

Finance Debrief—8th April 2020



So much information is coming through the inbox it is easy to miss something so we are sending you a debrief of some of the things you might have missed or one or two things you may not know and some of the changes which have been put in place following the Government restrictions on our daily lives.

APCMs, Elections etc

The period for holding the Annual Parochial Church Meeting (APCM) in the year 2020 is extended to 31 October 2020 (and accordingly, the time for electing parochial representatives of the laity to the deanery synod and to the parochial church council, and for transacting other business of the meeting, is extended to that date). Details of the Bishops Instrument can be found on the Covid-19 Finance pages of the website.

Diocesan Fees Waived

From 26 March, all DBF fees are waived at present for funerals which means the DBF column goes to zero. There have been questions over the PCC £30 for Crematorium funerals, as the DBF have allowed the PCC to retain £30 on these services it forms part of the DBF statutory fee so the £30 for Cremation fees due to the PCC is therefore waived.

Where we have been more relaxed is with the PCC fees for Graveside funerals etc Included within that element is a future liability costs such as maintenance of the churchyard. So where need be the PCC can charge their fee for churchyard funerals, where the funeral is say in a cemetery or a place where the PCC have no

Parish Share

Please try to avoid sending cheques to St Mary's House. We are only permitted to enter the premises very infrequently during this time and unable to get to the bank regularly. If you would like us to collect payments from you by Direct Debit please go to our Finance and Covid-19 website and download a form. You may email this to us and we can collect any amount on any date during the month. These amounts can vary and you can change them up to 5 working days before the date it is due. If you would like to send a bank transfer please use Account number 00030004 LDBF Sort Code 30-95-04.

We really need parishes to continue paying Parish Share regularly each month to hold Share at a level each month which will support and help others. We accept that you may need to reduce the amount each month but it is important to maintain a level of share each month.

future liability then we would suggest the fee is waived.

House for Duty (HfD) – we are aware that this role may be slightly different and a HfD will lose a source of income. It is hoped that in the circumstances the HfD will waive the fee however if they wish they can claim their element off the DBF direct.

Retired clergy, should claim their 2/3 element off the DBF direct, however in line with the government advice we would hope that many of our clergy would be self-isolating and staying safe.

Gift Aid Claims 2019/2020

Please continue to send your completed Gift Aid claims into the office if you are able, these will be picked up and dealt with as soon as possible. We are also accepting turnaround reports and Sheet H claims via email so if you have the facility please scan them to

finance@lichfield.anglican.org

Parish Employees

We have been busy advising parishes who use the diocesan payroll about furlough leave for their employees. Please note that as from 1 April 2020 the National Minimum Wage is increased from £8.21 per hour to £8.72 per hour. This is a legal requirement and will be automatically adjusted for employees who are paid these rates.

Church Buildings

Following the Prime Minister's announcement of 23rd March, the Archbishops have written to clergy in support of the measures and again on 27th March, requiring that churches must now close both for private worship and public services.

Our church buildings are therefore now closed for public worship, private prayer and all other meetings and activities except for vital community services until further notice.

<https://www.churchofengland.org/more/media-centre/coronavirus-covid-19-guidance-churches>

Church Insurance

Church Insurance is due for renewal in May 2020. Please make sure you use the Direct Debit option to renew your insurance, there is no penalty for paying insurance by instalments. EIG would also like to point out that paying less premium by increasing the excess is not advisable during these times. If you have difficulty in paying your church insurance, please get in touch with us here at the Finance Department

finance@lichfield.anglican.org

Loans and Grants

All Diocesan Loans are suspended, no interest payments are being collected between March and June 2020 and this is under review. All Diocesan Grants are suspended until further notice.

Just Giving and Giving Direct

Hopefully you are all now aware of Just Giving and Giving Direct. These are both resources designed to help your congregations give if they wish to while the church building is closed. Please have a look on the website www.lichfield.anglican.org

The Finance Department

Please be aware that some of our finance department staff may now be on furlough leave. Those that remain are working from home. Please direct all queries for members of the Finance Team to finance@lichfield.anglican.org and we will ensure it gets to the right person.

We thank you for your patience during these unprecedented times—please stay safe!

Best wishes from The Finance Department

