

Timetable for return of forms / information:

Item	Responsibility?	Date Due
• Stats for Mission (Online)	Clergy / Churchwardens	January / February
• Articles of Enquiry	Churchwardens	Early March
• Terrier & Inventory Update	Churchwardens	Early March
• Annual Report & Accounts	PCC Secretary / Treasurer	End of April, after APCM
• Churchwarden Returns	Churchwardens	Early May, after APCM
• Return of Parish Finance (Online)	PCC Secretary / Treasurer	21 days after APCM or by 28 May
• Electoral Roll Certificate	Electoral Roll Officer	May, after APCM
• PCC Officers	PCC Secretary	May, after APCM
• Deanery Synod Reps	PCC Secretary	May, after APCM
• Direct Debit Forms	PCC Treasurer	December / January

Important diary dates:

- Diocesan Synod update / report to PCC after February, June & October Synods.

Elections:

- Electoral Roll Revisions were last held 2007, and have a 6 year cycle, next due in 2013.
- Diocesan Synod elections were last held in 2009 and have a 3 year cycle, next due 2012.
- General Synod elections will be held July 2010, and have a 5 year cycle, next due 2015.
- Deanery Synod elections were last held in 2011 and have a 3 year cycle, next due in April 2014.