

**Ashley Ellis**  
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22 February 2017

**To: PCC Secretaries, Churchwardens, Incumbents, Priests in Charge, Team Rectors and Team Vicars**  
**Annual Parochial Church Meetings 2017**

As you may be aware, the regulations surrounding eligibility to serve as a Churchwarden, PCC Member or Deanery Synod member have changed in the last twelve months following changes to the Church Representation Rules and the Churchwardens Measure (as a result of the Safeguarding and Clergy Discipline Measure 2016). Parishes will need to use the new versions of the nomination forms for this year's APCMs. New versions of the nomination forms are available on the Parish Resources website at: <http://www.parishresources.org.uk/pccs/apcms/>. The page also includes a revised version of the 'Fit and Proper Persons' declaration, which can be done to verify eligibility in place of using nomination form wording.

The Parish Resources website also contains other information, which you may find useful so, if you have not already done so, please visit the website as the information and forms are updated as requirements change. (There is also a link to the Parish Resources website on the diocesan website [www.leeds.anglican.org](http://www.leeds.anglican.org) on the Resources/Annual Parochial Church meetings page).

If you are not able to access the internet, the forms and information you will need are contained in the Church Representation Rules 2017, which can be purchased from Church House publishing and other booksellers.

If you have any queries, please don't hesitate to contact me ([Ashley.ellis@leeds.anglican.org](mailto:Ashley.ellis@leeds.anglican.org) / 0113 353 0229) or my PA Heather Burge ([heather.burge@leeds.anglican.org](mailto:heather.burge@leeds.anglican.org) / 0113 353 0228).

Yours sincerely,



**Ashley Ellis,**  
**Joint Diocesan Secretary**