

DH/ES

20 March 2019

To:- Parochial Church Council Secretaries

Dear Secretary

### **Parochial Information**

I enclose the form used to record information about parochial office holders. Please complete and return it to me as soon as possible after the Annual Elections and the first meeting of the Parochial Church Council, but at the latest by **30<sup>th</sup> May 2019**.

The Diocese is entitled to hold and process this information to help administer its records in support of the Church's mission. However, we need individuals' explicit consent to publish their details on-line or in printed form to people who are not employees or officers of the Diocese. Please ask the individual office holders to sign the form in the right hand column to indicate their consent. If an individual does not sign the form then their details will not be made public.

A copy of the Diocesan Data Privacy Notice can be viewed at

[https://www.carlisediocese.org.uk/uploads/2684/General\\_Privacy\\_Notice\\_v1.1.pdf.html](https://www.carlisediocese.org.uk/uploads/2684/General_Privacy_Notice_v1.1.pdf.html)

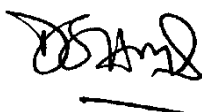
This form can be downloaded from our Diocesan Website at

<http://www.carlisediocese.org.uk/our-diocese/diocesan-office/diocesan-secretary-downloads.html>

If you have any queries please contact Eleanor Scott on 01768 807760 or email [eleanor.scott@carlisediocese.org.uk](mailto:eleanor.scott@carlisediocese.org.uk)

Thank you very much for your help.

Yours sincerely,



**Derek Hurton**