



May 2010

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Dear Treasurer,

### **Current Status of the Parish Share Account**

I enclose an updated statement for your parish, showing the position as at 30<sup>th</sup> April 2010. This includes all remittances received up to this date and also a debit in respect of the parish share for the current quarter ending 30th June 2010. A separate statement is included for SEE ROUND and outstanding amounts for Intercession Leaflets where applicable.

I would like to thank all those of you who pay parish share monthly by Direct Debit or Standing Order. This helps the diocesan common fund cash-flow, particularly with the monthly payment of clergy stipends. It also helps to keep our bank charges to a minimum by receiving payments electronically rather than by cheque.

For those of you who pay parish share by cheque, I would be grateful if you could consider making future payments to the DBF's bank account electronically. If your bank currently charges you for making cheque payments from your account then it is likely that their charges for making electronic payments will be at a lower rate. If this is something which you are able to do, I have included for your reference the DBF's bank details on your parish share statement. Please quote the relevant parish share reference number with your payment.

### **Annual Budget Presentations to Treasurers, Incumbents and Churchwardens**

In a few weeks' time the Archdeacons will be writing to you with fuller details including a copy of the draft budget for 2011. You should receive this early in June. In the meantime you might like to make a note of the following dates and venues in your diaries.

<u>Archdeaconry</u>	<u>Date</u>	<u>Venue</u>
Hertford	Wednesday 23 <sup>rd</sup> June 2010	All Saints Church, Hertford
St Albans	Monday 5 <sup>th</sup> July 2010	St Stephen's Church, St Albans
Bedford	Wednesday 14 <sup>th</sup> July 2010	St Mary's Church, Goldington

Each meeting will start at **7:45pm** with a break for tea or coffee at around 8:30pm. We aim to close the meetings by approximately 9:30pm. If you are unable to attend the meeting in your own archdeaconry, then you are welcome to attend one of the other two meetings.

### **Clarification on Gift Aid Declarations and Charity Numbers**

It has come to my attention that some parishes are assuming that they are required to quote the diocesan charity registration number (248887) on their proforma gift aid declarations. Just to clarify: the only time that you can quote a charity registration number in this context is when your PCC has its *own* registration with the Charity Commission. If you are not currently registered directly with the Charity Commission you do not need to quote any registration number. If you have been using the diocesan number (248887) then I would be grateful if you could delete this from all relevant materials.

### **Annual Financial Returns 2009**

Thank you to those who have already sent in the Finance Returns form and a copy of the PCC accounts for last year. To date we have received copies of accounts from 79 out of 332 parishes, and we have received 60 Finance Returns. It would be helpful if we could receive the outstanding returns by the end of May if at all possible so that we can collate this information, partly for our own purposes and also for sending on to the Church Commissioners. Additional copies of the Finance Return proforma can be downloaded from:

<http://www.stalbans.anglican.org/Resources/Finance/Finance-Forms>

If you foresee any problems in sending in your returns by the end of May then please let me know.

### **Association of Church Accountants and Treasurers**

I enclose material recently published by ACAT:

- April Newsletter,
- Handbook Supplement on Community Infrastructure Levy,  
(Email recipients will find links to the above two documents at <http://www.acat.uk.com/acat/page3.html> )

and

- a flyer for the ACAT Annual Conference in London on Saturday 26<sup>th</sup> June at The Senate House, University of London,  
(<http://www.acat.uk.com/acat/Flyer%20-%20Summer%202010.pdf> )

The newsletter includes some important information about the Listed Places of Worship Scheme and changes to the Gift Aid relief receivable after the end of the tax year ended 2010/11.

### **Finance Pages on the diocesan website**

The “home page” for the Finance Section can be found at:

<http://www.stalbans.anglican.org/Resources/Finance> Please bookmark this page in your web browser.

I am regularly adding to the content of these pages as new information comes to hand and in response to questions received from parishes. Recently added pages are on

PCC Annual Reports:

(<http://www.stalbans.anglican.org/Resources/Finance/PCC-Annual-Reporting>)

and Parochial Fees:

(<http://www.stalbans.anglican.org/Resources/Finance/Parochial-Fees> ).

### **PCC Registration with the Charity Commission**

My records indicate that out of the 75 parishes who applied last year, (due to their parish income being above the registration threshold of £100,000), 73 have now successfully registered with the Charity Commission.

As the 2009 Accounts are now being signed off, further parishes will now find that their latest annual income also crosses the £100,000 registration threshold for the first time. If this applies to you then I hope that you will find the following page of the Diocesan website a useful starting point as you begin to organise your own registration application:

<http://www.stalbans.anglican.org/Resources/Finance/PCC-Registration-with-the-Charity-Commission>

If, after having looked at the above, you would like further guidance, then please let me know.

Martin Bishop