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|  |  | Event | Reference | Time | **Actual Date** |
| 1 |  | **Preparation of new Electoral Roll** | **CR Rule 6(1)** | **2025 and every succeeding sixth year** |  |
|  | a | Notice displayed at church door of intention to prepare new Roll | CR Rule 6(1) | For 14 days beginning at least 2 months before the APCM |  |
|  | b | Announcement during Sunday Service of intention to prepare new Roll | CR Rule 6(4) | On 2 Sundays during the 14 day period |  |
|  | c | PCC should take reasonable steps to ensure that everyone on the old Roll is informed of the new Roll | CR Rule 7(1) |  |  |
|  | d | New Roll prepared | CR Rule 6(3) | Not less than 15 days and not more than 28 days before the APCM |  |
|  | e | New Roll published (just names) | CR Rule8(1) | For continuous period of not less than 14 days before the APCM |  |
| 2 |  | **Annual revision of Electoral Roll** | **CR Rule 3(1)** | **In years when new Roll not prepared** |  |
|  | a | Notice displayed at church door of intention to revise Roll | CR Rule 3(2) | 14 days before revision begins |  |
|  | b | Revision completed | CR Rule 4(10) | Not less than 15 days and not more than 28 days before the APCM |  |
|  | c | Revised Roll published (just names) for checking by church members | CR Rule 5(1) | For continuous period of not less than 14 days before the APCM |  |
| 3 |  | Notice of APCM displayed at church door | CR Rule M2(1) | For period including 2 Sundays before the APCM |  |
| 4 |  | Notice of Parishioners’ Meeting to elect Churchwardens displayed at church door | CWM Sect 5(4) | For period including 2 Sundays before the meeting |  |
| 5 |  | Audited PCC Accounts for previous year ending 31 December displayed at church door | CR Rule M5(7) | For continuous period of 7 days before APCM including at least one Sunday |  |
| 6 |  | Written nominations for candidates for Churchwardens | CWM Sect 4(4) | Before the Parishioners’ Meeting |  |
| 7 |  | Nominations for elections of lay members of the PCC (and Deanery Synod every 3 years) | CR Rule M6(1) | In writing before the APCM or orally at the meeting |  |
| 8 |  | Parishioners’ Meeting and APCM held | CWM Sect 4(1),  CR Rule M5 | Must be held no later than 31 May |  |