

# Finance Debrief — March 2021



So much information 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.

## Finance Department Drop-Ins

We are delighted to announce a new series of weekly drop-ins via Zoom where you will be able to speak directly to members of the Finance Department on topics which concern Finance. Our first drop-in before Easter will be about Annual Accounts so look out for the Finance Alert which tells you how to register. We hope this will be the start of a rolling programme through the Summer headed up by different members of the Finance Team. If you have any topics you would like to be included please email [parishresources@lichfield.anglican.org](mailto:parishresources@lichfield.anglican.org)



## Gift Aid Claims 2020/2021

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](mailto:finance@lichfield.anglican.org)

*giftaid it*



## Giving Direct

Another way to ensure you receive regular donations monthly and again with the Gift Aid already included. This has become extremely popular, one parish has had over 20 people sign up. Please download the form from the Diocesan website and either pop it in the post or if you have the facility scan a copy to [finance@lichfield.anglican.org](mailto:finance@lichfield.anglican.org)

## Parish Projects

Are you planning a project in 2021? Please contact the diocesan office and tell us about it. We may have access to resources for possible Grant Funding or help with a diocesan loan? Look out for our Drop In Session about Trusts Loans and Grants at 12:00 Midday Wednesday 31 March 2021.

Register in advance for this meeting:

[https://us02web.zoom.us/meeting/register/tZAvfuCqpiMpH9PcR9MXqLSze093x7\\_BPK5F](https://us02web.zoom.us/meeting/register/tZAvfuCqpiMpH9PcR9MXqLSze093x7_BPK5F)

## APCMs, Annual Accounts

The date for holding the Annual Parochial Church Meeting (APCM) in the year 2021 is 31 May. This was a change made to the new Church Representation Rules (CRR); "Also [i.e. "also" a CRR requirement], a copy of the annual accounts must be submitted to the Diocesan Office within 28 days of holding the APCM". This can either be in paper form through the post to St Marys House or ideally, by email to [rpf@lichfield.anglican.org](mailto:rpf@lichfield.anglican.org)

## Return of Parish Finance

Please do not wait until the APCM to submit your on-line Return of Parish Finance. We are happy to receive any unapproved PCC Accounts and Financial Statements by email to [rpf@lichfield.anglican.org](mailto:rpf@lichfield.anglican.org). To complete the form, please go to <https://parishreturns.churchofengland.org>. If you require any log-on details, please email [rpf@lichfield.anglican.org](mailto:rpf@lichfield.anglican.org) to request this. The date to submit your Return of Parish Finance is 31 May 21

Please note that the arrangement for £30 to be retained by the PCC for Cremations agreed for 2020 will remain in place for 2021.

Parochial Fees	Table of Parochial Fees from 1 January 2021		
	Fee payable to DBF	Fee payable to PCC	total Fee Payable
	£	£	£
Funeral service at crematorium, or funeral service (including burial of body or burial or other lawful disposal of cremated remains) in cemetery	169	30	199
Funeral service in premises belonging to funeral director, whether taking place before or after burial or cremation	169	30	199

## 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. 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, you can change them up to 5 working days before the date it is due and we can use this for collecting fees or any other payments due to the Board. If you would like to send a bank transfer please use Account number 00030004 LDBF Sort Code 30-95-04.

We are very grateful to our parishes for their response in continuing to paying Parish Share regularly each month and to hold Share at a level each month which will support and help others. We accept that you may need to reduce the amount but it is important to maintain a level of share each month.

## The Finance Department

Please be aware that our staff are working from home. Please direct all queries for members of the Finance Team to [finance@lichfield.anglican.org](mailto: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 continue to stay safe!

**Best wishes from The Finance Department**

