

15 December 2020

Dear Treasurer,

Cc Incumbents, Deanery Organisers, Rural Deans and Lay Chairs

## **Parish Share update / Year End Letter from the Finance Team**

Within this letter you will find the following:

1. Parish Share 2020
2. Parish Share 2021
3. Standing Orders and Remittance Advices
4. Payments made in January 2021
5. Online Share information
6. Parish trusts
7. Parish Resources
8. Parochial Fees
9. Diocesan Office Christmas Closing

### **1. Parish Share 2020**

Thank you so much for all your efforts so far this year in raising parish share in what we all know has been a challenging time. At the end of November, we received £5.08m which is 70.6% of the original target. Whilst this is £0.42m less than the same time last year, we recognise what an achievement this is and the efforts so many of you had made to reach this. We appreciate how hard our parishes are working towards paying as much as they can, and our accounts will remain open until 31 January 2020 to receive payments towards the 2020 parish share target of £6.87m (net of agreed waivers).

We continue to send out statements on a monthly basis and you should have received a statement (via email) as at 3<sup>rd</sup> December 2020 and so your next statement is due on 3 January 2021. If you haven't already done so, please do check that that payments you have made have been received and allocated to you correctly.

If you are in any doubt of your parish share target for this year, please contact your Deanery Organiser who can advise. Alternatively we produce a monthly share report which provides the targets and current balances and can be found on the website at [Diocese of St Edmundsbury and Ipswich | Parish share \(cofesuffolk.org\)](http://Diocese of St Edmundsbury and Ipswich | Parish share (cofesuffolk.org))

**Please note that we will close our books for receiving payments which relate to parish share in 2020 on 31 January 2021.**

### **2. Parish Share 2021 allocation**

The Diocesan Synod approved the parish share allocation for 2021, and we have been working via Deanery Organisers to share the deanery breakdowns with benefices over the last few weeks.

As in previous years the share has been allocated at a benefice level and it is for each benefice, working with the Deanery Organiser, to apportion the allocation amount to the parishes both in your benefice and across the whole deanery. Some deaneries and



benefices have already done this and returned their allocations, but if you have not as yet done so, please contact your Deanery Organiser (or if there is no Deanery Organiser, the Rural Dean and/or Lay Chair) to do so. We need to be able to allocate at this level in order to set up the reporting processes for 2021. We do accept that, given the continuing uncertainty and challenges that we all face, that this may take a little more time than normal, but please do try to submit parish allocations as soon as practicable in the new year, and certainly in time for us to report parish share at the end of February 2021.

We have attached a benefice proforma which you may find useful if you need to provide a breakdown of share. Where your Deanery Organiser has sent in or intends to send in a breakdown for the whole Deanery, then there is no need to return this information.

**As far as possible, we need all the allocations back regarding 2021 share by Sunday 28<sup>th</sup> February 2020.**

### **Financial Support**

We recognise that some benefices and parishes may struggle to meet their parish share in 2021, and we will continue to offer short - medium term support where we can. Recognising the difficulties some have faced in 2020 and the continued uncertainties for 2021, we are reviewing how best we can offer this support, given our resources are constrained and limited and will let you know in the new year how best we aim to do this.

If you do believe that this situation applies to your parish or benefice, your first contact is your Deanery Organiser. If you are unsure who this is, please contact Lee Jukes who will gladly assist.

We have been truly heartened by the many parishes who have been able to pay more than their requested parish share for 2020 and have given generously towards the overall forecast Diocesan deficit of £1m. Together with a £0.6m grant from National Church towards our finances, this has made a significant contribution towards the overall financial situation.

For 2021 we are aware that there are several parishes who cannot meet their share, some of which fall short by a significant amount. If you would like to assist the poorest parishes to meet their share, please contact your Deanery Organiser in the first instance. If none of your Deanery require support, then please feel free to contact us (contact details at end of this letter).

For our forward planning and budgeting, communication is key. Please keep us informed of any issues which may arise which inhibit your ability to pay your share.

### **3. Standing Orders and Remittance Advices**

Please find enclosed a standing order form and some remittance advices. Further copies are available on the diocesan website under Parish Share in the "For Parishes" section (<https://www.cofesuffolk.org/parish-finance/parish-share>).

**Please consider paying your parish share by direct bank transfer where this is possible through on-line banking. With current government guidelines in**



**place, our time in the office is limited and helps us to process payments more efficiently and directly.**

If you do wish to pay all or part of your 2021 parish share by standing order, please complete the form as soon as possible and return it to the office. It will then be recorded and returned to your bank. Please ensure that any references you use for this include your parish name (this can be a shortened version to save space) and "Share 21", this helps us to ensure that it is allocated to the correct parish and year.

If you are paying by BACS please ensure that any references are the same as above, with your parish name and "Share 21". Please email us to let us know that the payment is coming and what it is for to the following email address [remittance@cofesuffolk.org](mailto:remittance@cofesuffolk.org).

The remittance advice is for those parishes who are still paying by cheque. Please ensure you include some paperwork which clearly states the name of the parish and what the payment is for.

#### **4. Payments made in January 2021**

Please ensure that all payments in January 2021 are clearly marked to show which parish and year they are for. If you make a payment in January which doesn't show the year and your parish still has a balance outstanding for 2020 the team will try to contact you to check which year you are paying, **however if this is not possible they will automatically allocate the payment to 2020. Please help us by being clear which year you are paying for!**

#### **5. Online Share Information**

A monthly share report is produced for the diocese and can be found on the diocesan website <https://www.cofesuffolk.org/parish-finance/parish-share>

This is emailed to Deanery Organisers, Rural Deans, Lay Chairs and Incumbents every month.

#### **6. Parish Trusts**

For those parishes for which we hold trusts, we endeavour to send out the accounts (although we are reliant on external information), by the end of January 2021. I appreciate that everyone is busy trying to collect information for their accounts, but please can you avoid ringing us to chase the trust figures until early February as this can delay the process for everyone.

#### **7. Parish Resources**

Help and advice for treasurers can be found on the Archbishop's Council website at <http://www.parishresources.org.uk/>. This includes detailed guidance on how to claim gift aid small donation relief at <http://www.parishresources.org.uk/giftaid/smalldonations/>

For any queries or advice on stewardship, giving including the Parish Giving Scheme (PGS) and resources, please contact Lee Jukes or Julie Podd, who are both happy



to support you. Further details are available - [Diocese of St Edmundsbury and Ipswich | Making your parish sustainable \(cofesuffolk.org\)](http://www.cofesuffolk.org)

## **8. Parochial Fees**

The fees table for 2021 is now available on the diocesan website on the parochial fees page: <http://www.cofesuffolk.org/parish-finance/parochial-fees>

## **9. Diocesan Office Christmas Closing**

The Diocesan Office will be closed for routine matters from Thursday 24<sup>th</sup> December to Monday 4<sup>th</sup> January 2021.

Again our thanks for your commitment and efforts throughout a challenging year! We look forward to working with you and supporting you in your parishes in 2021 and may we take this opportunity to wish you and your church members a merry Christmas and happy new year!

Thank you,

Yours sincerely,

Gary Peverley

**Finance Director**

### **Attachments:**

Parish Share 2021 Benefice breakdown Proforma

Standing Order Form

Remittance advice slips

### **Contact details:**

Philip Keeble

[Philip.keeble@cofesuffolk.org](mailto:Philip.keeble@cofesuffolk.org)

01473 298506

Lee Jukes  
219534

[lee.jukes@cofesuffolk.org](mailto:lee.jukes@cofesuffolk.org)

01473 298551 / 07721



THE CHURCH  
OF ENGLAND  
Diocese of St Edmundsbury  
and Ipswich

**Growing in God**

Elena Stephenson  
403794

[elena.stephenson@cofesuffolk.org](mailto:elena.stephenson@cofesuffolk.org)

01473 298580 / 07904

Julie Podd  
556186

[Julie.podd@cofesuffolk.org](mailto:Julie.podd@cofesuffolk.org)

01473 298555 / 07826

Gary Peverley  
634525

[gary.peverley@cofesuffolk.org](mailto:gary.peverley@cofesuffolk.org)

01473 298575 / 07879