



LIVERPOOL DIOCESAN ASSOCIATION OF READERS ANNUAL RETURN FORM 2022

All Readers in the Diocese must complete an Annual Return as part of the requirements for holding the Bishop's licence.

You should take this opportunity to review your year's ministry with your Incumbent. To look at:

- Achievements,
- Areas of development,
- Successes in your ministry,
- Training attended, and
- Other comments you need to share with us.

When you are re-licenced your completed Annual Returns are submitted to the Bishop. Once completed, please return by 30th April 2023 via email sarah.smith@liverpool.anglican.org or post to:

Bishop's Lodge
Woolton Park
Woolton
Liverpool
L25 6DT

SECTION A - PERSONAL DETAILS

Please complete and we will check our records are up to date:

First Names:	Surname:
Address:	Telephone numbers: Mobile: _____ Landline: _____
Post Code:	Email address:
Date of Birth:	Parish name:
Funeral Training Course Taken: Yes/No	Do you receive the Reader magazine? Yes/No If no, would you like to receive: Yes/No

SECTION B: MINISTRY IN YOUR OWN PARISH

Please give information about your ministry during the past twelve months under the following headings:

1. Approximate number of sermons preached:
2. Have you had full or shared responsibility for any church service: Yes / No
3. Do you have any specific responsibility for ministry within your parish and if so, what?
4. In addition to your preaching/teaching role, what other roles do you perform?
5. How many funerals have you taken in the past 12 months?

SECTION C: MINISTRY OUTSIDE YOUR PARISH

In the past 12 months:

1. How often have you preached in a Church other than your own?
2. If you haven't preached in another Church, would you like the opportunity to do so?
3. Have you preached/led services during an interregnum in your own church?
4. Have you preached/led services during an interregnum in other Churches?

SECTION D: TRAINING AND DEVELOPMENT

1. Reader Events attended?

	Yes	No
A.G.M. and Annual Admission Service (Sept)		
Deanery Reader Chapter Meetings		
Reader Conference (November)		
Reader Study Evenings		
Other Lifelong Learning Training		
Other relevant training:		

If any of the answers above were **NO**, is there some way in which these events could have been made more accessible to you?

Are there any subjects you would like covered in your future development in the next two years?

IMPORTANT INFORMATION DATA PROTECTION ACT.

The information supplied to us on this form is held on our Diocesan database, and is accessed by staff at St James' House and Bishop's Lodge. The information is also published in the Directory and online in our secure database. These can be accessed by staff at St James' House, clergy and other groups we give a password to. We also receive requests from time to time to release this information to other PCC/DCC officers, clergy and any other Diocesan organisations. We do not pass information on to any other organisations

I agree to my personal data being published in the Diocesan Directory Yes No

I agree to my personal data being published on the secure online site Yes No

If your details change or no longer wish your information to be published, then you need to contact us at Bishop's Lodge.

Reader signature: _____ **Date:** _____

Incumbents Comments:

Incumbent signature: _____ **Date:** _____

Full Name : _____