



DIOCESE OF  
LICHFIELD



**The Church of England**  
around Staffordshire, northern  
Shropshire and the Black Country

## Finance Training for Clergy 2018

**Tuesday 13<sup>th</sup> November 9.30am to 4pm at Shallowford House, near Stafford  
([www.shallowfordhouse.org](http://www.shallowfordhouse.org))**

This course is aimed at clergy to give a general understanding of finance matters faced by the PCC and the treasurer in particular.

It will cover the following:

- the legal framework
- the role of a treasurer
- budgeting
- principles of charity accounting
- record keeping
- annual report and independent examination
- wedding and funeral fees
- as well as a little on Gift Aid, VAT and Employment.

Transport can be arranged from Stafford Train and Bus station, if you would like to come by public transport – please let me know.

It is also a wonderful opportunity to get a better understanding of parish finances and to ask any questions you may have – either during the talks or during the coffee and lunch breaks. Both courses include a light lunch and are free to attend.

Please email [finance@lichfield.anglican.org](mailto:finance@lichfield.anglican.org) if you would like to book a place.

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