



## Memorandum

**To** Synod Members **CC:** Parish Secretaries  
**From** Edwin Boyce **Date** 25 January 2022  
**Re** **Synod Timetable for 2022**

### Greetings

This memo and timeline are to assist parish secretaries, vestries and Synod members (including clergy), with planning for 2022. Please share it with others in your parish who need to know the details.

**NB:** Synod members should commit to attending to all Synod sessions and, if at any time during their term a lay representative resigns, their replacement should be elected at the next parish AGM; if they are unavoidably unable to attend please ensure their alternate receives Synod papers.

25 March	Due date for <b>Annual Statistics</b> sent to Anglican Centre ( <i>emailed to Parish Secretaries</i> )
30 April	Deadline for <b>Parish AGM's</b> to be held
Within <b>10 days of your AGM</b>	<b>Parish office holders'</b> details to Anglican Centre to update our data base and address lists.
6 May	Final date for <b>all reports to Synod</b> for printing in the Year Book
1 June	Due date for <b>Bills &amp; Motions</b> to September Synod (except from pre-Synod meetings and Youth)
30 June	All Synod reports, Bills and Motions will be available on-line
Early July	Pre-Synod meetings to discuss Synod business including the 2023 budget
24 July	Synod registration close
20 July	Deadline for motions from pre-Synod meetings and Youth Forum
5 August	Final Synod information on line for all Synod members
1 Sept	Synod Eucharist service – ChristChurch Transitional Cathedral
2 Sept	Synod – St Christopher's, Avonhead Parish
3 Sept	Synod continues
31 Oct	Year Book and updated Diocesan Handbook available on-line

**Where deadlines are stated, please help us by observing them. There is a lot of paper to handle and we do appreciate your co-operation.**

If you have any questions, please ask and I thank you in advance for your co-operation.

Yours in Christ

Edwin Boyce  
Diocesan Manager