

Methodist Church House
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July 2021

To: All Ministers and Probationers Stationed in the Active Work and All District,
Circuit and Church Treasurers

WELCOME TO OUR JULY 2021 NEWSLETTER

Dear Friends,

We are distributing the link to this newsletter by e-mail to all Ministers, Probationers, District, Circuit and Church Treasurers. Please feel free to forward this newsletter to others who you think may find it useful.

Yours faithfully,



Matt Tattersall
Director of Finance & Resources

Guidance on Standard Form of Accounts for Churches

The Standard Form of Accounts for 2020/21 have been uploaded on to the website and can be found here [Standard Form of Accounts](#)

We want to clarify the position when churches are taking collections on behalf of other charities. Where a church receives donations on behalf of another charity and simply passes the donations on (for example a Harvest collection for All We Can), you should continue to report these donations in the section “money received and passed on to external organisations”. However, if a church council opens a fund for the purpose of receiving donations for other charities, then this fund should be included within the church’s accounts as a restricted fund. This is not a change to the accounting rules, but is an issue on which we have had some queries and have taken the opportunity to clarify the position.

HSBC ‘Safeguard’ process

We are aware of many churches who are customers of HSBC and have been struggling to complete their ‘Safeguard’ process. This is unrelated to Methodist ‘Safeguarding’ and instead relates to the bank’s attempts to counter financial crime and fraud. You only need to undertake this process when contacted by HSBC, however, should you fail to respond to their request it could lead to your account being frozen or closed. Many Methodist churches have already completed this process but have found some of the questions asked rather puzzling. Consequently, we have pushed HSBC into providing additional guidance and this can be found here [HSBC safeguard guide](#). Should you have any further difficulties with the process you should contact HSBC in the first instance. However, we are currently able to escalate complaints within HSBC should they be unable to resolve the issues you raise with them. For the sake of clarity, the previous pause in this process that we reported in earlier newsletters is no longer in place.

Conference Resolution Concerning Funding of the Pension Schemes

A communication was sent out with the ‘Conference Digest’ explaining the resolution that was passed at the 2021 Methodist Conference in relation to the funding of the Pension Deficit from reserves. If you have not already seen this, please find it here [Pension Funding Communication](#) . Further information on how payments can be made to the Pension Reserve Fund will be communicated in due course.

Ministerial Grants

From time to time, we need to update the various forms that are used for ministerial grant applications. Please see the website for the latest forms [Ministerial Grants](#) .

We are happy to receive all forms and supporting information by email at ministerial.grants@methodistchurch.org.uk

Zoom

As you will be aware from previous newsletters the Connexion has negotiated a Zoom contract to cover all churches, circuits and districts. Subsequently, the Methodist Council has agreed to use a grant from the All Churches Trust to pay for the first year of the contract. This means you will only need to pay for the new Zoom licenses should the contract be renewed from September 2022.

Association of Church Accountants & Treasurers (ACAT)

ACAT provide a range of resources and training for treasurers. The cost of membership has already been covered from Connexional Funds so and if you would like to join for free please find details at: [ACAT](#).

The ACAT annual conference commences on line from Saturday 9 October culminating with an in-person event (that will also be live streamed) from Westminster Central Hall on Saturday 16 October.

Online giving and contactless card readers

As services and events in our churches restart following the lockdowns you may be considering installing contactless card readers as an alternative method of giving. Dona is a Christian Company providing these products particularly for the church market, see donadonations.com. Whilst there are other companies that provide similar services, we have negotiated with Dona to offer a reduced rate to Methodist organisations. In addition, all Methodist organisations can make use of a free online webpage for online donations. Further details can be found at [Webpage for Online Donations](#).

Stipends

September 2021 Stipend Costs

For Circuits we shall send the draft Debit Statement for the month of September 2021, which incorporates all the amendments we have received to date.

Can you please check the following?

- the persons listed in your debit statements
- amounts paid to each person
- relevant circuit CFB/bank account details for collection of the costs.

If you identify any amendments, please e-mail the Payroll Office on Stipends@methodistchurch.org.uk **no later than Friday 20th August**. We require your amendments before 20th of August to ensure amendments are processed before the September pay run. If you would like to speak to a member of the payroll team, please call **020 7467 3764 or 020 7467 3780**. We would still require your instructions by email for us to process them.

Computers for Ministry

The Computers for Ministry Allowance for 2021/22 is £171. This will be paid with the October 2021 stipend. It is payable to all ministers except for those whose computing facilities are provided at their place of work. The allowance is non-pensionable and subject to tax and National Insurance. (The annual allowance is a cost to circuits and this amount will be included in the October invoice).

Circuit Mergers and Updates to Treasurers contact details

Please let us know if your Circuit has merged with another from 1st September 2021. We need the details of the Treasurer of the combined Circuit and the nominated CFB or bank account for cash collections.

Additionally, please update us with any changes to Treasurers' contact details to ensure you are kept up to date with all relevant communications (via email).

Contacting the Finance Team

The contact details for Finance team can be found on the Finance page of the Methodist Church website at [contact-the-finance-office](#).

Particular contacts are as follows:

For the Ministers payroll and benefits please e-mail stipends@methodistchurch.org.uk

For the lay payroll please e-mail payrollbureau@methodistchurch.org.uk

For ministerial grants please email ministerial.grants@methodistchurch.org.uk

For the Gift Aid bureau please email giftaid@methodistchurch.org.uk

If you don't know who you need to speak to then please contact Lesley Roberts our Senior Administrator on 0207 467 5264 or RobertsL@methodistchurch.org.uk