

CITATION

St Albans Diocesan Registry
Winckworth Sherwood LLP
Arbor
255 Blackfriars Road
London
SE1 9AX

April 2026

To the churchwardens and churchwardens elect

ARCHDEACON'S VISITATION 2026

You are hereby cited personally to appear before the

VENERABLE JANET MACKENZIE
ARCHDEACON IN THE ARCHDEACONRY OF HERTFORD,

or some other competent Judge in this behalf
at one of the centres set out below

Wednesday 20 May 2026 at Hoddesdon Parish Church, St Catherine & St Paul's at 7.30pm
Thursday 11 June 2026 at Thorley, St Barnabas Centre at 3pm
Monday 29 June 2026 at Ware, Christ Church at 7.30pm

then and there to attend the Visitation of the said Archdeacon in order that you may be admitted into office and make the declaration required by law for the ensuing year.

In accordance with the Churchwardens' Measure 2001, **all Churchwardens** (those continuing in office and those newly elected) must be admitted to Office by 31 August 2026. **It will not be possible for the Archdeacon to grant a dispensation for a Churchwarden continuing in office.**

If you cannot attend the Visitations in May and June please be in touch with the Archdeacon's office to make alternative arrangements. **If you are not admitted to office by 31 August 2026 then the 2001 Measure makes it clear that a casual vacancy will arise, so a further election will be necessary.**

A Certificate of Election must be brought to the Visitation or sent to the Archdeacon. These are available from the Archdeacon's office and to download from the Diocesan website. You will be asked to complete a Declaration when you are admitted to office.

In the case of parishes where there are team ministries, district wardens are invited to attend the Visitation.

Your term of office will expire on 31st August 2027, or the date a replacement Churchwarden is admitted to office, whichever is the sooner. Should you wish to resign during your term of office, you would need to write to the office of the Bishop of St Albans, giving a two month notice period.



Jon Baldwin, Diocesan Registrar