

Money Matters

Treasurers Newsletter

March 2011



Included in this newsletter:

Church and Church Hall use by other churches and Christian Groups
Investments/ reserves / interest rates
Annual accounts and report reminder
Datadevelopments – Open Day London - Accounting, Donations
and Membership Software
Bishop of London's Mission Fund: application dates for 2011

Church and Church Hall use by other churches & Christian Groups

A separate paper is attached; please make sure that everyone on the PCC is aware of this paper, as wrongly letting or leasing your hall can have serious consequences.

Investments/ reserves / interest rates

PCCs are reminded that they act as Managing Trustees of their funds and therefore are responsible for deciding where and how their savings and reserves are invested, even when the funds are held by the Diocese in its capacity as Custodian Trustee. The Diocese cannot advise PCCs where to invest; however guidance on the questions you need to ask in order to make an informed decision is available on the Parish Resources web site.

<http://www.parishresources.org.uk/charity/reserves.htm>

We encourage you to look around for available interest rates in order to ensure that you are maximising returns where possible.

Annual accounts and report reminder

A revised Flow Chart of the tasks involved in creating and submitting the required documents is attached as an Appendix. Accounts and reports should be agreed by the PCC and received at the parish Annual Parochial Church Meeting and then forwarded to the Diocese, and if the PCC is a registered charity, to the Charity Commission.

Datadevelopments – Accounting, Donations and Membership Software-Open Day London

Touchbase Meetings & Business Centre
Premier Travel Inn, London, Heathrow
Wednesday 6th April 2011, 10am - 4pm

An opportunity to view and try out Finance Co-ordinator v2, ask questions and meet sales and support staff. There will be demonstrations on all three software packages:

Finance Co-ordinator 2 an easy to use accounting program

Donations Co-ordinator 3 caters for all donations whether Gift-aided or not.

Membership Co-ordinator records can include individual's details, groups, skills and visits.

Special Offer – Save 20% Order any of the finance, gift aid or membership software at the open day and receive a 20% discount!

Sales: (01902) 824044 sales@datadevelopments.co.uk

Bishop of London's Mission Fund: application dates for 2011

Deadlines for applications during 2011

7 May

29 August

5 November

Contact details for the Area Finance Advisers

Mary Spredbury for Charing Cross and Kensington
Mail to diocesan office
Tel 020 7932 1245
Email mary.spredbury@london.anglican.org

Kevin Ogilvie for City of London and Willesden
Mail to diocesan office
Tel 020 7932 1279
Email kevin.ogilvie@london.anglican.org

Theresa Moses for Stepney and Edmonton
Mail to diocesan office
Tel 020 7932 1247
Email theresa.moses@london.anglican.org

Church and Church Hall use by other churches and Christian Groups

The use of a church:

Please note that it is not generally permissible for any other church or group to use the *church* building without the Bishop's agreement and a license under faculty. Any PCC wishing to consider another group or church using the church building should have a discussion with the Archdeacon in the first instance.

Occasionally in instances of a genuine ecumenical relationship, a formal sharing agreement may need to be considered under the Sharing of Church Buildings Act 1969.

The use of church halls by other churches and Christian groups:

A few recent experiences in the diocese have highlighted the need for every PCC to take great care when they are approached by Christian groups and independent churches wishing to hire church halls for worship, fellowship meetings or bible study.

It is important that we continue to develop good relationships with other churches whilst not giving any foothold to those groups which bring others into disrepute.

There have been several stories of difficult situations arising across the diocese including an extreme case in Willesden concerning a group known as the Gospelites (or 'The Gospel' or 'GLITS: Gospel Life in the Spirit').

Who can use our church halls?

There is no simple rule for deciding who should be allowed to use church halls.

However, one way is to check what networks, if any, these churches relate to, for example membership of the Council of Churches for Britain and Ireland (CCBI) <http://www.ctbi.org.uk/227/> ; the Evangelical Alliance; their own networks or denominational organisations such as Lighthouse, Latin American Pastors Group etc.

Occasionally some groups fall more into the category of NRMs (New Religious Movements) but describe themselves as Christian fellowships or Bible groups, precisely because you will think you know what you are getting.

What is of the utmost importance is that PCCs take time to explore a group's origin, history and doctrine (particularly regarding the authority of the Pastor). It is also important to enquire if the group was previously meeting somewhere else (if so, contact the relevant Vicar or Pastor) and

to make enquiries of colleagues in the deanery as to whether the group is known to them.

Hall hiring agreement:

The PCC needs to obtain clarity on the exact use of the space e.g. worship, education, community service etc. It is then vital to ensure that there is a proper hall hiring agreement in place. PCCs should consult the diocesan website under *Parish Property and Trusts* in the *Regulations and Policies* section.

PCCs are Managing Trustees of their Church Hall:

and as such should contact the London Diocesan Fund which should be involved in all lease agreements, since the LDF acts as Custodian Trustee of all PCC property. Contact Michael Lewis, Property Department, London Diocesan House, 36 Causton Street, London SW1P 4AU, Tel: 020 7932 1209 michael.lewis@london.anglican.org

Child Protection and Safe Guarding:

PCCs have a duty of care to advise organisations of their responsibility for the welfare and safety of any children and vulnerable adults in their care. Sadly, there have been instances of faith-based abuse of children, some within churches meeting in church halls. This once again highlights the importance of PCCs being vigilant about following the guidelines in '*Children in the Diocese of London*'.

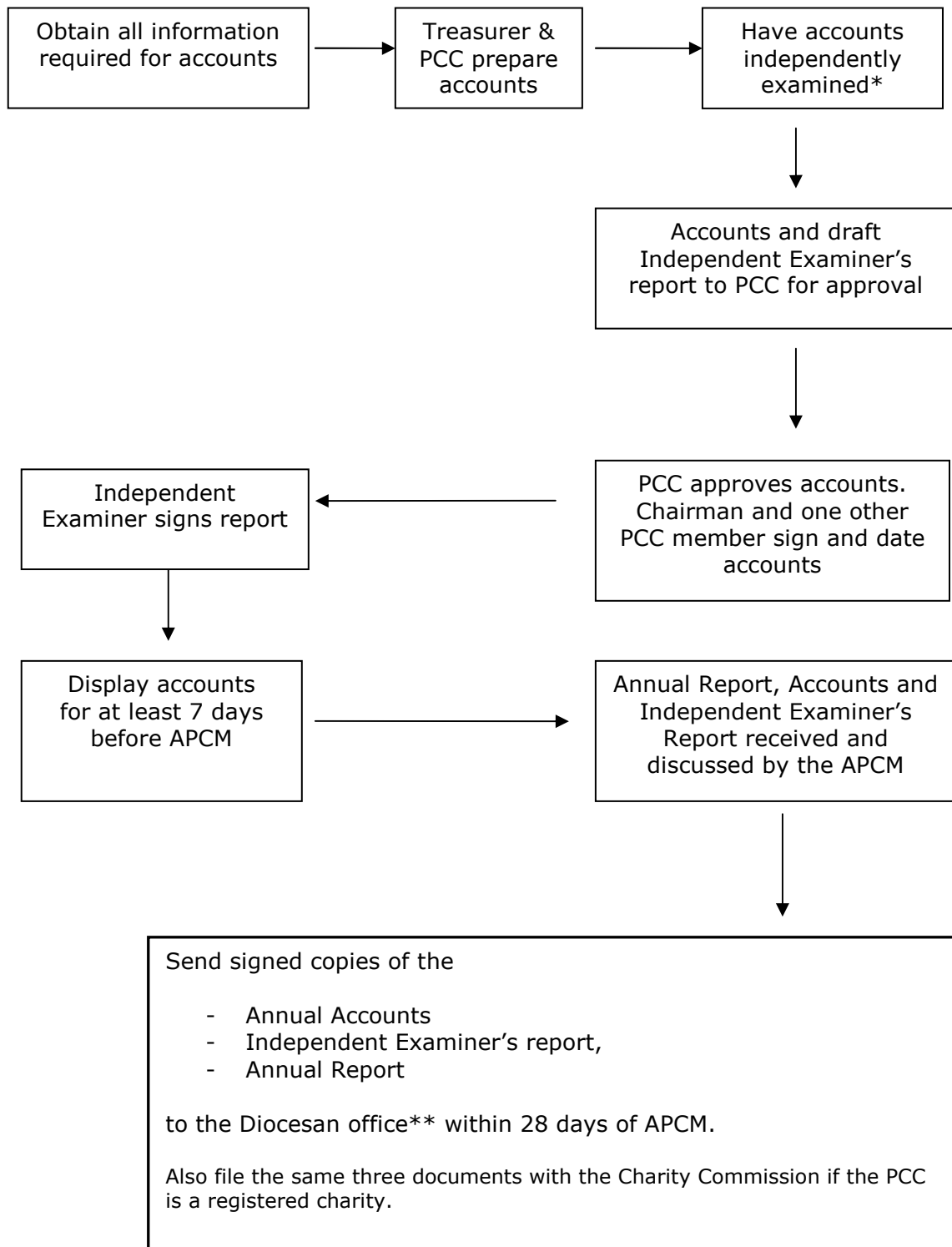
We suggest that this is written into any formal hiring agreement using the following statement:

"The parish of X regards the safe care and protection of children and vulnerable adults as of the utmost importance. Groups that hire or use church premises are expected to share this concern and ensure that any activities comply with current legislation.

The hirer must supply the PCC with a copy of their safeguarding policy which must be in line with that of the parish of X".

Annual Accounts Flowchart

Appendix



* or audited where appropriate

** The address will usually be an Area office address. Please check with the Area Finance Adviser or the Archdeacon's office if you are not sure of the return address.

Flowchart v2