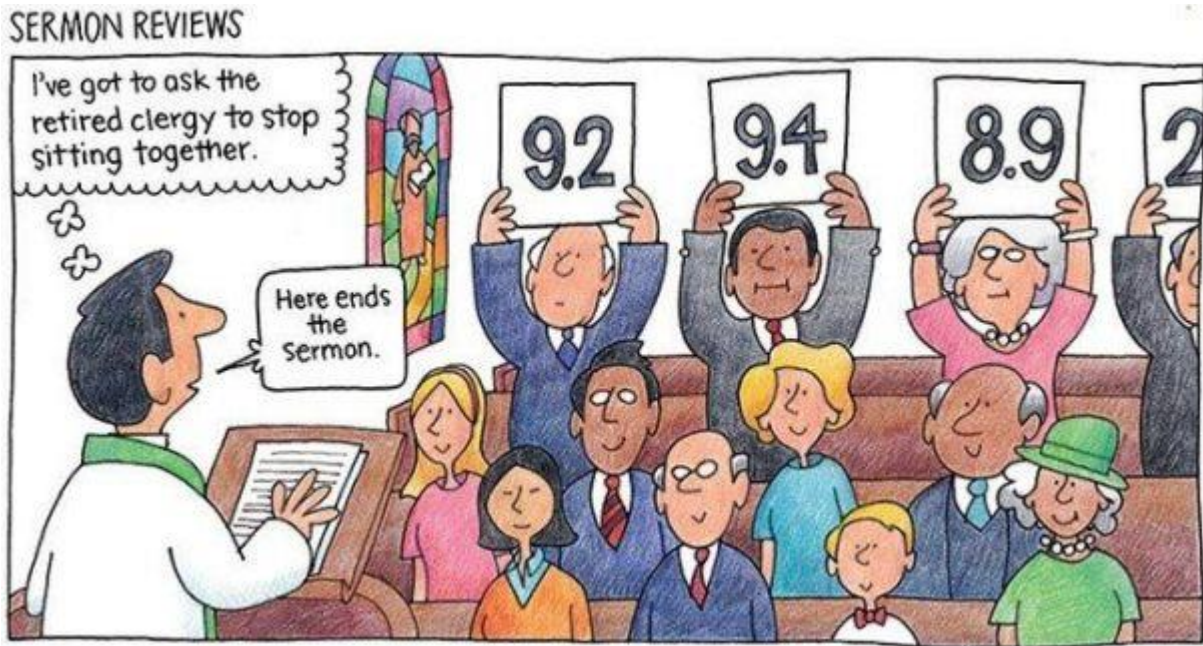




The Diocese of Leeds



KEEPING IN TOUCH

Information Pack for Retired Clergy

January 2024



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INTRODUCTION FROM THE BISHOP OF LEEDS



Dear Sisters and brothers,

The bishops of the Diocese of Leeds value and affirm the ministry of retired clergy.

Many of you hold my Permission to Officiate in the diocese and, as such, are able to accept invitations to preach and lead worship in our parishes and communities. There are others who no longer lead public worship, yet still live out their vocation in many prayerful and quietly supportive ways. Each of you is indeed a gift to the church in our diocese and I am deeply grateful.

When clergy retire sometimes there is an understandable period of initial struggle with the prospect of no longer holding office or title, but my hope is that, with help and encouragement, this can be followed by liberation and a new delight in life given as a gift. It is important to remember that PTO is permissive – you are not obliged to exercise ministry; retirement needs no apology or justification.

Each of the Episcopal Areas of the diocese have Clergy Retirement Officers who are there to offer and advice as needed.

This Information Pack contains lots of information which you may find helpful, but please do contact your Area Officer if they can help you further, introduce you to others and welcome you at meetings of retired clergy.

At an Ordination service and each year at the Diocesan Chrism Eucharist it is my privilege to ask all priests and deacons present this question: "Will you continue as faithful stewards of the mysteries of God, preaching the gospel of Christ and ministering his holy sacraments?" They are invited to respond: "With the help of God, I will". Our orders are for life, but the way we exercise those orders and fulfil our promises changes throughout our lives. One of the biggest changes is the transition which comes in retirement. Each of us will need to reflect continually on how we will continue as faithful stewards of the mysteries of God.

In the Diocese of Leeds, with all our failings, we seek to be a more Christ-like Church for the sake of God's world: loving, living and learning. I pray that these qualities may continue to deepen and grow in your own life and ministry, however it is exercised.

With prayers and gratitude,

A handwritten signature in black ink, consisting of a cross symbol followed by stylized initials.

Bishop of Leeds

THE DIOCESE OF LEEDS

The Diocese of Leeds covers a region whose economy is greater than that of Wales. It comprises five Episcopal Areas, each forming an archdeaconry. Since its formation in 2014, the Diocese has developed a vision for *Confident Christians, Growing Churches, Transforming Communities*, with activities characterised by *Loving, Living, Learning*. It is now one of the largest dioceses in England and its creation is unprecedented in the history of the Church of England. It covers an area of around 2,425 square miles, housing a population of around 2,642,400.

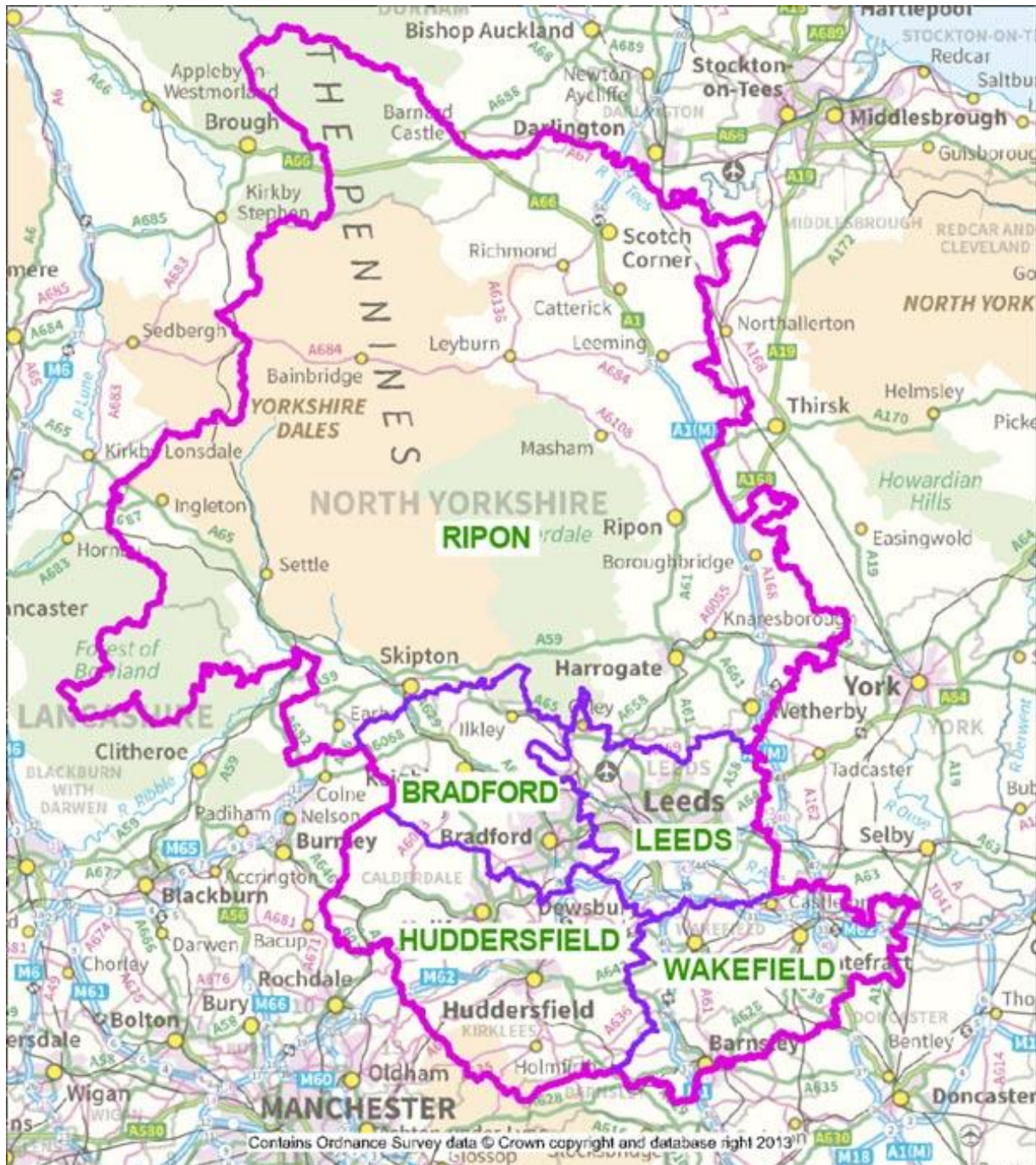
The three former dioceses were created in the nineteenth and early twentieth centuries to cater for massive population changes brought about by industrialisation and, later, mass immigration. The diocese comprises major cities (Bradford, Leeds, Wakefield, Ripon), large industrial and post-industrial towns (Halifax, Huddersfield, Dewsbury), market towns (Harrogate, Skipton, Richmond and Wetherby), and deeply rural areas (the Dales). The whole of life is here, along with all the richness, diversity and complexities of a changing world. The diocese is dissected by major motorways (M1, A1M, M62) and major trunk roads (such as the A650, A59), making road and rail communications good. Access to airports is also good, with Leeds-Bradford in easy reach and Manchester only an hour away.

The Diocesan Bishop is assisted by five Area Bishops (Bradford, Huddersfield, Kirkstall, Ripon and Wakefield) and five archdeacons (Bradford, Halifax, Leeds, Pontefract, Richmond & Craven). 290 stipendiary clergy, self-supporting clergy and clergy with PTO minister along with Readers, lay pastoral ministers and chaplains serving over 600 churches with more than 237 church schools.

The diocese is unique in having three cathedrals: Bradford, Ripon and Wakefield. There are Minsters in Dewsbury, Halifax and Leeds. The diocese, led by the bishops, is working out how best to be a diocese with more than one cathedral, and to develop the ministry and outreach of these cathedrals in a way that secures their future and recognises their distinctiveness. Partnership with the three deans is strong.

The diocese has strong inherited partnership links with Sudan, Sri Lanka, Tanzania (Mara, Tarime, Rorya), USA (Southwestern Virginia), Sweden (Skara), Germany (Kirchenkreis Erfurt) and Pakistan (Faisalabad) and a more recent link with Hannoversche Landeskirche in Germany.

MAP OF THE DIOCESE



CONTACT DETAILS

DIOCESAN BISHOP

The Rt Revd Nicholas Baines
Bishop of Leeds
bishop.nick@leeds.anglican.org
0113 284 4300 (Office) / 07974 194735
Hollin House, Weetwood Avenue, Leeds, LS16 5NG

Mrs Lyndsay Horsman, PA to the Bishop of Leeds
lyndsay.horsman@leeds.anglican.org
0113 284 4309

AREA BISHOPS

Area Bishop of Bradford, The Rt Revd Dr Toby Howarth
bishop.toby@leeds.anglican.org
0113 353 0290 (Office) / 07811 467999
47 Kirkgate, Shipley, BD18 3EH

Area Bishop of Huddersfield – The Rt Revd Smitha Prasadham
01484 471801 (Office) / 01484 900656 (Home)
bishop.smitha@leeds.anglican.org
Stone Royd, 9 Valley Head, Huddersfield, HD2 2DH

Area Bishop of Kirkstall, The Rt Revd Arun Arora
bishop.arun@leeds.anglican.org
0113 3530 254 (Office)
17-19 York Place, Leeds, LS1 2EX

Area Bishop of Ripon- The Rt Revd Anna Eltringham
01765 601094
bishop.anna@leeds.anglican.org
Redwood, New Road, Sharow, Ripon, HG4 5BS

Area Bishop of Wakefield, The Rt Revd Tony Robinson
bishop.tony@leeds.anglican.org
01924 250781 (Home) / 07834 206317
Pontefract House, 181A Manygates Lane, Wakefield, WF2 7DR

ARCHDEACONS

The Ven Dr Andy Jolley, Archdeacon of Bradford
andy.jolley@leeds.anglican.org
01274 405720 (Office) / 07973 458403 (Mobile)
1 Selborne Grove, Bradford, BD9 4NL

The Ven Bill Braviner, Archdeacon of Halifax
archdeacon.halifax@leeds.anglican.org
01484 471803 (Office) / 01484 714553 (Home)
2 Vicarage Gardens, Rastrick, Brighouse, HD6 3HD

The Ven Paul Ayers, Archdeacon of Leeds
paul.ayers@leeds.anglican.org
0113 353 0255 (Office) / 0113 2690594 (Home)
Church House, 17-19 York Place, Leeds, LS1 2EX

From 5th May 2024: The Ven Cat Thatcher, Archdeacon of Pontefract
archdeacon.pontefract@leeds.anglican.org

The Ven Jonathan Gough, Archdeacon of Richmond & Craven
Jonathan.gough@leeds.anglican.org
01677 427286
The Rectory, Thornton Watlass, Ripon HG4 4AH

DEANS

The Very Rev'd Andy Bowerman, Dean of Bradford
andy.bowerman@bradfordcathedral.org
01274 777727
The Deanery, Cathedral Close, Bradford, BD1 4EG

The Very Revd John Dobson, Dean of Ripon
deanjohn@riponcathedral.org.uk
dean@wakefield-cathedral.org.uk
01765 603462
Minster House, Bedern Bank, Ripon, HG4 1PE

The Very Revd Simon Cowling, Dean of Wakefield
01924 373923
The Deanery, I Cathedral Close, Margaret Street, Wakefield WF1 2DP

DIOCESAN SECRETARY

Mr Jonathan Wood, Diocesan Secretary

jonathan.wood@leeds.anglican.org

0113 3530 272 (Office) / 07713 623544 (Mobile)

Church House, 17-19 York Place, Leeds, LS1 2EX

RETIRED CLERGY OFFICERS (RCOs)

The Diocese of Leeds has a Bishop's Officer for Retired Clergy & Widow(er)s in each of the Episcopal Areas (EA). The Officers meet as a steering group chaired by the Bishop of Wakefield.

The RCO in each EA is responsible to the Area Bishop. The incumbent of the parish in which retired clergy, widows or widowers live has primary responsibility for pastoral care. RCO's encourage incumbents to notify them of any relevant matters.

The RCOs also have a care for clergy widows and widowers in the EA (except where there is a separate officer). They would be grateful to receive early information of sickness, bereavement, financial or other needs, as well as matters for celebration.

RCOs may arrange for meetings of retired clergy and/or widow(er)s, liaising as appropriate with the Bishop of the EA. Contact your RCO for details.

Area Bishops usually hold summer garden parties for retired clergy and widow(er)s to which you will receive an invitation. There is also a Maundy Thursday service at one of the Cathedrals in the diocese at which you will be most welcome.

The contact details for the RCOs are:

Bradford

The Revd Peter Willox 01943 607363 peter.willox@leeds.anglican.org

Huddersfield

The Revd Elizabeth Snowden 07954690788 elizabeth.snowden@leeds.anglican.org

Leeds

(East Leeds Deanery) The Revd Graham Green 07484706426
graham.green@leeds.anglican.org

(North West Deanery) The Revd Kingsley Dowling 07810212127
kingsley.dowling@leeds.anglican.org

Ripon

Southwest Area/Skipton: The Revd Canon David Bruno 01524 261616
davidmaggiebruno@gmail.com

Wakefield

The Revd Stuart Millington 01924 375996 or 07919 311166
stumillington@btinternet.com

MINISTRY IN RETIREMENT

Clergy wishing to exercise ministry in the Diocese of Leeds must have a valid PTO issued by the Bishop of Leeds, the Rt. Rev'd Nick Baines.

Please apply directly to Bishop Nick, bishop.nick@leeds.anglican.org copying in his PA Lyndsay Horsman: lyndsay.horsman@leeds.anglican.org

The latest House of Bishops Policy on Permission to Officiate can be found at: <https://www.churchofengland.org/sites/default/files/2018-07/House%20of%20Bishops%20Policy%20on%20PTO%20July%202018.pdf>

To be given PTO clergy must have an up to date enhanced DBS for the Diocese of Leeds and must have undertaken safeguarding training led by one of the Leeds Diocesan Safeguarding Officers. This diocesan training must be updated every three years.

More information about Safeguarding and relevant training can be found at: <https://www.leeds.anglican.org/safe>

DSAs remain available between 09.00 and 17.00, Monday to Friday. Advice on what action to take outside these hours can be found in the important information section above.

Please note: Adelaide Foster, DBS and Safeguarding Administrator, remains responsible for DBS checks and the organisation of training courses. If you have a safeguarding enquiry that does not require the assistance of a Safeguarding Adviser (e.g. DBS. or training) please contact Adelaide directly at adelaide.foster@leeds.anglican.org or 0113 353 0204.

Team email: safeguarding@leeds.anglican.org

Office number: 0113 353 0257

FEES AND FINANCIAL MATTERS

Fees for Casual Duty

Casual duty fees for Sunday or weekday services are due to retired stipendiary clergy with permission to officiate in the diocese. However, it is expected that they would not receive a fee when assisting in the benefice where they regularly worship. This is the norm during a vacancy. Special arrangements may apply if a parish vacancy extends for more than one year.

The fee payable for each service is £37.00, no more than £74.00 can be paid in any one day if several services are taken, regardless of venue. In addition a travel allowance of 45p per mile is recommended.

The church wardens will complete a Casual Duty Claim Form (Vacancy). You should notify the Diocesan Finance Team of your bank details and email address for payment to be made.

Separate arrangements are in place for funeral and wedding fees. Please seek advice from the Area Dean for the current position.

If you take a service to cover for sickness, sabbatical or holiday Casual Duty Fees are paid by the parish.

Pensions

Pensions for retired stipendiary clergy are administered by the Church of England Pensions Board. Arrangements for their payment will have been made well before moving into retirement.

Should further information be required, contact can be made with the Board at:-

29 Great Smith Street, London, SW1P 3PS.

Helpline: 020 7898 1802.

Email: pensions@churchofengland.org

A Welfare Benefits Adviser is available to offer advice in cases of financial difficulty. You may be eligible for additional benefits and can be assisted in making a claim. 020 7898 1831.

SOURCES OF FINANCIAL ASSISTANCE

A number of local and national Charities are specially dedicated to the support of clergy and clergy widow(er)s. The financial circumstances of retired clergy vary enormously, while some have no money issues, for others, it may be a struggle to “make ends meet”.

The Charities are only too ready to assist in any situation of financial hardship.

One Charity recently wrote to encourage applications. Another offered the following examples of the help given:-

The cost of a new pair of spectacles.

The cost of a family holiday.

The repair of a broken boiler.

Respite for a caring spouse.

Priorities for support include unforeseen emergencies as well as medical, mobility or fuel needs.

Please get in touch with your Clergy Retirement Officer to discuss, in confidence, any particular needs you may have.

LOOKING AHEAD

Supported Housing Provision

We all have a personal interest in continuing to live as independently as we choose. It is reassuring to know that the Church of England, through its Pension Board, provides a number of widely spread supported Housing Schemes. Their emphasis is on supported independent living within a Christian Community. The accommodation is self-contained, with the added facilities of a chapel, library, common rooms, dining room and gardens.

At Dulverton Hall, Yorkshire's scheme, each flat has a bedroom, lounge, kitchen and bathroom with bath and shower. There is central heating and double glazing, assistance with cleaning and laundry is available. A warden call service for emergencies is provided. The scheme is situated in a prominent position on Scarborough's South Cliff with spectacular views over the bay.

If you are thinking of applying, a visit to the scheme of your choice is strongly recommended. There is an active waiting list if you are committed to moving as soon as an offer of accommodation is made. Alternatively, the reserve list allows your interest to be registered for some time in the future.

The application form is user friendly and asks only for basic personal details.

Advice is available from the Supported Housing Officer at the Pension Board:

29 Great Smith Street, London, SW1P 3PS, 020 7898 1000.

Your Retired Clergy Officer can also tell you more.

The Supported Housing Schemes are as follows: -

Capel Court, Cheltenham, Gloucestershire, GL52 3EL	01242 579410
Stuart Court, Kibworth, Leicestershire, LE8 0LR	0116 2796266
Fosbrooke House, Lytham, Lancs. FY8 5RQ	01253 667048
Gracey Court, Broadclyst, Exeter, Devon, EX5 3GA	01392 462574
Manorstead, Hindhead, Surrey, GU26 6RA	01428 601500
Dulverton Hall, Scarborough, North Yorkshire, YO11 2AR	01723-340100
Ramsay Hall, Worthing West Sussex BN11 3HN	01903-235045

FINDING A RETIREMENT MINISTRY

A Personal View

I write this after many years of contented retirement and a helpful pre-retirement course at Whalley Abbey, near Blackburn. This set me thinking about the kind of retirement I was looking for.

There isn't a blueprint for a fulfilling retirement. In terms of church ministry each of us must work out what best suits our needs and of local churches. At the outset it is worth considering a complete break from officiating for six months – more if you need it.

A basic issue is whether retirement for you means stepping down from all formal church ministry. Some clergy do this, although popular opinion is that clergy never retire. Without going into the theology of priesthood I don't go along with that. There is a proper choice to be made here. Archbishops retire after years of faithful and demanding service. A decision to lay aside active ministry is, under God, a perfectly valid choice. There are, after all, many other valuable ways of serving God in later years – study, writing and voluntary work to name three.

Alternatively, there is the option of continuing to offer our experience to the church in a voluntary or part-time role. Many retired clergy seek permission to officiate and find satisfaction in responding to regular requests for help in a deanery or across the diocese. Others take funerals and weddings to assist the parish priest and as a supplement to their pension. Some retired clergy, although willing to "help out" when requested, feel unsettled without a strong connection to a congregation. What is widely recognised is that retired clergy are an invaluable support to parishes. Our contribution is valued.

Choosing a new church to belong to isn't always straight forward. Our preferred church tradition may well come into play. In urban settings retired clergy are in a similar position to lay people moving house – trying out a number of churches to find the right fit. The choice in rural areas may be more limited. Simply joining the local parish church may not work out unless the home for retirement was deliberately chosen to be near it. Area Deans are a useful port of call to point us in the right direction.

With an expectation of continuing ministry in a local church the key figure is the incumbent/ priest-in-charge. A good working relationship is, of course, essential. Not all clergy are comfortable with or have had experience of collaborative working. Some remain uneasy about having another priest at work in their parish, a fact which may not immediately become apparent. Others look only for service cover in the holiday period.

To avoid misunderstandings and disappointment it is worth seeking an early meeting with the incumbent/priest-in-charge to clarify expectations – theirs and yours. Be clear about the assistance you would like to offer in terms of frequency of preaching and leading worship. Agree together the degree of involvement in pastoral care, house groups, lay training, etc.

I regard myself in retirement primarily as a member of my local church, taking part in Sunday worship (in the choir) and contributing to church life and outreach in the same way as anyone else. By invitation, I preach and preside regularly at Holy Communion.

It is a busy life and I enjoy it.

By Bob Powley

DIOCESAN WEBSITE

Please do use the Diocesan Website which has loads of information and news about our diocese:

www.leeds.anglican.org

LEEDS DIOCESAN NEWS

A monthly news leaflet for parishes to download and use, made available the first Friday of each month:

www.leeds.anglican.org/who-we-are/news/communications/leeds-diocesan-news/

E NEWS & E NEWS+

ENEWS

We regularly send out the **Enews** to nearly 6000 people giving information about news and events across the diocese and further afield.

E NEWS+

We also produce Enews+, which is a monthly newsletter, providing key information and announcements to clergy, lay leaders and parish officers. This is usually sent out on the first Monday of every month.

To subscribe:

www.leeds.anglican.org/who-we-are/news/communications/enews-and-enews/

DIOCESAN CYCLE OF PRAYER

Each month the Diocese produces a prayer diary.

If you wish to receive an automatic reminder sent to your inbox every time the prayer diary is published, please go to:

www.leeds.anglican.org/our-faith/prayer-spirituality/prayer-diary/

ENJOYING RETIREMENT

We all have our own plans for retirement. If you are looking to explore volunteering or get out and about more, a visit to the websites below could be useful. You will probably know some of them already.

Yorkshire is also well provided for in opportunities for retreats and study at places such as:- Parcevall Hall (the Diocesan Retreat Centre) <http://parcevallhall.org.uk>

Scargill House <https://scargillmovement.org>

The Community of the Resurrection in Mirfield, <https://www.mirfield.org.uk>

Ampleforth <https://www.ampleforth.org.uk>

Wydale Hall (York Diocesan Conference Centre) <https://www.wydale.org>

You might also want to consider joining The Retired Clergy Association of the Church of England “RCACoE”, which describes its aim in these terms:-

“Retirement often involves loss of support and companionship enjoyed in working relationships. For clergy it may involve the additional loss of home, friends and the familiar surroundings where they have ministered over a period of years. Through the mutual support of membership of the Association, retired clergy are helped to keep in touch with each other and the wider church”.

Websites:-

Retired Clergy Association: www.rcacoe.org

Age UK: www.ageuk.org.uk

Volunteer Now: www.volunteernow.co.uk

Future Learn - partner of the Open University with many free online courses:
www.futurelearn.com/courses