



May 2010

Dear Friends

Welcome Pack

Thank you for downloading our Welcome Pack. I'm sorry if there wasn't an envelope for you at the church you regularly attend. But you will find all you need here! And in a fashion that means you need only print what you need!

Caversham Thameside and Mapledurham

Our new parish will come into being on Tuesday 1 June. I hope you have seen the leaflet answering questions about this new phase of our church life. Please do ask any more questions you have. In this bumper Welcome Pack there are printable versions of:

- [1] Electoral Roll forms [2] Stewardship forms [3] Belonging forms

Electoral Roll Forms—*please complete one per person*

We are keen to get an accurate roll drawn up as part of this merger; however there are rules about who may be on it which are outlined on the back of the forms. You are also being asked to nominate your usual place of worship – this is about elections to the new Parochial Church Council.

Stewardship Form—*please complete one per person*

This form is about our giving to our churches. The top half is about how we give and how much we give (which will help our treasurers as they do the budgets) and the bottom half is a Standing Order form for those who wish to use it. The amount you choose to give will (as now) only be known by the treasurer and gift aid officer for your church.

Belonging Form—*please complete one per household*

This new start provides a great opportunity to gather information in one place beyond that on the Electoral Roll. Please do fill in as much as you feel happy with. All your information will be kept confidential and safe. You will also see that we are going to be launching a Parish Directory (for those that want to be part of it) to help us communicate better.

Returning the Forms—*by Sunday 13 June please*

Please put all the forms into one envelope addressed to:

The Parish Office, Church House, 57 Church Street, Caversham, RG4 8AX.

You can post the envelope to the Parish Office or return it to church.

Future Dates

- | | |
|-------------------|---|
| Tuesday 1 June | the new parish comes into being |
| Sunday 13 June | the date we would like your replies in please |
| Wednesday 23 June | Special Parochial Church Meeting : 7.30pm : St Johns Church |

I'm sorry that the first thing you get from our new parish is a load of bumph and forms to fill in! However, every solid structure is built on sound foundations! And on that note, I wish to pay tribute to the wardens and clergy who have worked hard over the past eighteen months building the sound foundations of our new parish. I look forward to working alongside you all as together we develop the mission of the church in the Parish of Caversham Thameside and Mapledurham.

With my very best wishes

A handwritten signature in black ink that reads "Dan" with a horizontal line underneath.



DIOCESE OF OXFORD

Serving Berkshire, Buckinghamshire and Oxfordshire

APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL OF THE PARISH OF CAVERSHAM THAMESIDE AND MAPLEDURHAM

Full Name

Full Address

..... Post Code

I declare that

1 I am baptised and am aged 16 or over (or become 16* on)

2† A I am a member of the Church of England (or of a Church in communion with the Church of England) and am resident in the parish.

Or

B I am a member of the Church of England (or of a Church in communion with the Church of England) and, not being resident in the parish, I have habitually attended public worship in the parish during the period of six months prior to enrolment.

Or

C I am a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and I have habitually attended public worship in the parish during the period of six months prior to enrolment.

I declare that the above answers are true and I apply for inclusion on the Church Electoral Roll of the parish.

Signed Date

* Those who become 16 during the next 12 months may complete the form, and become eligible to be entered on the roll on their sixteenth birthday.

† Tick one only of boxes A, B or C.

I nominate the following as my main place of worship

A St John the Baptist

Or

B St Peter's

Or

C St Margaret's

Notes

1. The only Churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches.
2. Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
3. Every six years a new roll is prepared and those on the previous roll are informed so that they can re-apply. If you are not resident in the parish but were on the roll as a habitual worshipper and have been prevented by sickness or absence or other essential reason from worshipping for the past six months, you may write “would” before “have habitually attended” on the form and add “but was prevented from doing so because ...” and then state the reason.
4. If you have any problems over this form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
5. In this form ‘parish’ means an ecclesiastical parish.

- *The Church Electoral Roll is your parish’s register of those qualified to attend the Annual Parochial Church Meeting and to vote in elections to the parochial church council and the deanery synod.*
- *Any person entitled to attend the Annual Parochial Church Meeting may also raise any question of parochial or general church interest.*
- *If you enrol on the Church Electoral Roll you become a voting member of the Church of England and so help to ensure that all the synodical councils of the Church – the Parochial Church Council, your Deanery Synod, the Oxford Diocesan Synod and the General Synod – are fully representative of its members.*
- *In 2013, and every six years thereafter, a new electoral roll will be prepared from scratch. In those years, no names are carried over from the old roll and everyone must apply for inclusion on the new roll.*

Synodical Government

- *gives an opportunity for partnership and collaboration between bishops, clergy and laity in the life of the Church;*
- *enables church people at every level to be in touch with the Church as a whole and to play their part in decision-making;*
- *ensures that the laity have their place in every aspect of church life.*

THE PARISH OF CAVERSHAM THAMESIDE AND MAPLEDURHAM : STEWARDSHIP 2010

Your church will benefit from knowing how much income to expect in the next year. To get as accurate a picture as possible we are asking every household to assess their giving annually. For your information the Church of England suggests we give 5% to our local church and 5% to other charitable causes. You can use our Standing Order form to give to any or all of our churches.

The Planned Giving Form asks us all to say how much and by what method we intend to give.

The Standing Order Form is for those who wish to give direct from their bank.

**We are hoping that even more people will give by Standing Order
but we are asking everyone to complete the Planned Giving section.**

Planned Giving Form from _____ *(please write your name)*

I / We would like to make a regular contribution to the work and mission of our churches and pledge to make the following donations:

- to St Margaret Mapledurham: £ _____ *(enter amount) every week / month (delete as you wish)*
- to St Peter Caversham: £ _____ *(enter amount) every week / month (delete as you wish)*
- to St John Caversham: £ _____ *(enter amount) every week / month (delete as you wish)*

I / We would like to pay my / our contribution by *(please make your choice)*:

- standing order from my bank *(please complete the enclosed form)*
- regular envelopes *(these will be given to you soon)*
- by one-off cheque on Sunday 13 June 2010

Standing Order Form *(please make sure you sign and date it at the bottom)*

To	The Manager		
<i>name of your bank</i>			
<i>and its address</i>			
Your full name			
Your full address			
Your Account Name			
Your Sort Code		Your Account Number	

To St Margarets

To St Peters

To St Johns

Pay	St Margaret's Church Mapledurham	Pay	St Peters Church Caversham	Pay	St Johns Church Caversham
At	The Co-Op Bank plc 34 St Mary Butts Reading RG1 2LQ	At	The Co-Op Bank plc 34 St Mary Butts Reading RG1 2LQ	At	Barclays Bank plc 2 – 4 Church Road Reading RG4 7AE
Sort Code	08 90 16	Sort Code	08 90 16	Sort Code	20 71 03
A/C No	50417999	A/C No	50417902	A/C No	80095265
Amount	£	Amount	£	Amount	£
<i>in words</i>		<i>in words</i>		<i>in words</i>	
on	(day) (month) 2010	on	(day) (month) 2010	on	(day) (month) 2010
and every	month / quarter / year <i>(circle your choice)</i>	and every	month / quarter / year <i>(circle your choice)</i>	and every	month / quarter / year <i>(circle your choice)</i>

Please make the payment(s) until further notice and debit my account with each payment that is made.
Please note that this order cancels all previous orders in favour of these churches.

Date		Signed	
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THE PARISH OF CAVERSHAM THAMESIDE AND MAPLEDURHAM : BELONGING FORM

This new start provides us with a great opportunity to gather information in one place beyond that required by the statutory Electoral Roll form. If you are happy to fill in this Belonging Form that would be very helpful. No-one is required to complete it, but the more information we get the more efficient and effective we can be in our communications with you. Please fill in one form per household. Thank you.

A. Household Details

Household Address (including postcode)	
Household phone number	
When sending letters to everyone in the house how would you like the envelope addressed?	

B. Adults in the Household *please add an extra sheet if necessary*

Name			
Mr/Mrs/Miss/etc			
Mobile Phone			
Daytime Phone			
email address			
Date of Birth			
Marital status			
Gift Aid?			

Gift Aid: *If you pay tax the church can recover some of that through the Gift Aid scheme. All that is required of you is to tell us if your Gift Aid donations are more than the amount of money you pay in tax. Please tick the box if you want the church to treat your donations since April 2000 and all future donations as Gift Aid.*

C. Young People in the Household *please add an extra sheet if necessary*

Name			
Mobile Phone			
email address			
Date of Birth			

D. Parish Directory

We would like to compile a directory of all those who belong to this parish. The Parish Directory will be given only to those whose details appear in it. Would you like a copy of the Parish Directory in which your name, address, email and phone number will be listed?

Yes
No

E. Data Protection

It will be helpful to hold this information on computers in the Parish Office and of those in leadership within the parish. Your details must be held in this way to be in the Parish Directory. It will not be shared outside the church. If you do not wish your details to be held on computers please tick this box:

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F. More General

Which church groups do you belong to?

What talents, gifts or skills do you have which could contribute to church life?

Please use the space over leaf to answer these questions in relation to those listed above.

G. Signatures

I understand that all the information above (especially with regard to Gift Aid) is correct.

Signature	
Date	

THE PARISH OF CAVERSHAM THAMESIDE AND MAPLEDURHAM : BELONGING FORM

F. More General

Which church groups do you belong to?

What talents, gifts or skills do you have which could contribute to church life?

Name:

Groups / Skills:

Name:

Groups / Skills:

Name:

Groups / Skills:

Name:

Groups / Skills:

Name:

Groups / Skills:

Name:

Groups / Skills: