



Information Requests to Parishes 2021

What we need to collect:

1. Statistics for Mission
2. Parish Finance Return
3. Energy Footprint tool
(all the above in conjunction with the National Church via the Online Parish Returns Portal)
4. Annual Report and Accounts
5. Electoral Roll Certificate (in accordance with Church Representation Rules)
6. Archdeacons' Articles of Enquiry
7. Church Development Tool (previously known as "Big Church Survey")

Timeline:

When?	What?
December 2020	<ul style="list-style-type: none"> • National Church Online Parish Returns System open to enter Statistics for Mission figures
Start of January	<ul style="list-style-type: none"> • Statistics for Mission request sent
Mid-January	<ul style="list-style-type: none"> • Reminder to complete Statistics for Mission
1 st week February	<ul style="list-style-type: none"> • Annual return of Parish Finance/Annual Report and Accounts notice sent
Last week Feb	<ul style="list-style-type: none"> • Articles of Enquiry sent
26 Feb 2021	<ul style="list-style-type: none"> • NEW Deadline for Statistics for Mission
1 st week March	<ul style="list-style-type: none"> • Request Electoral Roll figures (these should be received after the APCM) • Liaise with those who have not returned Statistics for Mission
Last week of April	<ul style="list-style-type: none"> • Reminder to complete: Return of Parish Finance form / Energy Footprint Tool / provide Annual Report and Accounts / Electoral Roll Certificate / Articles of Enquiry
May (subject to change)	<ul style="list-style-type: none"> • Church Development Tool sent
31 May 2021	<ul style="list-style-type: none"> • Deadline for Return of Parish Finance form • Deadline for Annual Report and Accounts • Deadline for Electoral Roll Certificate • Deadline for Articles of Enquiry
From 1 st week June	<ul style="list-style-type: none"> • Liaise with those who have not submitted returns
June/July (TBC)	<ul style="list-style-type: none"> • Deadline for Church Development Tool
July/August (TBC)	<ul style="list-style-type: none"> • Deadline for Energy Footprint
August	<ul style="list-style-type: none"> • Undertake CMS Places audit

N.B. Reminders will be sent with an offer of support to those from whom responses have not been received.

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