

**Mission and Pastoral Measure 2011  
Diocese of Carlisle**

**Benefices of Windermere (Applethwaite) Saint Mary and Troutbeck Jesus Church;  
Staveley, Ings and Kentmere; Windermere Saint Martin and Saint John**

The Bishop of Carlisle has asked us to prepare a draft Pastoral Scheme in respect of pastoral proposals affecting these benefices.

I attach a copy of the draft Scheme and a glossary of terms used. I am sending a copy to all the statutory interested parties, as the Mission and Pastoral Measure requires, and any others with an interest in the proposals.

Anyone may make representations **for** or **against** all or any part or parts of the draft Scheme (please include the reasons for your views) preferably by email or by post to the Church Commissioners at the following address no later than **Monday 25<sup>th</sup> October 2021**.

Katie Lowe  
Church Commissioners  
Church House  
Great Smith Street  
London SW1P 3AZ  
(email [katie.lowe@churchofengland.org](mailto:katie.lowe@churchofengland.org)) (tel 020 7898 1737)

If they have not acknowledged receipt of your representation before this date, please ring or e-mail them to ensure it has been received. For administrative purposes, a petition will be classed as a single representation and they will only correspond with the sender of the petition, if known, or otherwise the first signatory for whom they can identify an address – “the primary petitioner”.

If the Commissioners do not receive representations against the draft Scheme, they will make the Scheme and it will come into effect as it provides. A copy of the completed Scheme will be sent to you together with a note of its effective date.

If the Commissioners receive any representations against the draft Scheme, they will send them, and any representations supporting the draft Scheme, to the Bishop whose views will be sought. Individual representors and the primary petitioner will then receive copies of the Commissioners’ correspondence with the Bishop (including copies of all the representations). They and individual petitioners may comment further. Copies of all of the representations received and associated correspondence will normally be published on the Commissioners’ website if the matter needs to be considered by them.

Those making representations should indicate whether they would like an opportunity to speak to the Commissioners regarding their representations in the event the Commissioners decide a hearing should be held. Their meetings are normally held at Church House, Westminster, but during the current circumstances they may need to be held virtually via ‘Zoom’. If a hearing is held, they will let you know the arrangements for attending (in person or virtually) and details will also appear on their website. Otherwise, if

a hearing is not to be held, the case will be considered in private and you will be informed accordingly.

When the Commissioners acknowledge representations they will let individual representors (and the primary petitioner) know the next few dates of their Committee's meetings. They will confirm the actual date of any hearing nearer the time. The Commissioners will decide if the draft Scheme should proceed when they consider all the representations on the basis of a paper prepared by their staff and any points raised at the meeting. If the Commissioners do so decide, any representor or petitioner against the draft Scheme may seek leave from the Privy Council to appeal against the decision.

You will be informed of the Commissioners' decision and the reasons for it.

Please see [www.churchofengland.org/consultation](http://www.churchofengland.org/consultation) for further information about the procedure.

**PCC Secretaries, incumbents/priests-in-charge/rural deans, persons taking services during the Notice Period and local planning authorities should refer to the relevant notes below for important additional information concerning them.**

Anna Newlove

## Notes

### 1. PCC Secretaries

The draft Scheme is sent to you to ensure that the PCC as a body is able to make a representation on the draft if it wishes.

**You are required as soon as possible to:**

- i) print and display the Notice(s) (**to avoid spread of Covid-19, please display *single-sided***) at or near the main door of **every** parish church, chapel of ease or licensed place of worship in your parish; (whether or not they are currently open for individual prayer or services); if you are unable to print the Notice(s) please get in touch with me and I will make arrangements for copies to be sent to you for display;
- ii) make arrangements for the Announcement (see 2. below) to be made at as many services as possible at every parish church, chapel of ease or licensed place of worship in your parish where a service is held during the notice period (including any that are 'streamed').

**Please e-mail or telephone me confirmation as soon as you have displayed the Notice(s) and made arrangements for the announcements to be made. Do not wait until the end of the notice period before confirming this.**

Although the following are not legal requirements, to ensure that as many of those who habitually attend public worship, as is practicable, are aware of the contents of the Notice, you are also encouraged to take (or make arrangements for), where possible, such of the following steps as is appropriate in your parish:

- i) arrange for copies of the Notice to be posted to members of the worshipping community who are shielding or self-isolating (in accordance with the general advice to parishes this should be by the postal service and not hand delivered);
- ii) insert the Notice in the parish magazine or newsletter;
- iii) use Facebook/social media posts;
- iv) send emails; and
- v) spread by word of mouth, including pastoral telephone calls.

**Please make a note of what you have been able to do regarding steps i) to v) above in case the consultation process is queried.**

If you are no longer the PCC Secretary, please pass this communication to the current Secretary and let me have a note of his or her name and email/postal address.

## **2. The Announcement**

Anybody taking services (including those that are 'streamed') during the Notice Period should ensure that the following announcement is made.

***"A Notice giving the objects of proposed pastoral reorganisation affecting this parish has or will be displayed near the main door and on the Church of England website. The Notice includes the last date by which representations regarding the proposed reorganisation may be made to the Church Commissioners."***

**PCC Secretaries** – please note that it is essential that:

- i) Notices are displayed; and
- ii) arrangements are made for Announcements.

## **3. Incumbents/priests-in-charge/rural deans**

Please ensure that the required Notices are displayed and Announcements made.

If a PCC Secretary is not able to carry out these requirements, please could you arrange for these matters to be dealt with as soon as possible. Please also let me know if there has been a recent change of Secretary in any of the parishes.

Please also note that any incumbent holding a freehold of a benefice who becomes a team rector or team vicar by virtue of this scheme will move onto common tenure on the Scheme taking effect.

#### **4. Circulation List**

Historic England (regional office)

The Bishop of Carlisle, Patron

Ms Diana Mary Dodd, Trustee of the former parish of St Martin Windermere, Patron

Ms Joanne Williams, Trustee of the former parish of St Martin Windermere, Patron

Mr Michael Geoffrey Baldwin, Trustee of the former parish of St Martin Windermere,  
Patron

The Ven Vernon Ross, Archdeacon of Westmorland and Furness

The Revd John Dixon, Rural Dean of Windermere

Mrs Helen Hoyle, Lay Chair of Windermere

The Revd James Richards, Rector

The Revd Shanthi Thompson, Priest in Charge

Mrs Mary Fenna, PCC Secretary for St Martin Windermere

Mrs Susan Osmaston, PCC Secretary for Ings

Mrs Clare Courtier, PCC Secretary for Kentmere

Mr Mike Stringer, PCC Secretary for Staveley

Mrs Sandra Britton, PCC Secretary for Troutbeck Jesus Church and Windermere  
(Applethwaite) St Mary

Mr Neal Andrews, Head of Property and Pastoral, Carlisle Diocese

Ms Anna Newlove, Pastoral Secretary