

Money Matters

Parish Finances

October 2011



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Filing accounts / report with Charity Commission

A reminder: if are now registered with the Charity Commission and have a Charity number (rather than just a Gift Aid number with HMRC) then you must complete and file your annual report and accounts and your annual report by the end of October. Failure to file these documents means that you are breaking the law, and the Charity Commission could suspend your charitable status and freeze your assets, which would mean that you couldn't easily pay PCC bills. There is still leeway for those that only registered in 2010 or 2011: the first set of returns that you are required to file with the Charity Commission relate to the first year after your registration.

Filing returns is an easy on line process - you will need to have available your Registration Number and password, financial accounts, Trustees Report and Examiners Report in pdf form and the correct details for all your Trustees (PCC members) - full name, date of birth and address.

Gift Aid Training

The Area Finance Advisers are providing two training sessions on Gift Aid, as shown below. Spaces are limited to two people per parish. To book a place please email mary.spredbury@london.anglican.org saying which session you would like to attend.

London Diocesan House 36 Causton Street, London, SW1P 4AU

Saturday 19th November, 10am - noon or

Tuesday 29th November, 6pm - 8pm

Topics will include:

- record keeping and claiming
- HMRC website
- software
- what is changing
- any questions

Giving by text

If you are a registered charity have you thought of signing up to JustTextGiving? It allows people to donate from their mobile phone and so has the potential to increase parish income from tourists passing through, visitors or at one-off events such as concerts, weddings, flower festivals, youth gatherings etc. We'd like to

know of your experiences with JustTextGiving; please let your Area Finance Adviser know so that we can share information with other parishes and dioceses.

Fees Returns, amended form

Clergy Statutory fees for weddings and funerals should be returned to the Diocese each quarter. If you help in this return please use the amended form given at the end of this issue. Fees up to the end of September should be remitted now. If no fees are due for this quarter please simply send an email, saying that there is a Nil return, to Elaine.saunders@london.anglican.org so that the fees tables can be updated.

National Minimum Wage from October 1st 2011

From 1 October 2011 the National Minimum Wage rates will be:

- for workers aged 21 and over the main rate will increase to £6.08
- the 18-20 rate will increase to £4.98
- the 16-17 rate for workers above school leaving age but under 18 will increase to £3.68

Remember: if you pay a 'volunteer' it is very likely that they will have become entitled to the National Minimum Wage for all the hours they work plus other employment rights.

Utility tariffs, price comparison service

Has your parish taken advantage of this service yet, provided for us by Noël Muddiman and Charity Funding Solutions? Read about it [here](#). You should have heard about this before from Brian Cuthbertson, as the service is part of the Diocese's scheme of Climate Action Plans - www.london.anglican.org/Shrinking-the-Footprint-Climate-Action-Plans.

Note that Utility Warehouse, previously identified as the best value supplier, has recently raised its electricity prices by a wide margin (especially its standing charges - it isn't the only company to raise standing charges significantly). Noël Muddiman is currently re-visiting churches that switched to UW, and may help you switch again - feel free to contact Noël at admin@cfsolutions.ltd.uk.

We also still recommend [Good Energy](#) as our preferred supplier of green electricity.

Your Money and Your Life: Book Offer

This book takes a biblical perspective on managing your money - from saving through to giving and all points between and challenges the view that happiness depends on gaining wealth and possessions. Available at a discount from www.stewardship.org.uk/parishgivingofficers

Bishop of London's Mission Fund (BLMF):

2012 deadline dates for applications

Monday 16 January

Monday 20 February

Monday 23 April

Monday 27 August

Monday 5 November

For more details go to <http://www.london.anglican.org/BLMF>

Association of Church Accountants and Treasures (ACAT)

Treasurers are reminded that each PCC has membership of ACAT. The Association aims to have its Handbook on line so that updates can be more easily available.

The membership site is password protected. Information about this can be found

in the June issue of Money Matters. The ACAT quarterly newsletter can be found in the membership site.

Contact details for the Area Finance Advisers

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

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

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



Parochial Fees Assigned to the Diocese- Quarterly return
Returns are required even if Nil, please just email.

Parish Ref:
 Stipend Ref: LDF will complete Church Commissioners #

Minister: The Rev. **Period Covered:** _____

		Number	Minister's fee per service	Total payable to the Diocese
		A	B	= A x B
Baptisms	Certificate issued at time of Baptism			
	Short certificate of baptism given under section 2, Baptismal Register's Measure 1961			
Marriages	Publication of Banns of Marriage			
	Certificate of banns issued at time of publication			
	Marriage Service			
Funerals and Burials Service in Church	Funeral service in church			
	Burial of body in churchyard on separate occasion			
	Burial of cremated remains in churchyard on separate occasion			
	Burial in cemetery on separate occasion			
No Service in Church	Service in crematorium or cemetery			
	Burial of body in churchyard			
	Burial of cremated remains in churchyard			
Other – Please state	Please use this line if retired clergy have taken weddings or funerals			
	As retired clergy may retain 2/3 of the clergy fee only 1/3 is due to the Diocese		x 1/3	
TOTAL				

Please return to Elaine Saunders, Finance & Support Officer
Cheques should be made payable to the London Diocesan Fund

Signature & Date _____

