

## **Money Matters Finance Newsletter**

**July 2019**

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### **Annual Return of Statutory Accounts and Finance Statistics**

Thank you to all of those who submitted their statutory annual accounts and finance statistics returns via the [online portal](#) by the deadline of 31<sup>st</sup> May. If you have not yet completed this you must complete this now. The [portal](#) has been kept open until 31<sup>st</sup> July to allow late parishes to submit their return.

### **Insurance for Special Events**

As we get into the summer season lots of churches will be thinking about their annual summer fairs and BBQs etc. A reminder that before putting on these events, and any other special events throughout the year, you must do two things to ensure that you will be properly insured:

- a) Discuss the event at the PCC and minute that you will be running it as a PCC event
- b) Undertake a risk assessment. A risk assessment template from Ecclesiastical insurance can be found [here](#) (NB other providers may have their own templates).

If you do not do these two things your insurance company (including Ecclesiastical) may decide not to pay out in the event of an incident.

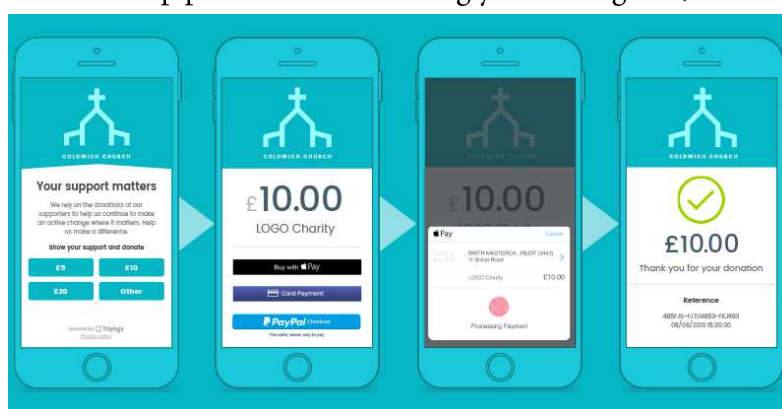
## QR Codes for Encouraging Giving

Parish Buying has recently launched an exciting new method of giving via QR codes. You may have seen these codes in places like museums where they can be scanned by anyone with a smartphone to direct them to the museum's website or donation page. You can now register for one of these codes which is **unique to your church** and which will allow any visitor to your parish to **scan the code and donate to the**



**church.** The codes can be added to posters, pew sheets, parish magazines and many other options.

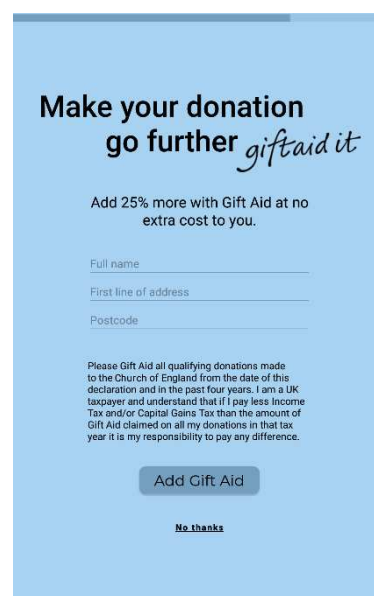
The only cost is a transaction fee of 3.7%+20p per donation meaning you can register, create and display your code for free and only pay when someone donates. In addition, the donation process (shown to the right) includes an option to Gift Aid the donation.



You can find out more about how QR codes work and register for your code by [visiting Parish Buying here](#).

## Contactless Donation Gift Aid Capability via SumUp

SumUp, one of the Contactless Card Payment Providers partnered with the National Church's [Parish Buying](#) are now able to provide a Gift Aid screen for contactless and Chip & PIN donations. Earlier this year SumUp brought out their specialised donations app, [Give a Little](#) (not available on Apple), and by upgrading to the premium version you can tailor the screens with your logo and have the capability to ask people to Gift Aid their donations, as well as collect the required information via the screen shown to the right. The premium app costs £10 per month or £108 for one year and you can upgrade via your existing [SumUp account here](#).



A couple of notes:

1. You will still need to submit the Gift Aid claim to HMRC.
2. GASDS can be claimed on contactless donations of up to £30 (from 6<sup>th</sup> April 2019)
3. If you do not have SumUp, or the premium version of Give a Little, then you can claim Gift Aid by asking the donor to fill in a declaration on an envelope or other declaration form and then noting the amount, time/date and method of donation on the back.

## Parish Giving Scheme

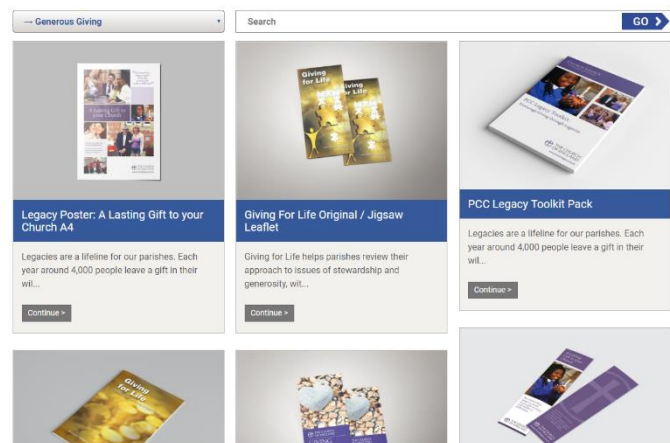


Nearly 100 churches in the London Diocese are now registered with the Parish Giving Scheme which is a really effective method for people to use for their regular planned giving to your church. The Parish Giving Scheme is a national scheme with 41,000 donors contributing over £3m a month between them to their local churches.

The Scheme automatically collects Gift Aid on each donation and returns it to the PCC on a monthly basis. You can read more on [our website](#) and on the [PGS website](#).

## Ordering Booklets from Parish Resources

Parish Resources have recently updated their ordering process. The different documents [are listed here](#) and include Giving for Life stewardship resources and Legacy resources. Once you click on the [ordering link](#) you will be directed to the new page shown below. If you have any queries about this process please contact Christian Publishing and Outreach on 020 3004 6631 or email them [here](#).



## Gift Aid – Some Clarifications

- ✓ **Foreign Addresses** – these are permissible for use on declarations, as long as the donor has paid sufficient UK tax.
- ✓ **Crossing vs Ticking** – HMRC has agreed that Gift Aid can still be claimed if an X is put in the Gift Aid claim box on a form, even if the form itself says a tick is needed.

- ✓ **Joint Account Donations** – HMRC allow cheques from joint accounts to be Gift Aided, provided the donor has a valid declaration in place. Cheques can be signed by either account owner, including one who does not have a declaration, as long as it is clear the donation itself is being provided by the donor who has signed the declaration.
- ✓ **Handwriting Queries** – where one person has completed several forms on behalf of other donors (perhaps at an event) and consequently the handwriting on all the forms is the same, the declarations are all valid as long as the donor has actually agreed that Gift Aid can be claimed (e.g. has told the person completing the declaration for them). Declarations are also valid if there is a variety of handwriting types on a declaration.

## **Financial Support for Making Religious Venues Safer**

Following a government initiative to reduce incidents of hate crime there is funding available to places of worship (all religions) to improve security. This is a grant scheme with a deadline for applications of 31<sup>st</sup> August 2019. You can find more information and apply [here](#).

## **Spaces to Connect [Community Spaces] Funding**

Community organisations (including churches running community projects) across England looking to improve spaces where people can connect and co-operate can now apply for grants of up to £50,000 from Space to Connect – the Co-Op Foundations £1.6 million partnership with government.

Two strands of funding are available:

**Enhance** – organisations that are using community spaces in innovative and creative ways can apply for grants of £30,000 to £50,000 to help expand activities and embed sustainable ways of working so they can build a more secure future. Revenue and capital funding is available. Applications close at 12pm on Wednesday 31 July. Guidance notes can be found [here](#) and you can apply [here](#).

**Explore** – organisations that want to help communities start to explore ways that local challenges could be addressed through better use of space, and/or identify potential spaces that could be opened up to community use can apply for grants of up to £10,000. Revenue funding only. Applications close at 12pm on Monday 12 August 2019. Guidance notes can be found [here](#) and you can apply [here](#).

## **Contact Details for the Area Finance Advisers**

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