

DUTY DEACONS ROTA 2025 - 2026

If you cannot make a date please ensure you have swapped and marked as necessary on Chapel copy:

April 27th Morning	<i>Elizabeth</i>				
May 4th Morning	<i>Anne</i>	Sept 3rd Midweek		Jan 4th Morning	<i>Anne</i>
7th Midweek		7th Morning	<i>Bernice</i>	7th Midweek	
11th Communion	<i>Debbie</i>	14th Morning	<i>Debbie</i>	11th Communion	<i>Bernice</i>
18th Morning	<i>Tricia</i>	21st Communion	<i>Tricia</i>	18th Morning	<i>Debbie</i>
25th Morning	<i>Alison</i>	28th Morning	<i>Alison</i>	25th Morning	<i>Tricia</i>
June 1st Morning	<i>Elizabeth</i>	Oct 1st Midweek		Feb 1st Morning	<i>Alison</i>
4th Midweek		5th Communion	<i>Elizabeth</i>	4th Midweek	
8th Communion	<i>Anne</i>	12th Morning	<i>Anne</i>	8th Communion	<i>Elizabeth</i>
15th Morning	<i>Bernice</i>	19th Morning	<i>Bernice</i>	15th Morning	<i>Anne</i>
22nd Morning	<i>Debbie</i>	26th Morning	<i>Debbie</i>	22nd Morning	<i>Bernice</i>
29th Morning	<i>Tricia</i>				
July 2nd Midweek		Nov 2nd Communion	<i>Tricia</i>	Mar 1st Morning	<i>Debbie</i>
6th Morning	<i>Alison</i>	5th Midweek		4th Midweek	
13th Morning	<i>Elizabeth</i>	9th Morning	<i>Alison</i>	8th Communion	<i>Tricia</i>
20th Communion	<i>Anne</i>	16th Morning	<i>Elizabeth</i>	15th Morning	<i>Alison</i>
27th Morning	<i>Bernice</i>	23rd Morning	<i>Anne</i>	22nd Morning	<i>Elizabeth</i>
		30th Morning	<i>Bernice</i>	29th Morning	<i>Anne</i>
Aug 3rd Morning	<i>Debbie</i>	Dec 3rd Midweek		Apr 2nd Midweek	
10th Morning	<i>Tricia</i>	7th Morning	<i>Debbie</i>	6th Morning	<i>Bernice</i>
17th Communion	<i>Alison</i>	14th Communion	<i>Tricia</i>	13th Communion	<i>Debbie</i>
24th Morning	<i>Elizabeth</i>	21st Morning	<i>Alison</i>	20th Morning	<i>Tricia</i>
31st Morning	<i>Anne</i>	24th Carol Service	<i>?</i>	27th Morning	<i>Alison</i>
		25th Christmas Day	<i>?</i>		
		28th Morning	<i>Elizabeth</i>		

SUNDAY DUTIES:

Before

- Arrive by 10.30a.m. Unlock BOTH doors to chapel via welcome room. Check key for vestry available.
- Fill carafes – one for Communion table, one for back of the church: don't forget the glasses.
- Switch lights on over pulpit, cross, chapel and open the Bible on the Communion table.
- Put hymn numbers on the board.
- Check childrens and main collection plates are on the table.
- Lead before service prayers in the Welcome Room and Intercessory Prayers during the service.
- If it is a Communion Service (usually 2nd Sunday morning) make sure tablecloth, wine and bread are on the communion table beforehand (bring own bread, communion wine in kitchen cupboard).

After

- Remind duty deacon for following Sunday/Mid-Week.
- Return carafes to kitchen cupboard washed and check the kitchen. Check toilet.
- Switch off cross light and close the Bible. Turn off all other lights – pulpit and main switch.
- Check loudspeaker is off and projector (if projectionist has not done so) and check that door between Chapel and Welcome room is left open but that BOTH the external welcome doors are locked.