
THE ARCHDEACON
OF CLEVELAND

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The Venerable Sam Rushton

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March 2019

To Church Wardens in the Archdeaconry of Cleveland

Dear Friends

I am writing to give you the details of the services for Visitation and Admission of Churchwardens in 2019. This is an important opportunity for Bishop Paul and I, alongside your Parish Priest, to affirm the valuable contribution that you make to the life of your parish, and to continue to encourage you to see how important your role is in creating the context in which your ministers can flourish. I know from speaking with many of our clergy what a huge difference you make to their ministry.

As part of our encouragement of collegiality across deaneries and the wider lay participation in deanery life, we are working with the Area and Lay Deans to have a Deanery service which celebrates the work and vision of the wider deanery and provides an opportunity to build relationships between the laity as well as the clergy. I believe it would be a real blessing if you could come with a good number of your fellow PCC members who contribute so much to the flourishing of your church for what we hope will be a joyful and encouraging occasion.

The services this year will again take the form of an act of worship together with the legal admission and the archdeacon's 'charge'. This year all of the services will be in the form of Evening Prayer led by Bishop Paul. We will also have an informal gathering before the service begins where we will welcome various representatives from the Diocesan Office who will be available to discuss any opportunities or problems that you might have.

The Admission services will be held at the following venues at **7.30pm**, with an opportunity to gather informally, with refreshments, from 6.30pm onwards:

Friday, May 3 rd	<i>Whitby</i>	Christ Church, Ugthorpe
Tuesday, May 7th	<i>Middlesbrough</i>	St Barnabas, Linthorpe
Wednesday, May 8th	<i>Mowbray</i>	St Mary's, Thirsk
Wednesday, May 15th	<i>Stokesley</i>	St Francis of Assisi, Ingleby Barwick
Thursday, May 16th	<i>Guisborough</i>	Christ Church, Coatham
Tuesday, May 28th	<i>Northern Ryedale</i>	All Saints, Thornton Dale

It is, as you know, a requirement for churchwardens to be admitted annually (including those who are being re-elected) and you do not officially take up office until this is done. If you are genuinely unable to attend an admission service, you must contact this office in advance. This is so that arrangements can be made for you to be admitted separately after

the main services are completed. However, I would urge you to attend the main services if at all possible – being a churchwarden can be a very lonely job and I want to emphasise these opportunities to forge relationships across benefices, deaneries and beyond as much as possible in the coming year.

In the meantime, you will find at the foot of this letter a reminder of the items which need to be emailed or sent to Sue Dale at The Diocese of York, Amy Johnson Way, Clifton Moor, York YO30 4XT after you have held your APCM and at the latest by the end of April. If you are unsure what is meant by any of the items listed please contact Lesley McLaren in my office. Also, a reminder that the Diocesan Office database is constantly updated, so if your details (especially your e-mail address) change during the year, please notify Lucy: Lucy.Ormondroyd@yorkdiocese.org

With grateful thanks and every blessing on the work that you do.

Sam Rushton

Church Accounts for 2018

In an effort to save on paper and postage etc we are hoping to go electronic this year and would welcome your assistance to that end.

If you can please forward a signed audited copy of your accounts via email to sue.dale@yorkdiocese.org it would be very much appreciated.

Alternatively, for those who are not in a position to do this then please post as normal but only **ONE** signed audited copy is required.

These documents need to be received in the office by 30th April 2019.

- Church Accounts for 2018: these need to have been independently examined or audited.
- Balance Sheet
- Budget for 2019