

**DIOCESE OF CARLISLE  
ARCHDEACONS' ARTICLES OF ENQUIRY 2016**

Here are this year's annual articles of enquiry, which the churchwardens for the year just ending are asked to complete. Thank you very much indeed, in advance, for your help. **Please note that the articles of enquiry must be returned either before or at the Visitation attended by the churchwardens being admitted for the forthcoming year.**

The Ven Penny Driver, Archdeacon of Westmorland and Furness  
The Ven Richard Pratt, Archdeacon of West Cumberland  
The Archdeacon of Carlisle

**1 Training Days**

We are planning to hold Training Days : **(venues to be finalised)**  
on Sat 25<sup>th</sup> June (particularly for new Churchwardens) : 10am - 3pm;  
on Sat 24<sup>th</sup> Sept : 10am-3pm;

A booking form is being given out separately at the Admission Services  
NB even if you have been a churchwarden for a long time, you may find these training days helpful.

a)	Is there anything which you would like us specifically to include in the day for new Churchwardens (Sat 25 <sup>th</sup> June)?
b)	Is there anything which you would like us specifically to include in the day for all Churchwardens (Sat 24 <sup>th</sup> Sept)?

**2 Diocesan Website** [www.carlisediocese.org.uk](http://www.carlisediocese.org.uk)

	Yes	No
The Diocesan website has entries for all churches in the Diocese. There are two "pages" for each church: a "front page and a SIF page. Is your Church's "front page" entry on the website correct and complete? <i>If not, please let Church House have corrections</i>		
Is your Church's Standard Information Form (SIF) entry on the website correct and complete? <i>If not, please let Church House have corrections</i>		
NB your church will also have an entry on the A Church Near You website: <a href="http://www.achurchnearyou.com">www.achurchnearyou.com</a> - someone in your parish should have the password to update this.		

### 3 Safeguarding children and vulnerable adults

It is **ESSENTIAL** that you have Safeguarding Policies covering Children and Vulnerable Adults - even if there are no children at your church - and that they are up to date and discussed at least annually. [www.carlisle-diocese.org.uk/people-and-structures/committees/safeguarding/safeguarding-policy.html](http://www.carlisle-diocese.org.uk/people-and-structures/committees/safeguarding/safeguarding-policy.html)

Please note that new Safeguarding policies are required if there is a change in the parish Safeguarding Coordinator(s) or significant changes in the activities for children provided by your parish. If this is the situation, you will need to send copies of the new policy to your Archdeacon and the Diocesan Safeguarding Adviser.

Your Safeguarding Policy should be publicised: eg on Church & Hall noticeboards, with booking forms for a hall etc.

You will need to consult your Safeguarding Coordinator to complete this section.

Please feel free to contact the Diocesan Safeguarding Adviser, if you have any concerns: [safeguarding.adviser@carlisle-diocese.org.uk](mailto:safeguarding.adviser@carlisle-diocese.org.uk) 07775 290139

a)	Our Safeguarding Policies were adopted / last reviewed by our PCC on .....			
		N/A	Yes	No
b)	If anything has changed, please confirm that fresh copies have been sent to the Archdeacon and Safeguarding Adviser			
			Yes	No
c)	Do you have arrangements in place for the secure storage and retention of your Parish safeguarding records?			

### 4 God for All: Reach: MeReach, InReach, OutReach, BigReach

God for All is what we as a Diocese are working at as part of Growing Disciples. We want to reach to children and young people, and to those who do not come to church. The Reach Team will use the information you give below to contact your parish.

(Fresh Expressions is the name given to new ways of doing church for those who do not come.)

		Contact details
a)	Is there someone in your parish we can contact about children's and young people's work?	Name  Contact
b)	Is there someone in your parish we can contact about fresh expressions of church?	Name  Contact

## 5 Generous Giving

Generosity is a huge part of discipleship, and we all need to keep on growing in generosity all through our lives. It is also an important part of running the Church and providing resources for the work and presence of the Church.

Giving for Life ([www.parishresources.org.uk/givingforlife](http://www.parishresources.org.uk/givingforlife)) is the national resource and there are other resources produced by Dioceses eg Giving in Grace ([www.givinginGrace.org](http://www.givinginGrace.org)).

		Yes	No
a)	Have you, in your Church, had a sermon on generous giving in this past year.		
b)	Do you write an individual (confidential) thank you, specifically mentioning the amount given, to all regular givers?		
c)	Do you claim all the Gift Aid you can under both the Gift Aid Scheme and the Small Donations Scheme?		
d)	Do you link your giving renewal to your vision, and your Mission Action Plan:		
	i) do you have a MAP		
	ii) do you make the link between vision, planning and giving?		
e)	Are members of the congregation helped to think what is the next step in their generosity?		
f)	Do you use a programme like Giving in Grace or Giving for Life?		
	If so, which one:		

## 6 Vocations

We are all called by God – and discerning what work God has for us is an essential task for us all. More specifically, the Diocese and its churches need to find new vocations to ministry (both lay and ordained)

		Number
a)	How many people have started to explore Licensed Lay Ministry this past year?	
b)	How many people have started to explore Reader Ministry this past year?	
c)	How many people have started to explore Ordained Ministry this past year?	

## 7 Clergy Housing

We try hard, within the constraints of the money available, to make sure that our clergy are well-housed.

a)	Are there any issues or concerns regarding the adequacy of clergy housing in your benefice that you would like to draw to the attention of the diocese?
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**8 Ministerial Development Review (MDR)**

All clergy under Common Tenure take part in Ministerial Development Review. Every third year, some members of congregations are invited to comment on their priest's ministry in a 180 questionnaire.

a)	If you have taken part in this, in what ways do you think it could be strengthened to be of maximum benefit to priest and parish/mission community?
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**9 Over to you**

*If there is anything you want to report on or ask, we would be very glad to hear from you. **You can note it here or add a separate sheet of paper.***

*We also always make it a priority to meet with churchwardens and talk matters over: just ask if you would like to do this.*

a)	Please tell us about one good thing which has happened in the parish this past year:
b)	Please tell us about your main concern at the moment:
c)	Please tell us about anything else you want to report on, ask, or make a comment about:

**Please complete the details below:**

Parish .....

Wardens' names .....

Signed .....

Date .....

**NB there is no need to include this page when you return the completed Articles of Enquiry to the Archdeacon!**

### **Sending in your Return**

Please return your completed form **direct to your Archdeacon** by the end of April:

Carlisle:                   The Ven Kevin Roberts, Church House, West Walls, Carlisle CA3 8UE  
[archdeacon.north@carlisediocese.org.uk]

West Cumberland:       The Ven Dr Richard Pratt, 50 Stainburn Road, Workington CA14 1SN  
[archdeacon.west@carlisediocese.org.uk]

Westmorland & Furness: The Ven Penny Driver, The Vicarage, Windermere Road, Lindale in Cartmel,  
Grange over Sands LA11 6LB [archdeacon.south@carlisediocese.org.uk]

If you would prefer to send in your response to these Articles electronically you can download this form at the diocesan website [www.carlisediocese.org.uk](http://www.carlisediocese.org.uk), and return it to the e-mail addresses noted above.

**If you have not returned your completed form to your Archdeacon by the Admission of Churchwardens' Service, you should bring it with you to the Service. We will not be admitting Churchwardens who have not returned completed forms.**

**The responses to these Articles of Enquiry are recorded in a spreadsheet. We do some analysis and the spreadsheet and the analysis are published on the Diocesan website.**