

To all Churchwardens in the Archdeaconry of Berkshire
cc: All Incumbents

20 May 2021

Dear Churchwardens

I am very much looking forward to meeting you or your successor at the forthcoming Visitations. I would also be delighted to see any of the clergy who would like to come. As usual we are offering three dates and venues, spread across the archdeaconry in the hope that one of them will be convenient to you. If you can't attend on any of the Berkshire dates, please contact this office as soon as possible, and we will let you know when and where the other Archdeacons are holding their Visitations. **You will be aware that unless you are sworn in you will be unable to take up the office of churchwarden**, so do let me know early if there are any difficulties.

The Visitations are a mixture of business, worship and sharing what is important to us. The business of the evening is, of course, the formal swearing in of churchwardens to the office you are taking up, or taking up again, and this, being a legal matter, is normally conducted by the Registrar or his representative. **It is very important that you sign in on arrival, so that we know you have been there.**

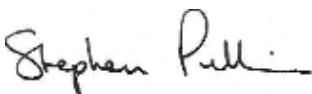
It is always a joy to worship and pray together, and ask for the gifts we need for the ministries we exercise. The Visitations are also an annual opportunity for me to bring you up to date on things which affect us all.

If you know that you are not seeking re-election this year, please pass this pack on to your successor when s/he is known. If you are seeking re-election, please make sure that your churchwarden nomination form has been completed and handed to your vicar before the Vestry Meeting, and that you (or your successor) sends to this office or brings the completed Churchwarden's Declaration to the Visitation.

Communications: always a challenge in a large organisation! However, if you do not give permission on the Declaration form for your contact details to appear in the Diocesan Directory, you may not be picked up in churchwarden emailings, and may miss out on important information. Therefore, can I urge you to opt in unless there is a very good reason not to. Many thanks.

Finally, I would like to thank you all warmly for another year of hard work and service in this vital role. I do look forward to seeing you at one of the three venues.

With warmest good wishes



The Ven Stephen Pullin