



WELCOME



CONTENTS

1

Welcome

Welcome From the Bishops
Invitations to Clergy New to the Diocese

2

About the Diocese

About the Diocese - Overview
The Common Mission Fund
2024 Annual Report

3

How the Diocese Works

How the Diocese is Governed
Practical Support for Your Parishes
Online Portals and Directory Links
Diocesan Communications
Diocesan CofE Schools - Governance and Support

4

How We Can Support You

Continuing Ministry Development
Clergy Wellbeing and HR
Clerical Registry - Sickness and Holiday Cover
Church of England Employee and Clergy Advocates (CEECA)
Clergy Partners Network
Mission and Ministry Team
Useful Contacts



THE DIOCESE OF WINCHESTER WELCOMES YOU

Welcome From the Bishops



We are so pleased to welcome you to Winchester Diocese and pray that your time here will be one of fruitfulness and joy.

The diocese covers a wide geographical area and contains rural and urban parishes alongside chaplaincy work, church schools and many more ways of engaging with our local communities.

We aim to be a diocese where clergy are known and valued and we hope that this welcome pack will show you some of the ways in which you can get to know others and find sources of support. You may well have questions that aren't addressed here and if that's the case, then don't hesitate to ask – we want you to feel at home as quickly as possible.

We will be praying for you as you take up post and look forward to exploring with you the ways in which God will use your ministry to help us build his kingdom across the region.



Yours in Christ,
Bishop Philip, Bishop Kelly, and Bishop Rhiannon

Invitations to Clergy New to the Diocese

Meet the Diocesan Team

Twice each year, the Diocesan Secretary will invite clergy new to the diocese to the Diocesan Office to meet with Heads of Departments and other key staff.

Meet the Cathedral Team

You will be invited by the Dean to join a tour of the Cathedral and take tea with the Chapter to discover how the Cathedral's ministry serves the wider diocese. Please contact the Cathedral clergy if you'd like to arrange a parish pilgrimage, or bring your congregation to the cathedral. The Cathedral is always keen to pray for you and your needs - you can easily [send in prayer requests](#).

Clergy Breakfast Briefing

In March, June and October, you will be invited to a breakfast briefing - one briefing is held in the south, and one in the north. This is an opportunity to network with your colleagues and get the latest news from national and diocesan initiatives.

Deanery Roadshows

The diocesan staff team visit each deanery on a rolling basis throughout the year. We bring the team to you. Please take the opportunity to bring members of your team to talk with us on any number of topics.

Training Events

A huge programme of training takes place across the diocese. The Mission and Ministry Team supports you with Continuing Ministerial Development, nurturing lay and ordained Vocations, and enabling laity to engage in ministry and mission. Check the website for all the forthcoming training, and look out for an invitation to meet the team so that you can learn how to make the most of all that is offered.

Bishop's Clergy Supper

During June each year, the Bishop will invite all clergy and spouses to a 'clergy supper'. Please look out for your emailed invitation.

Clergy Partners Network

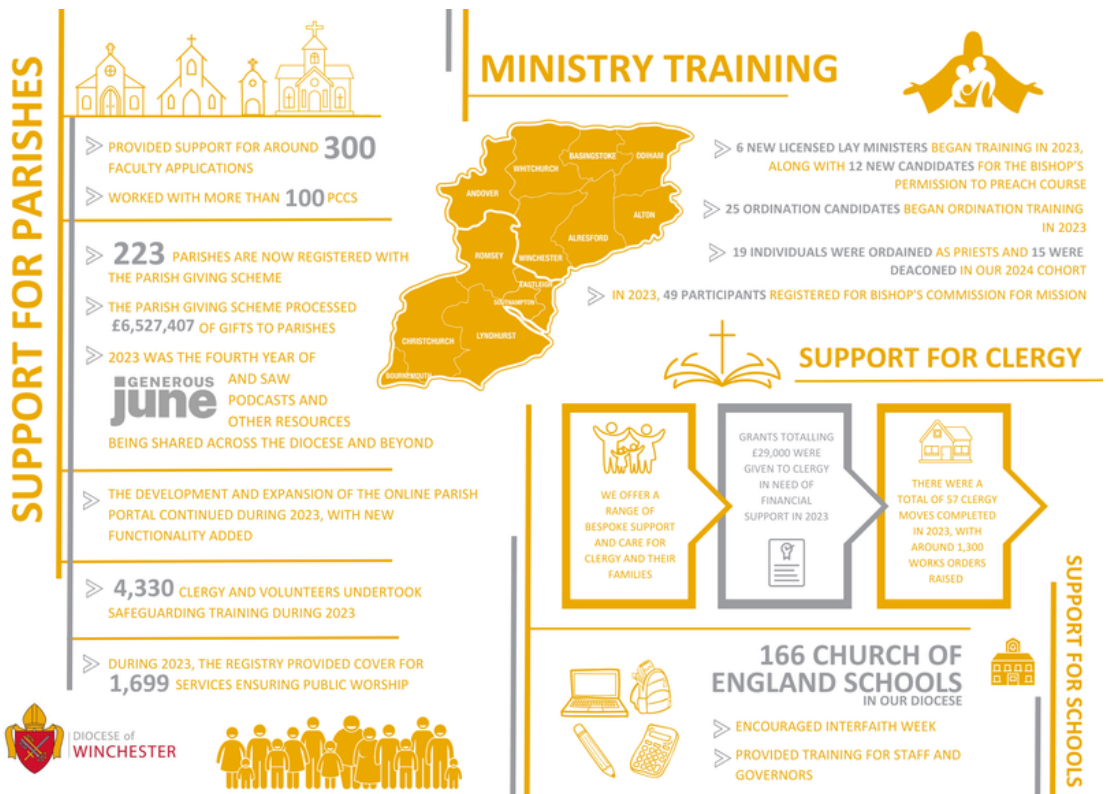
Your spouse will receive an invitation from the Clergy Partners Network inviting them to take part in their programme of activities.



DIOCESE of
WINCHESTER

2

ABOUT THE DIOCESE



The contemporary Diocese of Winchester is an exciting and challenging mix of rural and urban, new and old, innovative and traditional. It was founded in 676AD and has changed and developed consistently over time – and is changing still.

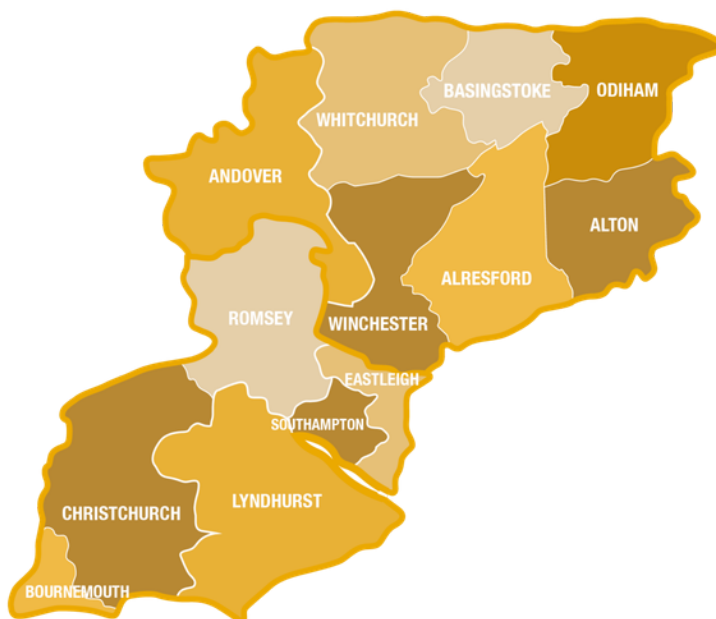
We serve a population of approximately 1.27 million, of whom over 20,000 regularly attend worship in one of the 375 church buildings across our 255 parishes, led by over 200 ordained clergy, around 80 Licensed Lay Ministers and a growing number of lay people commissioned for ministry.

These numbers, though, are just numbers. They set the scene but they don't tell of the diversity, the commitment, as well as the joy and passion in our parishes, our benefices and our deaneries.



The diocese consists of about two-thirds of the County of Hampshire and most of Bournemouth in the County of Dorset, excluding Portsmouth and the area immediately to its north and north-east.

Stretching from the beaches of Bournemouth to the Surrey border, and from the River Hamble to the outskirts of Newbury, over half of the diocese is geographically rural and yet nearly 80% of the population live in urban areas. Southampton is the major conurbation in our diocese, a global port city and a major focus for our mission and engagement.



Archdeaconries

The northern Archdeaconry of Winchester is mostly rural. Within it lie the market towns of Andover, Overton, Alton, Odiham and Alresford. The city of Winchester is the home of our cathedral and as the ancient capital of England has an important place in the nation's history. Basingstoke, which hosts some major corporate headquarters, is the largest town in the Archdeaconry.

The southern Archdeaconry of Bournemouth is home to about 60% of our population, most of whom live in the city of Southampton, and the towns of Bournemouth, Eastleigh and Christchurch. There is also the New Forest, a National Park of 220 square miles, a place of beauty, a place of history, and a popular tourist destination.

Church of England Schools

When it comes to Church of England schools, we share a Schools & Education Team with our neighbouring diocese Portsmouth. Between these two dioceses, we support a total of 166 schools.

Launchpad, the parent company of Paint Pots, is also something our diocese plays a part in. Paint Pots nurseries and preschools have a broad Christian ethos similar to church schools and are open to children of all faiths and none.

The Common Mission Fund

What is the Common Mission Fund and Why is it Important?

The Diocese of Winchester is funded by the Common Mission Fund. This is money given by every parish as gifts, to support and grow ministry and mission across all our parishes, enabling the love of Christ to be shared.

We are blessed to live in an affluent part of the country - the Diocese of Winchester is the sixth most affluent diocese in the Church of England. Within our diocesan community, however, there is huge variation of affluence and deprivation. We have some of the most affluent parishes in the entire country but also some of the least.

It is only by sharing our resources that we can ensure ministry can be provided where it is needed, not just where it can be afforded. It is about every parish seeing itself as part of the Diocesan Community - giving generously and sacrificially to the mission of the church, both locally and further afield.

Essentially, the Common Mission Fund asks all parishes to give according to their potential, so that all may receive according to their need. You can learn more about the Common Mission Fund through our [Guidance Booklet](#), as well as [this short video](#).

Annual Report and Review 2025

You can download the [2025 Annual Report and Financial Statement here](#). You can also find our 2025 Annual Review on the same page, which gives a snapshot of what went on throughout the year!



2025 ANNUAL REVIEW



HOW THE DIOCESE WORKS

How the Diocese is Governed

The Bishop's Council & Standing Committee

The members of the Bishop's Council & Standing Committee have a number of roles and responsibilities. In their primary role, they're responsible for advising the Synod on policy, preparing recommendations and transacting business in between meetings of the full Synod, and they consider wider questions on the mission and ministry of the Diocese and the wider Church. As the Mission & Pastoral Committee, they discuss issues relating to pastoral reorganisation and deployment of ministerial resource, while as the Parsonages Board they consider matters relating to clergy housing where appropriate and finally, as Directors of the Board of Finance they are responsible for overseeing the financial policies and decisions of the Diocese.

There are numerous sub-committees of the Bishop's Council that hold oversight of specific operational areas and all report back into the council. These include the Finance Committee and Property Working Group as well as an independent safeguarding panel.

Diocesan Synod

The Diocesan Synod is the primary governing body of the diocese. It is formed of the Bishops of the diocese along with elected representatives of clergy and lay people from across the diocese.

Members are elected every three years by those on Deanery Synods and meets three times yearly, usually in March, June and November. The Diocesan Synod is made up of three Houses : the House of Bishops, the House of Clergy, and the House of Laity (i.e. the non-clerical members).

The Role of the Diocesan Synod

The Diocesan Synod has five main functions:

1. To consider matters concerning the Church of England, making provision for such matters in relation to the diocese, and considering other matters of religious or public interest
2. To advise the bishop on any matters which may need to be discussed at the synod
3. To offer guidance on any matters, and approve or disapprove provisions, referred to them by the General Synod
4. To consider proposals for the annual budget for the diocese and to approve or disapprove them
5. To consider the diocese's annual accounts through the diocesan board of finance

Practical Support for Your Parish

Caring for Your Church Building

Some works in your church, like maintenance, will not need to be consulted on - these are known as List A matters. But with List B matters, such as repair works, you'll need to submit an application via the [Online Faculty System website](#).

This will include a summary of the works, any relevant designs or plans, any relevant documents such as a schedule of works, extracts from PCC meetings where the works were discussed and agreed, any relevant environmental implications, and any documents detailing quotations.

Once the application has been submitted, it will be reviewed by the Diocesan Advisory Committee for the Care of Churches (DAC) and potentially other consultants - you'll be contacted if further information is required.

If the DAC and consultants are happy, the application will be passed on to the Archdeacon for consideration. The outcome of this will be sent to you.

More guidance on caring for your church building can be [found here](#). And if you need advice about a specific issue, you can get in touch with the [Diocesan Advisory Committee](#) directly.

Reaching Net Zero Carbon in Your Church

As part of the Church of England's commitment to achieving Net Zero by 2030, parishes are encouraged to look at what they can do to help. [Guidance can be found here](#) - tips include:

- Wherever possible adopt a 'green' energy tariff, such as those offered by Parish Buying
- Check you are being charged only 5% VAT on your energy bills and that CCL is not being added
- Obtain an up to date energy audit of your church, and assess whether there are viable renewable energy solutions which could serve the needs of your church
- Check the programming of your heating system, and if your boiler is reaching the end of its life start to investigate replacement options which are more efficient and low-carbon
- Replace old bulbs with LEDs and try to turn off lights where possible, such as by installing sensor lighting or timer systems
- Lag all exposed pipework and consider a range of draught-proofing measures
- Think about how you can re-wild your churchyard, using [Caring for God's Acre](#) as a resource

Stewardship and the Parish Giving Scheme

When it comes to generating income for your church, there are three main ways to go about this - card readers and direct debit payments, grants, and legacy giving.

Card readers are a brilliant way to make giving easy in an ever-cashless society. If effectively implemented, a card reader can generate upwards of £2000 per year on average. Direct Debits are also a great way for churches to encourage giving. The Parish Giving Scheme (PGS) is a Direct Debit system produced specifically for parish churches - once your church has signed up, those wishing to give simply need to fill in a short form. Get in touch with our Faith & Generosity Team to find out more.

In terms of grants, applying for these can be a daunting task, especially if you've never done so before. Whatever your situation though, advice is available from the Parish Support Team. You can also come along to one of our funding events, which can be found on our Courses and Events page.

With legacy giving, this can make a huge impact to a parish, but people often don't know it's an option available to them. Gifts in wills can be left to parish churches, cathedrals and dioceses and are exempt from inheritance tax. Each year around 5,000 people leave a gift in their will to their church, many of whom see this as a final opportunity to make a lasting gift to God. You can find out more via the Legacy Giving page on our website.

Training for Parish Officers

When it comes to training for parish officers, the Diocese of Winchester holds training events for Parish Administrators, Treasurers, and Churchwardens several times a year. These sessions can be found on our Courses and Events page. Other helpful training resources can be found on the Parish Resources website.

Pastoral Reorganisation

From time to time, changes within your community may mean your current organisational structure for ministry and mission no longer meets your pastoral needs, and adjustments are required. Pastoral reorganisation is the formal process of making such changes within the Church of England.

Although some minor changes (such as changing the name of a parish or benefice) would only require a Bishop's Pastoral Order, where significant changes are proposed, a full pastoral scheme is needed. This is a consultative process with three main stages - informal, formal and public. When the proposed changes are straightforward, the process can be conducted in about a year. But where situations are complex, which is more common, it can take considerably longer. It's good practice to try and identify and resolve as many potential issues as possible during the informal stages, before embarking on the formal and public consultations. For more information about pastoral reorganisation, you can contact the Parish Support Team.

Online Portals and Directory Links

Online Directory

Clergy, Licensed Lay Ministers, churchwardens and parish administrators hold public roles, and their contact details are held on an online database.

Parish Portal

This portal can be used for a number of things, such as updating parish information and officers, completing the yearly PIF (Parish Information Form), inputting electoral roll figures, and uploading your annual report and financial statement.

Parish Returns Portal

The parish returns portal was created and is managed by the national church. Here, you can input your parish data, such as your statistics for mission, parish finance return, and energy footprint, directly into a common database and have immediate access to a wealth of data showing how your parish has progressed over time.

Safeguarding Dashboard

The Parish Safeguarding Dashboard is an online tool that helps Parish Safeguarding Officers and PCCs to keep track of safeguarding within their parish.

Online Faculty Application

The Church of England Online Faculty System and Church Heritage Record is designed to process faculty applications for alterations, additions or repair works that are determined by the diocesan chancellor, as well as applications for List B matters and recording List A matters.

The People System

This is a national church system, for clergy use only, for managing placement and stipend information of clergy across the whole country.

Safeguarding Training Portal

This is the Church of England National Safeguarding Team's online learning portal. The resources and training you can access here will equip you and your church to engage positively with the protection of children, young people and vulnerable adults.

For further information about any of these online portals, you can contact the Parish Support Team.

Diocesan Communications

Communications Resources

There are many ways in which you can communicate with those in your parish and the wider world, letting them know about your church and what goes on there, such as via your website, social media, and monthly newsletters. In this digital age, online communications are more important than ever.

You can find resources to help you in these areas of communication via the [Communications and Media page](#) on our website. Digital Labs, a resource run by the Church of England, also has a lot of [free online resources](#).

Diocesan Weekly Newsletter

The Diocese of Winchester sends out weekly newsletters, where you can find out about events happening around the diocese, as well as details regarding the latest resources and updates available. As clergy, you will be automatically signed up to receive these newsletters.

Crisis Communications

If you are contacted by the media or if a crisis takes place in your local area, the best way to get in touch is by emailing our [Communications Team](#). You can also download our [Crisis Communications Plan](#) for further guidance.

Diocesan CofE Schools - Governance and Support

The Diocesan Education Team produces resources that can be used in all parishes, not just those that have a Church of England school. Please spend time looking at the Diocesan website where there are lots of resources for worship, assemblies and classroom activities - many of these are also relevant for mid-week and Sunday sessions with children.

Clergy who are serving in a parish with a CofE school are automatically an ex-officio on the School's Governing Board – this is an important position, and you will be contacted by the Education Advisor responsible for governance within a few weeks of your arrival. Do get in touch sooner if this would help. You will also be responsible, along with your PCC, for proposing Foundation Governors from your parish to the diocese for appointment. The Governing Body has considerable statutory powers regarding the strategic direction of a school. In church schools the Governing Board, and Foundation Governors in particular, have a duty to ensure the school upholds and develops its distinctive Christian character.

Further information on school governance can be found on the [gov.uk website](#). You can also get in touch with the [Diocesan Education Advisor](#) for help and support in this area.

HOW WE CAN SUPPORT YOU

Continuing Ministry Development

Clergy and Lay Ministers continue to deepen their faith and learning throughout their ministry. Our Continuing Ministerial Development programme aims to provide a range of helpful training and development opportunities to support you.

This support includes training grants, Ministerial Development Reviews (MDR) and Transitions in Ministry (TiM).

Training Grants

The Diocese of Winchester is pleased to make grants available to all licensed ministers for retreats and relevant training courses, including Further Study and Extended Study Leave. More information about the grants available can be found [here](#).

You are encouraged to have an initial conversation with the [Mission and Ministry Team](#) before applying for a grant, who can offer support and guidance.

Ministerial Development Reviews

Clergy are required to meet with one of the Suffragan Bishops once every eighteen months for a Ministerial Development Review. The Bishop's personal assistant will initiate this process and can provide further information on request.

Regular review provides all clergy with a way of developing their ministry by giving them the opportunity to:

- Recognise their gifts and skills
- Discern ways of becoming more effective and purposeful
- Discover ways of overcoming difficulties
- Take a fresh look at their vision of ministry
- Identify areas for personal and professional development

Transitions in Ministry Residentials

Each year, we are one of several dioceses who collaborate in arranging a number of residentials for clergy who are at significant key points in ministry. These residentials provide opportunities for participants to reflect with others at the same stages of ministry on the particular issues related to these stages: taking up first responsibility, moving to a new post, becoming a training incumbent or an area/rural dean, and preparing for retirement.

The cost of participation in these consultations (other than travel) is paid in full by the diocese. Those who wish to participate are asked to make direct contact with the [Mission and Ministry Team](#) for more information and to request a place.

Clergy Wellbeing and HR

Clergy wellbeing encompasses all that promotes the health and wholeness of the clergy of the diocese, and is of concern for the whole church. The diocese is committed to the Church of England's [Covenant for Clergy Care and Wellbeing](#), which sets out some principles and invites parishes, dioceses and the wider church, as well as individual clergy, to share responsibility for the welfare of ordained ministers and their families/households. Resources include:

Mental and Emotional Health

Our diocese uses a Welfare Assistance Programme provided by [Health Assured](#), which offers a 24/7 confidential helpline, up to 6 sessions of counselling, as well as medical, legal and financial advice, and support in areas such as bereavement, addiction, debt, identity and family life.

Financial Support for Clergy

[The Clergy Support Trust](#) can provide financial support, health grants and emergency funds for clergy in times of need, and [The Henry Smith Charity](#) who assist clergy through a fund allocated via the Bishop. Other grants are also available - please contact our [Parish Support Team](#) for more information.

Support for Clergy Households

Most organisations we work alongside don't just offer support for clergy, they also do their best to provide assistance to everyone within a clergy household. This includes spouses and partners, as well as dependent children.



For instance, [The Clergy Support Trust](#) not only provides support to Anglican clergy (serving and retired) and ordinands, they also support their families, through things like wellbeing grants and independent school fees.

[Health Assured](#) also works with clergy households, offering a 24/7 helpline, as well as advice and support in a number of areas. Spouses and partners of clergy can additionally get in touch with the [Clergy Partners Network](#), which provides a space for partners to meet and support each other.

For more wellbeing resources, you can visit the [Clergy Wellbeing page](#) on our website.

Clerical Registry - Sickness and Holiday Cover

What is the Clerical Registry?

The Clerical Registry is a group of mostly retired priests with a vast experience of ministry who are willing to cover services, whenever needed, beyond their home parishes. All Registry members have the Bishop's Permission to Officiate and are fully DBS checked, and therefore covered by your insurance.

Having received a request for cover, the Registry looks at the style of worship in the parish and try to recognise particular preferences to provide the most efficient and effective service possible.

How Much Do Services Cost?

When a church is in interregnum or the parish priest is ill, the cost of the services is covered by Common Mission Fund and does not cost the parish any extra.

When the cover is due to annual leave or absences through Sabbatical, the parish must cover the extra cost. The fee per service is currently £38.00 (reviewed annually on 1 April) and a £5.70 booking fee per day. The parish must also cover travel expenses.

How Can I Book a Service?

When you are in need of ministry cover please contact the Registry [via email](#) or phone 01962 737302. Wherever possible please go through the Registry to confirm bookings rather than booking a minister yourself.

Church of England Clergy and Employee Advocates (CEECA)

Church of England Employee and Clergy Advocates (CEECA) is a workplace grouping of the Faith Workers Branch of Unite. They campaign on the behalf of faith workers and run a large network of union reps who have been trained to support their members through difficult times.

Membership of CEECA

CEECA, through Unite, have a helpline for faith workers on 0333 123 0021. Non-members are welcome to call, but the support they can give in these circumstances may be limited. You can join online via a digital form.

Clergy Partners Network

Clergy Partners Network (CPN) recognises that the nature of clergy work means both clergy and their partners need special support and opportunities for connection. Their aim is to provide time and space for partners, and clergy families, to meet together to renew friendships, forge new ones and support to one another, at all ages and stages of ministry. To find out more and get involved, you can contact the Clergy Partners Network Team.

Mission and Ministry Team

The Mission and Ministry Team provides theological training that supports the national vision of growing confident and missionary disciples, growing younger, more diverse, and developing a mixed ecology of church.

Developing Your Support Team

Within your parish, you'll have a support team, likely made up of your PCC, curates, and lay leaders. Developing this team, and helping them to grow within the Church will be part of your role. This could be through exploring vocations, facilitating training, or simply offering support and guidance.

Exploring Vocations

In the Confirmation service we're reminded that God has "called us by name, and made us his own." This is our first vocation, our first calling, to be disciples. Many of us respond to multiple calls in our lives, and for some of us there is a call to service in specific ways within our church life, including the call to Licensed ministry, both lay and ordained. There isn't a hierarchy of vocation. Ordained ministries and Authorised and Licensed Lay Ministries are simply different ways in which we are called to exercise our vocation as baptised children of God.

If someone within your church approaches you, because they feel a calling to serve, you may need to refer them to the Vocations Team using the Clergy Referral form on our [Resources page](#). That way, we can ensure that they are supported through the exploration and discernment process.

[The Church of England website](#) also has a lot of information about vocation and ministry, which you can pass on to anyone looking to explore their role in the church.

Lay Ministry Training

When it comes to lay ministry, our resourcing of lay ministry creates a framework and a renewed sense of purpose and vision for the education, nurture and formation of lay leaders. It aims to provide opportunities for people to grow and develop as they journey in their discipleship and leadership calling. We do this through training programmes, such as our [Bishop's Commission for Mission](#) and [Bishop's Permission to Preach](#) programmes.

If you have been trained for an employed lay ministry you may wish to ask the Warden of Reader whether you should become a Licensed Lay Worker (LLW).

In terms of Licensed Lay Ministry (LLM), this is the oldest recognised lay public ministry in the Church of England and one which offers a wonderful opportunity for mission and ministry across the whole life of the Church, sharing with others the good news of Jesus Christ.

Our training offers a contextual and part time pathway which enables individuals to gain both local ministry experience and academic theological learning, discovering the connections between them. If people within your parish feel called to embark on this journey, our team is here to support them as they grow in ministry.

Both LLW and LLM programmes will cost around £390 per annum. Further information on continuing lay development and support, including bespoke training and workshops, can be found [here](#).

Bishop's Commission for Mission (BCM)

The BCM programme has been developed to support the work of parishes and deaneries by equipping lay people for service. We aim to do this by giving participants the skills and knowledge they need to pursue their vocation more effectively, whilst at the same time giving them a bigger vision for how God might use them to bring in his kingdom.

BCM is not an academic training course but a programme of formation. We believe everyone who attends will already have some wisdom and experience to share which the training will draw out and enhance. Those who complete the programme will have greater confidence in what they are doing and will be better equipped to bring a missional focus to bear on their area of ministry and their life.

If a layperson in your parish is already involved in ministry, or feels a call from God to become more involved in ministry, BCM training might be a good option you can discuss with them.

We offer a range of programmes, which we vary term by term - contact [Elena Taraban](#) to find out more. These programmes cost around £50 each. Once someone has completed the training and its requirements, they will be commissioned to that role in your benefice by the Bishop of Winchester.

Bishop's Permission to Preach (BPP)

As a Diocese we want to equip members of our church communities to live the mission of Jesus and to take the opportunity to share the love of Christ through the ministry of preaching. The BPP programme is a way of recognising and affirming the preaching gifts of lay church members.

The year-long programme provides the opportunity for training in biblical studies from tutors on the Winchester Licensed Ministry Training team as well as through participation in supervised regional preaching teams. It seeks to equip laity so that they “with care and sincerity can minister the word of truth for the glory of God and to the edification of the people” Canon B18.3.

If someone within your parish is interested in the BPP programme, they will need to discuss this with you and the PCC, because they'll need your support to take this training. There is a cost involved (£390 for 2023/4) which the PCC will have to cover.

If you and the PCC agree to fund someone joining the Bishop's Permission to Preach programme, the next step is to contact [Elena Taraban](#) to register interest.





Useful Contacts

Bishop's Admin

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Clergy Partners Network

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Communications

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Diocesan Advisory Committee

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