

Useful contacts for churchwardens

As a churchwarden, it's important to know that there are a number of people you can look to for help. This sheet sets out some helpful contacts.

Locally:

- Other Churchwardens. The knowledge of experienced current and former churchwardens in your parish is often extremely helpful. Churchwardens from neighbouring parishes might also be a very useful resource, as they are likely to have faced very similar problems. Some Deaneries have occasional Churchwardens' meetings, a mailing list or a wardens' WhatsApp group.
- The Area Dean: each Deanery has an Area Dean, usually a local minister, who takes on some responsibility for churches in the deanery. They are a particularly useful contact during interregnums.

People in the Diocese:

- **The Archdeacon Pastor:** Tim Cockell is the Acting Archdeacon Pastor. You can contact him via tim.cockell@coventry.anglican.org; 024 7652 1337
- **The Diocesan Registrar:** Geoffrey Cotterill is a solicitor with Rotherham & Co. and is the Diocesan Registrar. He can provide legal advice to parishes in some circumstances (please note that if parishes require help which is outside the scope of the Registrar's usual role, a charge may be necessary). Tel: 024 7622 7331; g.cotterill@rotherham-solicitors.co.uk
- **The DAC** (Diocesan Advisory Committee for the Care of Churches): The DAC advises churches on work on their buildings. Applying for permission for those works also starts with the DAC. Contact Tim Latham (DAC Secretary), tim.latham@coventry.anglican.org or Mark Seabourne (Operations Administrator), mark.seabourne@coventry.anglican.org. For help with fundraising for church building work contact Andy Duncan, the Church Buildings Funding Support Officer, andy.duncan@coventry.anglican.org.
- **Parish administration, governance & structures:** For support with issues around PCCs & APCMs, governance structures and administration, please contact Matt Jermyn (Parish Governance and Structures Support Officer), matt.jermyn@coventry.anglican.org.
- **Healthy Churches Development Enabler:** Clive Hicks works with churches using a variety of tools to foster health and growth. For more information, see the diocesan website, or contact Clive via clive.hicks@coventry.anglican.org.
- **Parish HR Support Service:** The Diocesan Office provides an HR advice service for parishes. Please see <https://www.coventry.anglican.org/info-for-parishes/parish-hr-support-services/> for details.
- **The Safeguarding Team** offer parishes advice and training on safeguarding. They must also be contacted if there is a safeguarding concern or allegation. To report any concerns or allegations, please call 024 7652 1345. Out of office hours, calls to this number will be diverted to our 24-hour helpline. For more information, please see www.coventry.anglican.org/safeguarding, or contact the Diocesan Safeguarding Advisor Sarah Price, sarah.price@coventry.anglican.org. If a child or adult is in immediate danger of significant or serious harm, call 999.
- **The Communications Team** provide advice to parishes on communications, social media and handling press enquiries. For help, contact Andy Waddams (andy.waddams@coventry.anglican.org) or Anna Laycock (anna.laycock@coventry.anglican.org).