Dear

I am writing to follow up on our conversation where I asked if you would be willing to offer some feedback on my ministry. The Diocesan scheme for Ministerial Development Review asks me to get feedback from six people, using a simple questionnaire. Please let me know if you would rather not do this.

The Diocese experimented with feedback which was anonymous and feedback which is open, and decided that it is healthier for feedback to be given openly and not in secret. So I will see what you write. **Please put your name on it.** However, I hope you will feel able to be honest: if you have noticed something I need to improve it is likely that the other five people will have noticed it too. I am probably aware of it myself.

I am enclosing the questionnaire for you to complete, and would be grateful if you could send it straight back to the Bishop’s Office, Auckland Castle, Market Place, Bishop Auckland, Co. Durham DL14 7NR. Also I would be grateful to know when you have done it.

If you would prefer to do it by email then the forms are on the Resources section of the Diocesan website (<http://durhamdiocese.org/resources/resources-for-clergy/ministerial-development-review-mdr/>) and your email should go to bishops.office@durham.anglican.org . Please see that they arrive not later than **xxxxxxxxxxxxx.**

I will have my Ministerial Development Review meeting based on the returned questionnaires which I will receive all together exactly as you have completed them a few days before the meeting.

If you have any questions about this which you think might be better answered by the diocese than myself then please contact Bishop’s Office, telephone 01388 602576, email: bishops.office@durham.anglican.org .

Yours sincerely