

 Diocese of Chichester

archdeacons' visitation news

Dear Churchwardens

Welcome to *Archdeacons' Visitation News*. Once again we would like to say a big thank you to you for your willingness to serve the Church of God in the vital office of churchwarden for the coming year.

There is at present a seemingly stark contrast between the historic fabric of our church buildings which have been a focal point of unchanging stability at the heart of community life, which has often evolved and shifted like sand, and, on the other hand, the need to be attentive to an ever-changing church culture, which demands we pay necessary attention to new legislation, new fundraising pathways, new safeguarding regulations, new environmental requirements, new financial constraints, and new pressures on recruitment. You will find in this edition various dates for meetings that we hope will be helpful as sources of information and training as you plan the year ahead.

Sometimes a distinction is made in church life between things temporal and things spiritual. This is a misleading distinction. Of course there are practical things that need to be done. However, we are followers of the carpenter of Nazareth, the Word of God made flesh, who has made all practical things holy when motivated by love and service. Jesus says, *"I do not call you servants... instead I call you friends... you did not choose me but I chose you and appointed you to bear fruit, fruit that will last"*. There will probably be moments when you feel like a servant in the days ahead, but to Jesus you will always be called friend.

Please stay in touch with us as Archdeacons in the coming year. We want to know how things are going, we want to pray for you, we want to offer support and encouragement in any way we can as we all seek to know Jesus better. He is in our midst.

Martin

On behalf of all the Archdeacons



**The Venerable
Martin Lloyd Williams**
Archdeacon of Brighton & Lewes



**The Venerable
Angela Martin**
Archdeacon of Horsham



**The Venerable
Tom Carpenter**
Archdeacon of Chichester

Church Buildings Update Evenings

All in person. 7pm for 7.30pm start.
Refreshments will be served. Booking details in due course.

Horsham Archdeaconry

24th September Holbrook, St Mark

Brighton & Lewes Archdeaconry

30th September Bishop Hannington
Memorial Church, Hove

Hastings Archdeaconry

8th October Battle, St Mary

Chichester Archdeaconry

15th October Arundel, St Nicholas



Archdeacon's new churchwarden Zoom training

Booking link will be issued in due course

- **23th October** at 6pm
- **30th October** at 2pm

Produced and printed by

New Archdeacon

AD Martin and AD Angela both welcome the Reverend Dr Tom Carpenter, announced recently as the next Archdeacon of Chichester.

Dr Carpenter studied theology in Oxford and trained for ordination at the College of the Resurrection, Mirfield. He was a curate in his home diocese of Sheffield. He succeeds Luke Irvine-Capel who was appointed as Bishop of Richborough last year.

A date for his installation will be announced in due course. In the meantime, please continue to contact Russell Dewhurst and Tom Robson for any Archdeaconry issues.

The Diocesan Safeguarding Team



This month, the Diocesan Safeguarding Team is introducing a new tool, the Parish Dashboard, to help Incumbents, PCCs, and Parish Safeguarding Officers (PSOs) manage safeguarding compliance more simply and efficiently.

Safeguarding requirements in the Church of England have evolved significantly, leading to increased administrative demands on parishes. The Parish Dashboard addresses this by streamlining safeguarding administration and making it more accessible for everyone involved.

Already in use across most dioceses for over six years, the Parish Dashboard replaces the Simple Quality Protects (SQP) system, which has served Chichester parishes for eight years.

Parishes familiar with SQP and maintaining compliance will find the transition straightforward. The new system is designed to provide real-time information and enhanced monitoring, building on the structures already established by SQP.

Focus Group Feedback

In February, 24 parishes – both large and small, rural and urban – trialled the Parish Dashboard. Feedback was overwhelmingly positive, with users highlighting its ease of use, clear guidance, and the reassurance it provides. Comments included:

"Easy to add information. Extremely helpful in what I should be looking for as PSO – previously it felt like a massive trawl through so much info."

"Really straightforward."

"It gave me peace of mind and confidence as a PSO that I knew what needed to be done to be safeguarding compliant."

"It's helpful that PCCs can also view the dashboard, highlighting the shared responsibility for safeguarding in our parish."

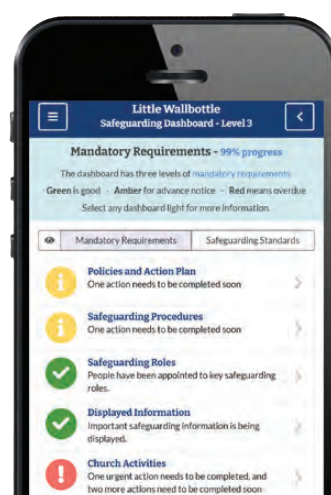
"I like the action plan summary feature. I could simply download an action plan to take to my PCC."

"This is the way forward!"

Collective Responsibility

A key benefit of the Parish Dashboard is its multi-user functionality. Dashboards are assigned 'Owners' (typically the Incumbent and Safeguarding Officer), who answer compliance questions. Owners can invite others, such as PCC members and churchwardens, to view the dashboard. This feature reinforces the collective responsibility for safeguarding compliance, ensuring PSOs feel supported rather than isolated in their roles.

Dashboard Overview and Features



The dashboard is accessible via mobile, tablet, or computer and presents a clear, colour-coded compliance status:

- **Green:** All is well.
- **Amber:** Action needed.
- **Red:** Urgent attention required.

Lights change automatically as tasks become due or overdue, helping parishes prioritise actions. The dashboard is updated regularly by a national team, ensuring parishes always have the most current Church of England safeguarding guidance.

Key Features:

- At-a-glance safeguarding status on the home page.
- Action pages with plain English instructions.
- Info pages with simple questions and resource links.
- Colour-coded alerts (green, amber, red) for reassurance and prioritisation.
- Downloadable, tailored action plans for PCC discussion and approval.

Next Steps

The aim is for all parishes to be using the Parish Dashboard by September. During the transition, the Diocesan Safeguarding Team will offer online and in-person drop-in sessions to support parishes. For more information, visit the diocesan safeguarding website:

 safeguarding.chichester.anglican.org/ParishDashboard



Support and resources for Churchwardens from Ecclesiastical

Ecclesiastical understands that volunteering for the role of Churchwarden and supporting your church can be a demanding job. Managing a treasured building and ensuring that it's a safe place for your congregation to worship, visit and enjoy can be daunting, but you don't have to do it alone.

Ecclesiastical church support managers

At no additional cost, Church Support Managers are there for their Ecclesiastical church customers. Providing tailored help and training to support church insurance needs, they can offer guidance on risk management, health and safety legislation and direct you to online resources. They can also deliver online and in-person group training sessions around topics including the basics of insurance, fire safety, fundraising, climate change and net zero, open churches and theft of metal.



Heather Ford



Joseph Davies

Heather Ford – Church Support Manager for the North.

Heather has roots in the Church, having previously worked for the Diocese of Manchester, and understands the demands of church life. Heather is passionate about supporting churches to understand how insurance can help, rather than hinder, to enable people to focus on their ministry and thrive.

Joseph Davies – Church Support Manager for the South.

Joseph is very much part of the Church family – his father was a parish priest, his mother a hospital chaplain, his wife was recently ordained as a curate, and he spent nine years as a verger at Salisbury and Ely Cathedrals.

“ Fundraising is crucial for sustaining church activities and initiatives. I am always delighted to offer guidance on effective fundraising strategies. We have an excellent online Fundraising Hub which has lots of information about how to get started and how to keep going on your fundraising journey. ”

✉ meetus@ecclesiastical.com
 🌐 ecclesiastical.com/church/church-support-managers

Fundraising hub

Fundraising plays a key role in boosting finances for your church. Ecclesiastical's fundraising hub offers user-friendly support guides which take you from 'where to start' through to 'key factors for successful fundraising' and everything in between.

If you have an Ecclesiastical policy, you can also contact their fundraising helpline, to arrange a call back from their expert team.

📞 **0345 601 9959**
 🌐 ecclesiastical.com/church/fundraising



Ecclesiastical's plain English guides

If you are looking for help in areas such as legal expenses, building work, or outreach, Ecclesiastical has a range of easy to understand Made Simple Guides to help, and their comprehensive document library is full of useful tools like risk assessment templates and Guidance Notes.

🌐 ecclesiastical.com/church/#madesimple

Ecclesiastical church insurance team

Do you have questions about your Ecclesiastical policy?

📞 **0345 777 3322** – lines are open 8am – 6pm Monday to Friday, excluding Bank Holidays
 ✉ churchteam@ecclesiastical.com

Risk Advice Helpline

Are you looking for advice on how to minimise risks as you manage your church?

📞 **0345 600 7531** – lines are open 9am – 5pm Monday to Friday, excluding Bank Holidays
 ✉ risk.advice@ecclesiastical.com

A claims team that really cares

Ecclesiastical's claims team are experts.

📞 **0345 603 8381** – 24-hour reporting service
 🌐 ecclesiastical.com/claims/claim-online

Ecclesiastical would love to hear from you

Do you have a story for Ecclesiastical? Perhaps you overcame a fundraising problem or found a way to get your local community more involved with your church. Sharing 'a day in your life' could really help other Churchwardens and members of the PCC.

✉ meetus@ecclesiastical.com

Contains promotional material

Month-by-month support

To help you plan maintenance and manage your church and its grounds, Ecclesiastical has created a calendar to keep you organised and on track – you can download your copy using this link:

 ecclesiastical.com/risk-calendar



Get monthly tips straight to your inbox




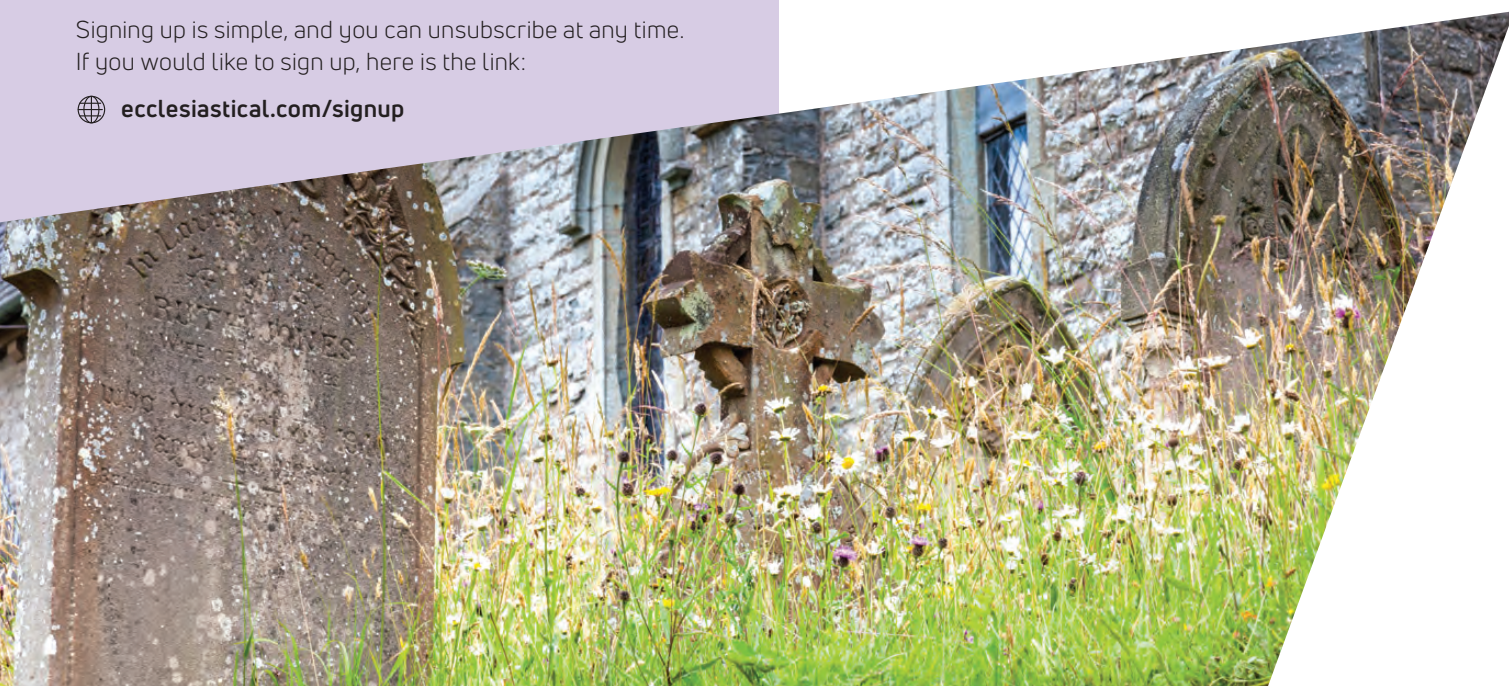
Join the community of church leaders who receive Ecclesiastical's monthly e-newsletter. It's packed with valuable advice about church security, event planning, fundraising and more.

Many of Ecclesiastical's customers already benefit from this e-newsletter, and we hope you'll join them.

Feel free to share the sign-up link with others in your church community who might be interested.

Signing up is simple, and you can unsubscribe at any time. If you would like to sign up, here is the link:

 ecclesiastical.com/signup



Why should net zero be a focus for churches?

A Q&A with the Church of England



BENEFACT TRUST



Julian Atkins

In 2024, our Group's charitable owner, Benefact Trust, pledged £1.5m towards the Church of England's ambitious goal of reaching net zero by 2030. Benefact Trust's funding is focused on equipping and inspiring churches across the UK to start their journey to net zero and reduce their impact on the environment.

Benefact Trust sat down with Julian Atkins, Net Zero Programme Director for the Church of England, to talk through some of the most commonly asked questions about the Church's net zero goal.

Whilst many of us want to play an active role in tackling climate change, the prospect can seem overwhelming due to the scale of the issue, the urgency to take

action and the abundance of complicated information. In Benefact Trust's short Q&A with Julian, he emphasises how important it is to keep things simple and start small.

Julian discusses what net zero actually means, why the Church has a responsibility to reduce its impact on the climate and low-cost ways to get started. Watch 'Net Zero and the Church' on Benefact Trust's YouTube channel:

 youtube.com/@benefacttrust

Here you'll find a host of helpful videos, including a full podcast with Julian Atkins.

Ecclesiastical supports sabbaticals

Ecclesiastical aims to support Anglican clergy by offering financial assistance for life-affirming sabbaticals through their **Ministry Bursary Awards** (MBAs).

Established in 1987, these awards have distributed over £1.4 million, benefiting more than 1,500 clergy members. An MBA can rejuvenate and enhance the ministerial development of clergy, offering them opportunities to engage in extended study, travel, or other enriching activities that can have a lasting impact on their personal growth and to the ministering of their congregations.



St. Paul's Anglican Cathedral in Kolkata, West Bengal, India

The **Revd Adam Dickens** is a recent recipient of such an MBA and he told Ecclesiastical:

“ I was very grateful for the MBA grant as it facilitated my sabbatical visit to Kolkata and wider West Bengal where I spent a month engaging with projects run by the Cathedral Relief Service of Kolkata Cathedral, as well as visiting various establishments that came under the ambit of the Diocese of Calcutta; these included churches, schools, colleges, a TB clinic, an AIDs hospice and a residential home.

“ It was an extremely rich time as I was offered a window into the joy and despair of life for people living in the city (as well as some of the rural areas in the state of West Bengal) and the creative ways in which church communities were responding. It provided interaction with a very different culture to the one I'm used to inhabiting, with all the challenges and growth that comes with it. ”

The application window for the 2026 MBA programme opens in spring 2025 and closes in September 2025. In 2026, we are particularly keen to see more sabbaticals which aim to support the drive for carbon net zero.

If you would like to find out more about the Awards, including eligibility criteria and application details, please visit:

 ecclesiastical.com/mba



Give yourself a financial health check

In today's world, with the high cost of living and rising taxation, it's more important than ever to ensure your finances are in top shape.

Expert advice for clergy



Ben Dabbs




Ben Dabbs, an independent financial adviser with Ecclesiastical Financial Advisory Service (EFAS), emphasises the importance of financial planning for clergy. “With little time available for clergy in their busy lives to focus on themselves, it's important for them to seek expert advice to manage their finances effectively and ensure their personal well-being and that of their

dependants is planned and catered for,” he explains. “Too often, clergy members will delay financial planning until the twilight of their ministry, which can lead to unnecessary hardship.”

Plan ahead with confidence

To help you review your financial arrangements, such as life assurance, pension savings, investments, mortgage options¹ and retirement planning, it's worthwhile seeking expert advice from an independent financial adviser who understands your circumstances and can put in place a plan to help give you peace of mind for the future.

If you would like to arrange a financial health check or receive a brochure providing information about the advice and services available, please contact EFAS at:

 **0800 107 0190**
 **getadvice@ecclesiastical.com**
 **ecclesiastical.com/financial-advice**

¹Your home may be repossessed if you do not keep up repayments on a mortgage. The value of your investments including pension investments can fluctuate, and you may not get back the amount you invested. Your capital is at risk.



Join the Movement for Good



Ecclesiastical is part of the Benefact Group and we do financial services differently – we give all available profits to charity and good causes. It's thanks to our customers that we can make this happen.

The Movement for Good Awards is our annual giving programme and anyone can get involved. The Awards give you the opportunity to nominate the charitable causes that matter most to you.

We're proud to have supported churches, Scouts groups, food banks, hospices, heritage charities and more, all nominated by their supporters.

How to nominate a charity or church to win £1,000

1. Visit movementforgood.com/ecclesiastical
2. Nominate before 15 December 2025. Your nomination will be included in all the remaining £1,000 draws in 2025, so the earlier you nominate, the more chances you have. It's one nomination per charity, per person, so you can get as many as you like in the mix.
3. Further down the page, there are resources you can personalise and share with your colleagues and congregation to encourage more nominations.
4. Keep scrolling to sign up for notifications, including special £5,000 draws and larger awards through partnership funding.

You'll also find more information about the Awards, including the terms and conditions at:

 movementforgood.com/tc

Best of luck!

Trust Ecclesiastical to insure your home and give back to your church!

As a church official, your home could serve as both a living space and a place for your ministry. You might host prayer meetings and counselling sessions from your home, or even help parishioners plan weddings and funerals. You will be supporting your parishioners throughout the years, and Ecclesiastical Insurance is there to support you, with their tailored home insurance policies.

A home insurance policy from Ecclesiastical Insurance can be adapted to suit the needs of the clergy in your work on behalf of the Church, or the general needs of your congregation and community.

Ecclesiastical Home Insurance

Ecclesiastical Home Insurance provides up to £750,000 for buildings and £75,000 for contents as standard. This cover includes protection for your home, personal belongings and even contents away from home up to £3,500. Additionally, 24-hour home emergency assistance and legal expenses are included, helping to ensure you are covered in unexpected situations.

But there is more!

When you take out a new home insurance policy with Ecclesiastical, they will donate £130 to an Anglican church or cathedral of your choice¹ – this programme has already contributed over £500,000, to churches across the country.



You can trust Ecclesiastical. They regularly win coveted awards for their home insurance products. In November last year, they retained their top spot in the Fairer Finance Home Insurance league table for a record twentieth time and remain the UK's most trusted home insurance provider!² Importantly, in today's online world, they also have an 'Excellent' score on Trustpilot too.³



When you talk to the friendly experts at Ecclesiastical's UK-based Head Office, they will work with you to make sure that your home and its contents are well-protected against a variety of risks. By choosing Ecclesiastical, you're not just insuring your home; you could also be helping your church. Call us today!

 **0345 777 3322** and quote **CHOPS25**
 **ecclesiastical.com/homeinsurance**

¹Terms and conditions apply. Visit ecclesiastical.com/trust130-terms. ²Fairer Finance Home Insurance customer experience rating, spring and autumn 2015 – 2024. ³Trustpilot reviews – 419 between 1 February 2023 – 14 April 2025. Correct at time of going to print.

St Botolph's, Hardham – Addition to HAR Register

The church of St Botolph in the tiny hamlet of Hardham is a rare gem surviving largely unchanged from its construction around the time of the Conquest. Set beside the Roman Stane Street (now the A27 outside Pulborough), the church preserves reused Roman tiles which point to the early occupation of the site. The simple two-part plan, blocky sandstone construction, and narrow lancet windows are typical of Norman architecture of the 11th century. Surrounded by cottages and fields of grazing cows, Hardham has the air of a place which has changed little in its long history.

Hardham is acclaimed for featuring the 'earliest nearly complete series of wall paintings in the country'. Stepping into the interior, visitors are completely bathed in the images that cover every wall. The stories depicted are still legible, and include a cycle of the life of Christ, the story of Adam and Eve, and the earliest known depiction of the life of St George in England. The figures are imbued with great humanity and character, belying the fact that they were painted 900 years ago, and were only discovered hidden behind a plaster covering in 1862.

Sadly, the future of the precious wall paintings is far from secure. The interior suffers from unstable levels of humidity, which impacts the delicate binders in the paint. Sections of the wall paintings are hard to read, and in some cases this is due to ongoing fading and plaster breakdown. While the parish have long been aware of this, the practicalities of improving the ventilation and conserving the paintings are so complex that they are difficult to achieve without major investment.

In late 2024, Historic England included St Botolph's on its revised *Heritage at Risk* register, in acknowledgment of the precarious future of the wall paintings if there is no intervention soon. Inclusion on the register will increase popular awareness of the church's history, and unlock further routes for funding and support.

St Botolph, Hardham



Small Grants for Works to Church Buildings



Christ Church, Ore

Since June 2024, the Diocese has been running two grant funds to support works to church buildings. The 'Minor Repairs & Improvements' fund has provided 35 churches with grants for urgent repairs, improvements and professional fees for scoping works. (Applications for the Minor Repairs & Improvements fund are now, sadly, closed to new applicants due to the high level of demand.)

The 'Net Zero Quick Wins' fund has supported 13 churches to make small changes which reduce carbon emissions in church buildings and halls. This fund is still open to new applicants, though applications are competitive. For more information, please contact:

✉ sophie.allen@chichester.anglican.org

Christ Church, Ore

The Grade II-listed church of Christ Church in Ore has long suffered from damp problems, which unfortunately caused the plaster inside the nave to crumble and stain. The damaged plaster made the church look unwelcoming and unkempt, and members of the parish were beginning to feel unsafe. Through the Minor Repairs & Improvements fund, the Diocese was able to award £8,700 for the removal of damp plaster from the interior, allowing the bricks beneath to dry out. The church now looks refreshed and renewed, and the parish is able to focus on other projects, as well as their regular schedule of worship and community events.

St Mary's, Warbleton

St Mary's, Warbleton received a £3,850 contribution from the Net Zero Quick Wins fund toward the replacement of their old heating system with a modern electric infrared system. The

existing heating was inefficient, inconvenient and costly to run, and the parish aspired to reduce their building's carbon emissions. The project installed two chandelier-style 'halo' heaters in the nave, plus wall-mounted heaters in the rest of the church. The parish can now heat different parts of the church flexibly to support various community uses as well as regular worship.





Helpful Hints

Being a churchwarden is a significant role, filled with responsibilities that can seem daunting at times. However, with a few helpful hints, this role can become not only manageable but deeply fulfilling and dare I say fun.

1. Know Your Role

Take time to understand the legal and spiritual dimensions of your role. The Archdeacons will be running online training for churchwardens to help familiarise you with the church canons, policies and governance. A clear understanding of your responsibilities builds confidence.

2. Build Strong Relationships

The core of this role is fostering good relationships. That means engaging with clergy, congregation, and the wider community. Communication is key, one way is to be approachable and open to feedback. This will help at church meetings as you listen to concerns, and act as a bridge between the parish and clergy. Remember, a strong network of volunteers can transform challenges into collaborative solutions.

3. Stay Organised

The responsibilities of a churchwarden often include maintaining church property, overseeing finances, and ensuring the smooth running of services (particularly during a vacancy). As a churchwarden you need to be organised, use calendars, to-do lists, or even digital tools to keep track of tasks and deadlines. A notebook to record 'what has happened' comes in very handy

keeping your Log Book up to date. Listing what maintenance needs to be done on a regular basis is essential.

4. Delegate When Necessary

You don't have to do everything yourself. Encourage teamwork by forming subcommittees or seeking help from willing parishioners. For instance, recruit volunteers for specific tasks and events. Delegating not only lightens your load but also builds community involvement.

5. Focus on Pastoral Care

As a churchwarden, you are often a first point of contact for parishioners. Be attentive to their needs, offering empathy and practical support. Whether it's arranging visits to the sick, or simply offering a listening ear, your care will help foster a supportive and inclusive church family environment.

6. Be Prepared for the Unexpected

Challenges are inevitable, from financial hurdles to unforeseen building repairs. Where possible think about contingency plans, something for a rainy-day with the treasurer perhaps. Preparation is half the battle.

7. Pray and Reflect

Lastly, don't underestimate the importance of personal spiritual practice. Dedicate time for prayer and reflection to seek guidance and renewal. Your strength and faith inspire others.

Being a churchwarden is about balancing practical responsibilities with a deep commitment to service. With these hints, I hope you'll not only manage your duties effectively but have fun as you contribute to your church's life and mission.



For more information

Call: 0345 777 3322 **Email:** churchteam@ecclesiastical.com

Facebook: Ecclesiastical



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