



THE CHURCH
OF ENGLAND

**Diocese of St Edmundsbury
and Ipswich**

The Ven Dr David Jenkins
Archdeacon of Sudbury

The Ven Ian Morgan
Archdeacon of Suffolk

23rd February 2016

Dear Churchwarden

2016 Archidiaconal Visitations

We are pleased to enclose the usual 'Notice of the Visitations' for the Public Admission of Churchwardens as well as the Articles of Enquiry for 2016 and the Churchwardens Declaration form for 2016 (this needs to be brought to the Visitation service). These can also be found on the diocesan website (<http://www.cofesuffolk.org/go/declaration>).

The Articles are in two sections, Parish Appointments and Additional Questions. Parish Appointments can be reviewed, and amended as necessary, online by Parish Data Editors via: <https://myd.io/suffolk/> or information returned using the form (please indicate on the form the method used). The PCC's Annual Report and Examined Accounts can also be submitted online via the same website address. Additional Questions should be answered and returned using the form.

The Articles of Enquiry should be completed as soon as possible after the APCM and returned with the other required information as applicable; including a copy of the PCC's Annual Report and Examined Accounts). Electronically to: articles@cofesuffolk.org By post to: *Mrs Diane Matthews, Archdeacons' PA, Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich, IP1 1UQ.*

Traditionally the Visitation will include a short act of worship plus the Churchwarden's declaration, at which we look forward to seeing you or your successors. The Churchwardens are required to make the declaration in person. Each Churchwarden must bring a copy of the Declaration form to the Visitation service and only once the Public declaration has been made, the form signed and handed in, are they confirmed in office.

If you are unable to attend your own Deanery Visitation service then you are very welcome to attend an alternative Deanery Visitation service. It would be very helpful if you could let the Bishop's Office know on 01473 252829.

We look forward to seeing you and other members of your PCC at the Visitation service.

With best wishes,

David Jenkins (The Ven Dr) and Ian Morgan (The Ven)

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