

Diocese of Oxford

Autumn Financial Briefings 2023

Agenda



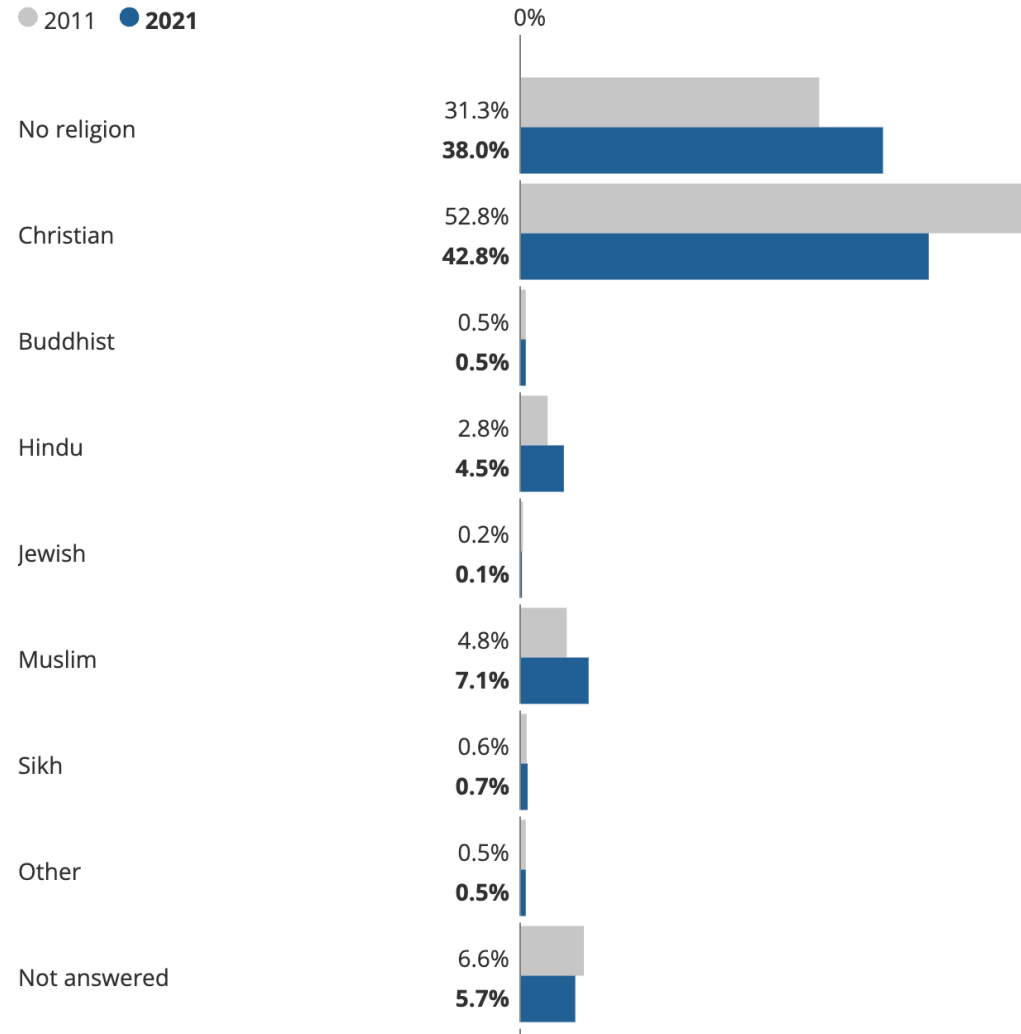
- 9.30** **Welcome and Introductions** - Sir Hector Sants - Chair of ODBF
Opening prayers – Rev Canon Chris Bull – Associate Archdeacon of Buckingham
- 9.40** **The Diocese in 2023 & beyond** – Ven Guy Elsmore – Archdeacon of Buckingham
- 10.00** **PCC Treasurer responsibilities** - John Orridge - Director of Finance
- 10.10** **Legacies** - Joshua Townson - Generous Giving Advisor
- Questions** - Chaired by Sir Hector Sants
- 10.45** **BREAK** – 10 minutes
- 10.55** **Parish Share update (National, Diocesan, limited review)** - John Orridge
- 11.25** **2023 outturn, 2024 budget & draft outlook to 2028** - John Orridge
- Feedback & discussion** - Chaired by Mark Humphriss – Diocesan Secretary
- 11.55** **Closing reflections** - Sir Hector Sants
Final prayers – Rev Canon Chris Bull

The Diocese in 2023 and Beyond



Faith in Milton Keynes

Percentage of usual residents by religion, **Milton Keynes**

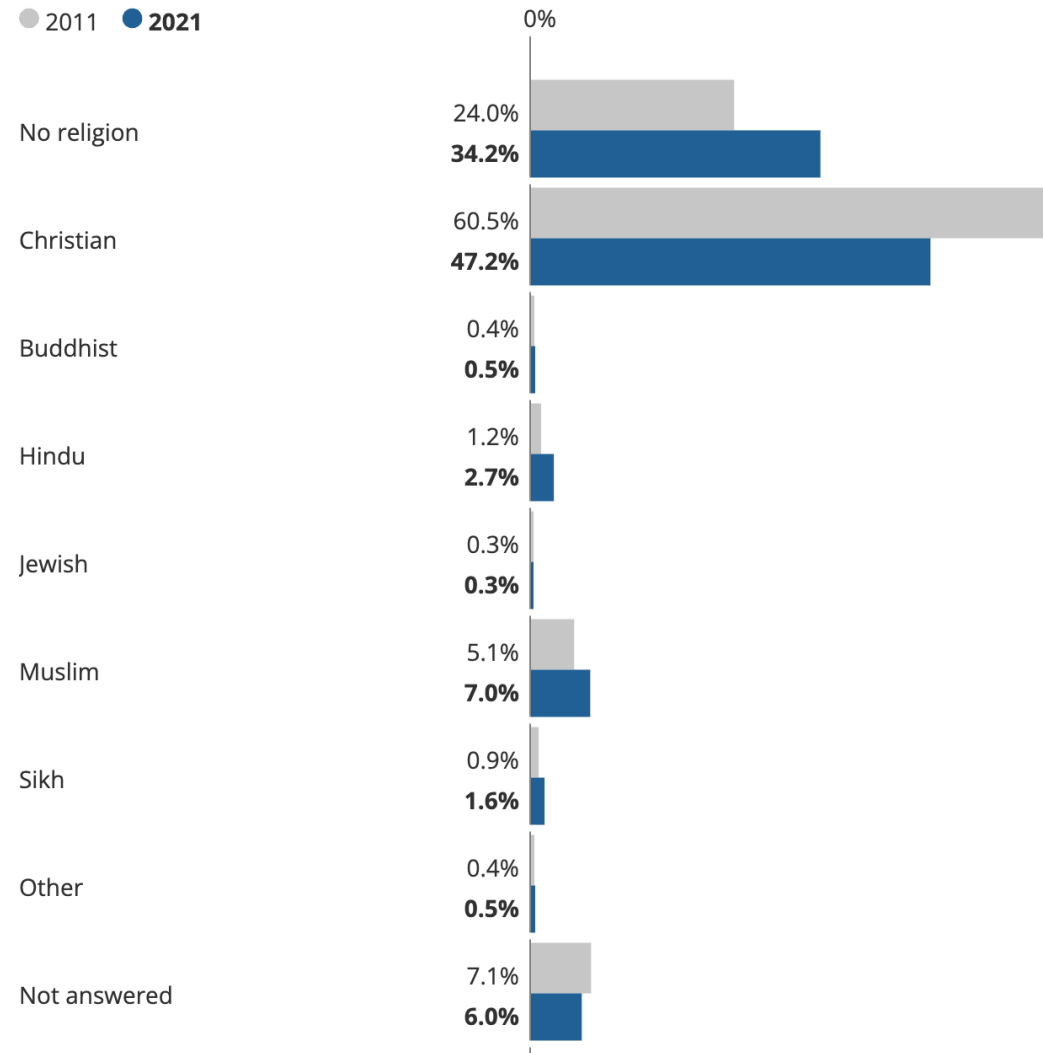


Source: Office for National Statistics – 2011 Census and Census 2021

Faith in Bucks

Percentage of usual residents by religion, **Buckinghamshire**

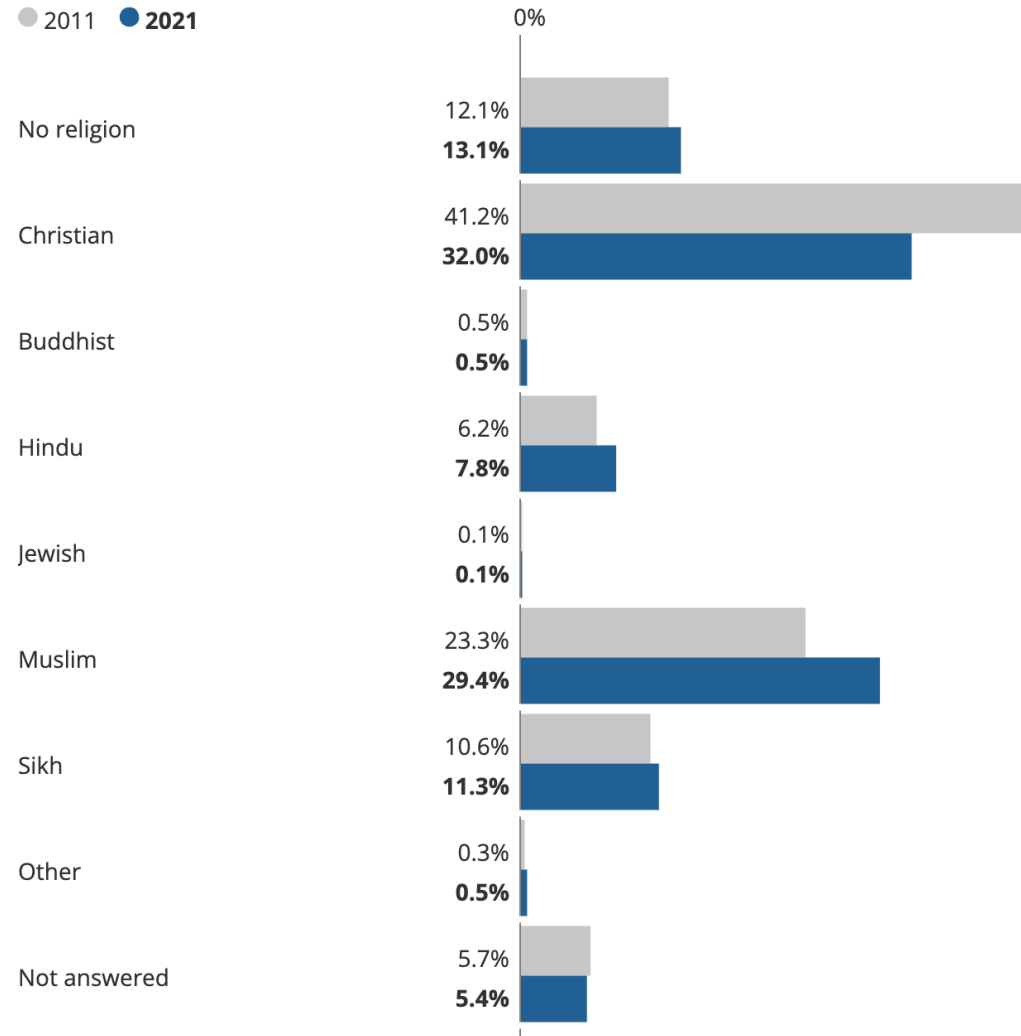
● 2011 ● 2021



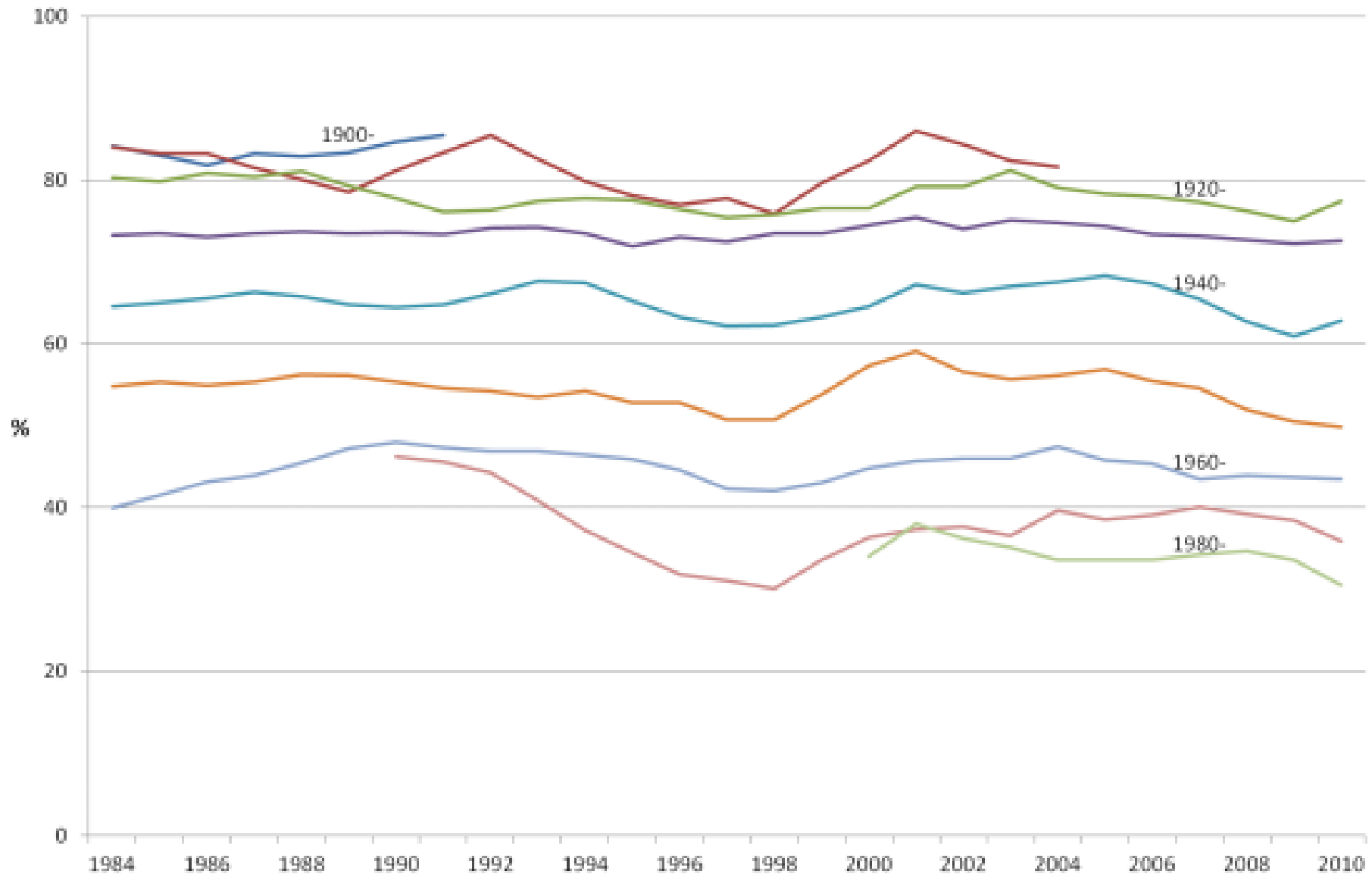
Source: Office for National Statistics – 2011 Census and Census 2021

Faith in Slough

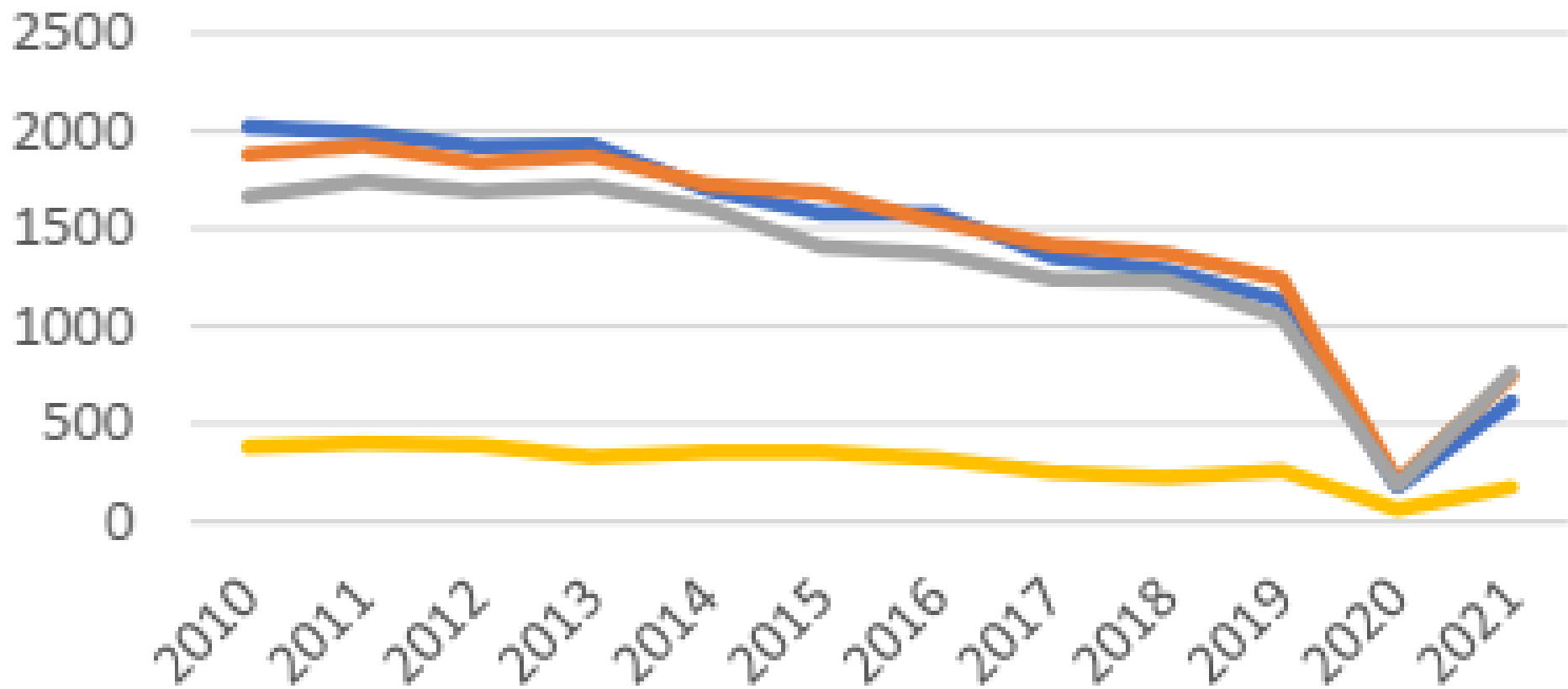
Percentage of usual residents by religion, **Slough**



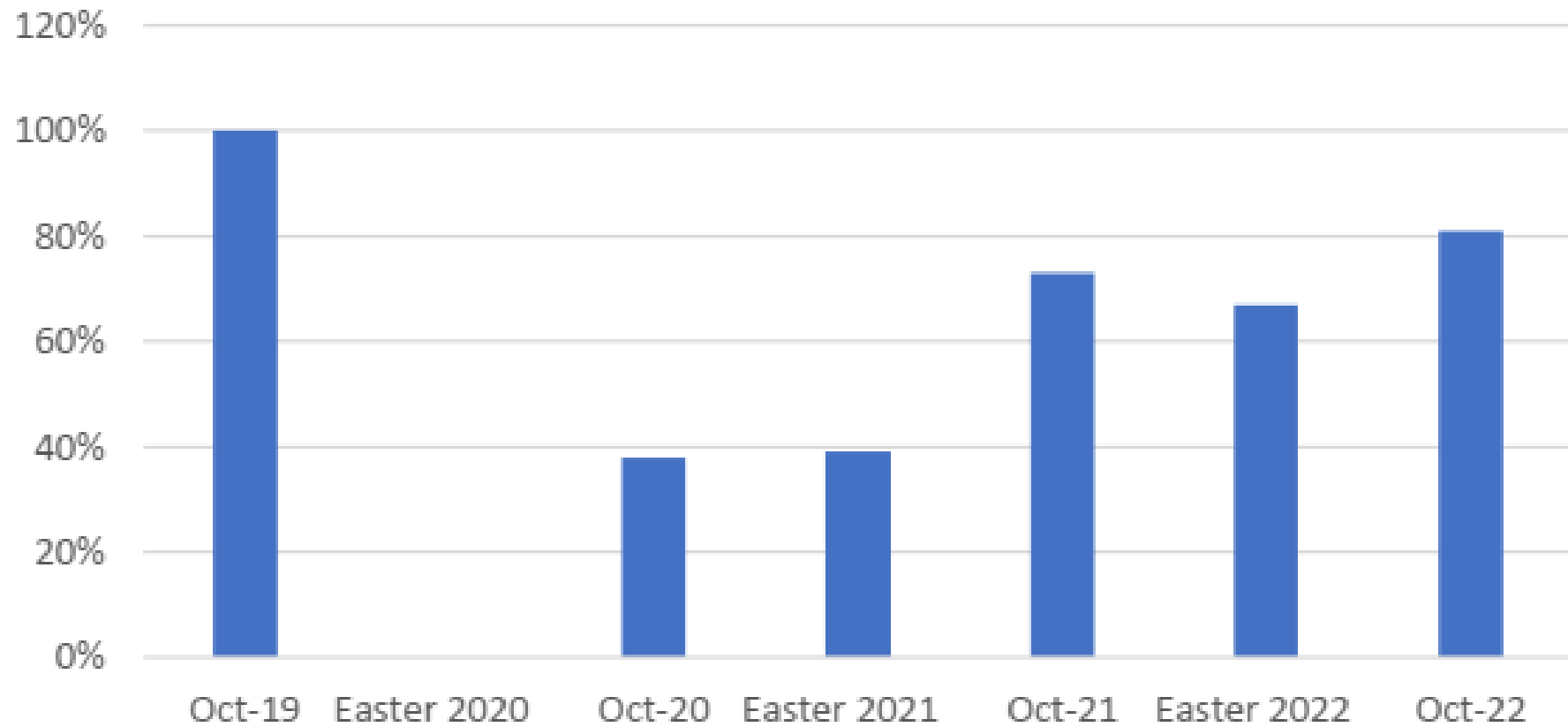
Source: Office for National Statistics – 2011 Census and Census 2021



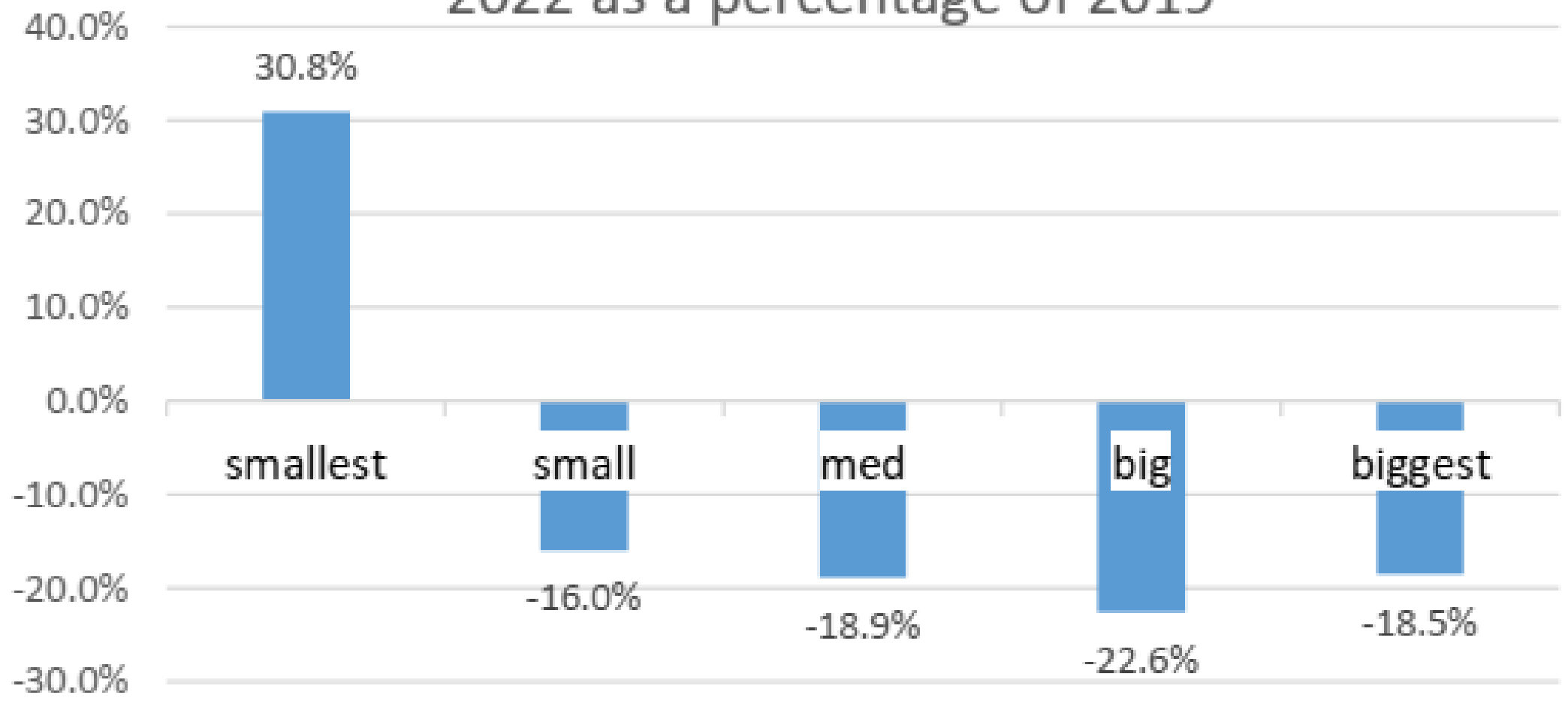
Baptisms by Archdeaconry 2012-21



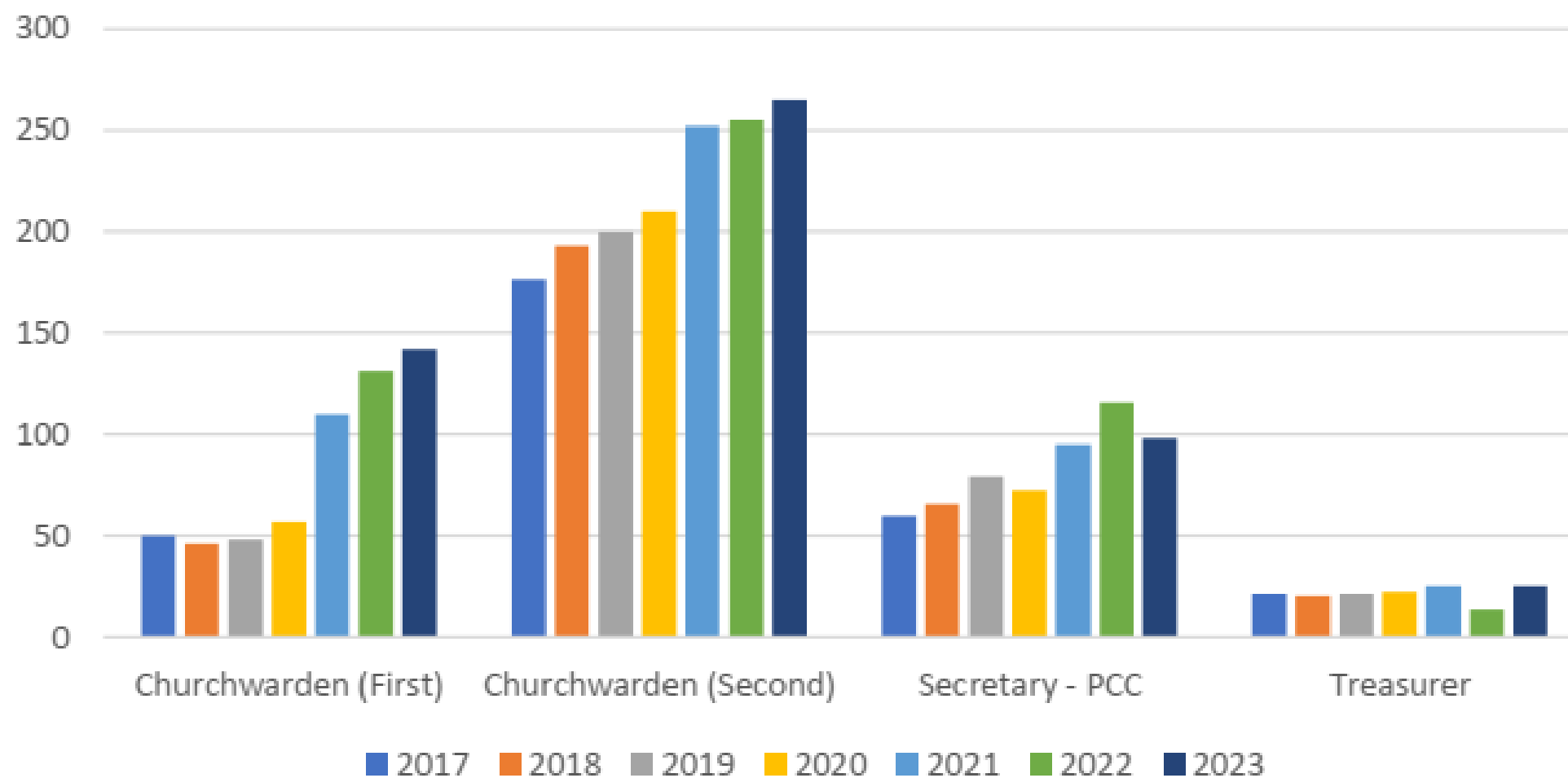
Attendance during and post-covid as compared to 2019



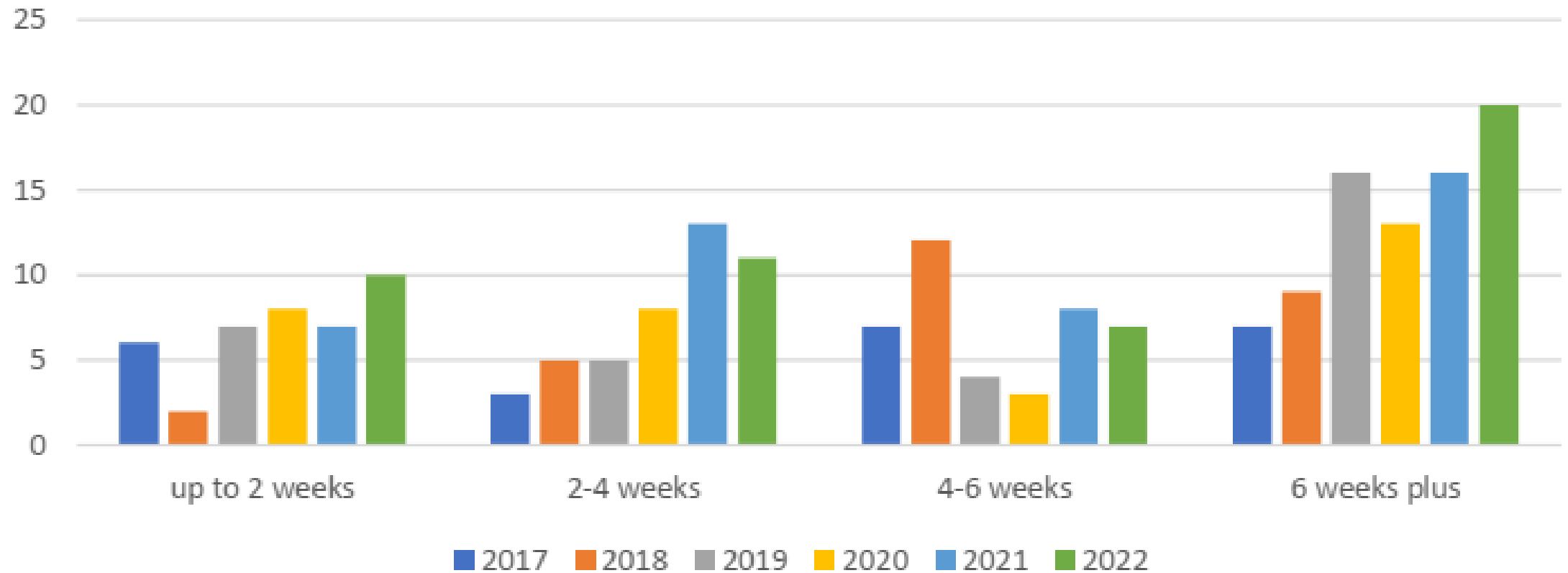
Average Adult Sunday attendance in October 2022 as a percentage of 2019



Parish Officer Vacancies 2017-23 (as at Jan 2023)



Patterns of Clergy Sickness



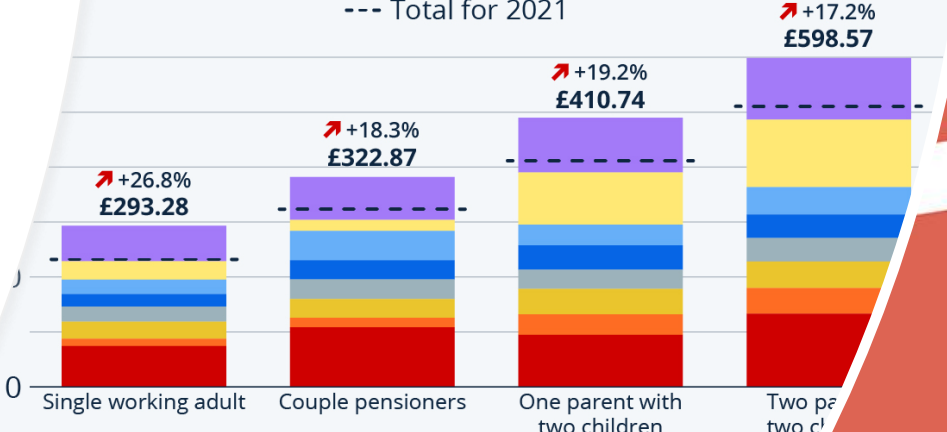
Inflation and Cost of Living Crisis



Hitting All Groups

Amount needed each week to reach minimum standard of living in the UK in 2022

- Food and drink
- Clothing
- Domestic fuel
- Other housing costs
- Household goods and services
- Personal goods and services
- Travel
- Social and cultural participation
- Total for 2021



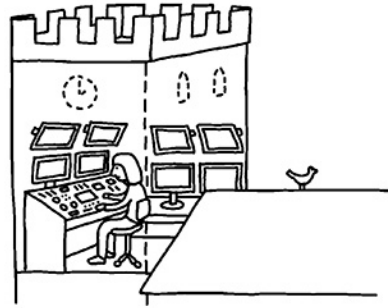


LIVING
IN LOVE
& FAITH

Moving Forward

THE CHURCH ADMINISTRATOR

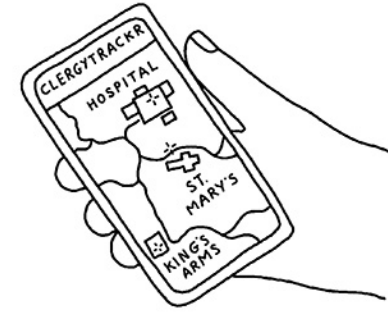
THEIR DUTIES



STAFF THE CONTROL ROOM IN THE TOWER



PUT THE RESERVATION TICKETS ON THE PEWS



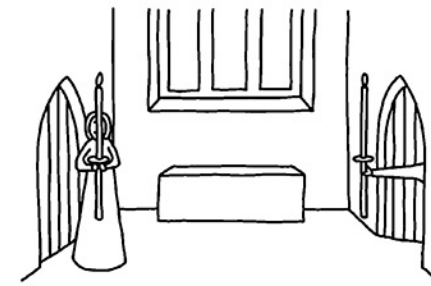
KNOW WHERE THE CLERGY ARE AT ALL TIMES



MAKE SURE THE SERVICE SHEETS ARE DISTRIBUTED

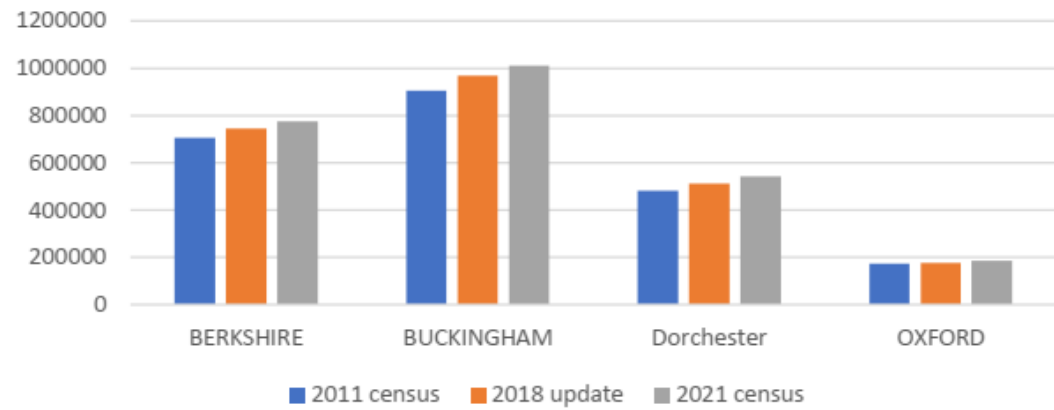


ARRANGE FOR BROKEN THINGS TO BE FIXED



STAND IN FOR LAST-MINUTE ROTA ABSENTEES

Archdeaconry Population, 2011, 2018, 2021



Responses include



Rigorous annual review of the diocesan budget

Determination not to impose clergy cuts

Reviews of the staffing to support parish mission and ministry to ensure it is well-focused and no more than strictly necessary

Practical and financial help to support mission and ministry

No 'one size fits all'

Keep diocesan requests for data etc to minimum

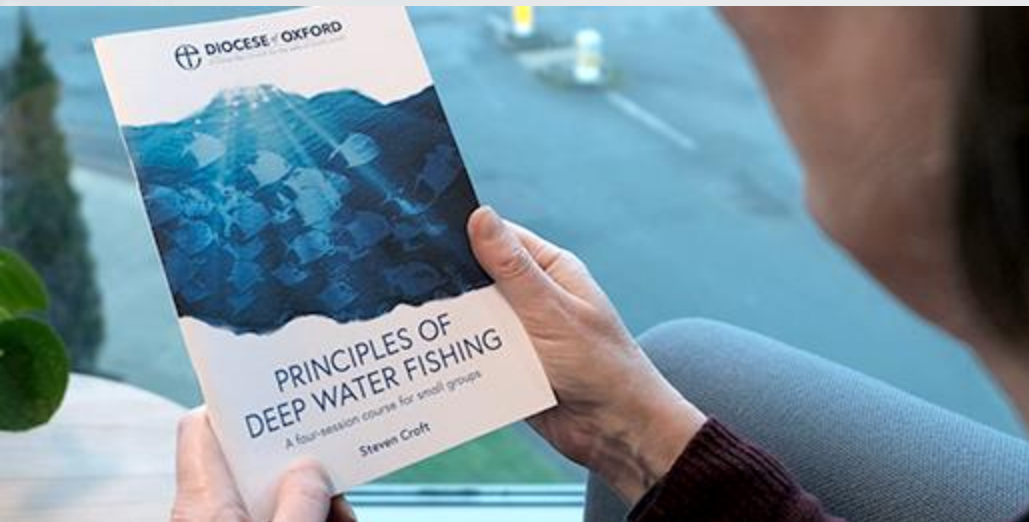
Actively Influencing national Church

1. Environmental action



- **Climate Emergency** – Diocesan Synod declared a Climate Emergency in March 2020 and is committed to reaching net zero target carbon emission no later than 2035.
- **Divested from fossil fuels** – the diocese completed its divestment in April 2021. We're an accredited Eco-Diocese
- **Strong leadership** – +Steven sits on the Lords Select Committee for the environment and climate change. +Olivia is a member of the CofE Environmental Task Group and attended COP26
- **Buildings** – We're investing £10m to upgrade the insulation and energy sources of our vicarages. The Berkshire Area Office is constructed to the best possible energy efficiency standards.
- **Churches** – 120 churches have undertaken energy audits subsidised by the diocese, and currently 153 churches in the diocese have registered with the Eco Church scheme.
 - Have you had an environmental audit?
 - Are you registered with EcoChurch?

2. Christian formation and discipleship



- **Personal Discipleship Plans** – over 500 personal discipleship encouragers trained
- ***Come and See*** – a model of invitation and formation for all churches each Lent with wide-ranging resources. 2022 offer reached over 1,000 people per day
- ***Contemplative Toolkits*** for use in church, school and home now embedded in the life of the diocese.
- **A new diocesan Learning Hub** for lay people launches in 2023
- **Discipleship resources** – a dedicated section on the website includes five study guides written by Bishop Steven oxford.anglican.org/discipleship-resources

3. Growing new congregations



- **Over a hundred new congregations already established**— National grant funding of £2m, matched by the diocese to enable every parish to embrace a mixed ecology of church
- **7 resourcing hubs** – established in Aylesbury, High Wycombe, Milton Keynes (2), Reading, Slough and Witney. **Grants** – over 30 grants made from the Development Fund to help grow new congregations
- **6 greenhouses** – greenhouses are deanery-based support groups to help grow new congregations. A further 8 greenhouses are planned.
- **Understanding the data** – churches continuing with some online services and returning to all their pre-2019 services usually have higher church engagement
- The team would love to hear from your church!

4. Children, young people and schools



- **Contemplative toolkit for schools** – *Space Makers* launched September 2021. Over 100 schools now using it. Further training for churches and schools throughout the year
- **Contemplative toolkit for families** – launched mid-2023
- **Schools chaplaincy** – 15 new Secondary School chaplaincies established. 33 Primary Schools receiving some Chaplaincy (via Secondary Chaplains)
- **Discipleship enablers** – post for each archdeaconry. Tasked to work with churches to introduce the *Disciples Together* 'Five Shifts'
- **Training** – ongoing work to train and mentor those called to work with children, young people and families
- **National bid being worked on.**

5. Addressing poverty and inequality



- **Ukraine crisis** – a matching programme in partnership with Citizens UK resulted in over 220 people matched with families.
- **Cost of Living crisis** – response includes a series of how-to videos for parishes along with 100's of resources for parishes and individuals listed on the website.
- **Community Organising** – partnership with Citizens UK to create *Thames Valley Citizens* across three urban areas. Campaign actions include encouraging companies to employ migrants and for health and social care staff to be paid the real living wage.
- 'How to' films from parishes showing how they are addressing poverty and proclaiming Christ and the church through doing so.

Development Fund – how to apply



Grants up to £2,500 (tier 1)

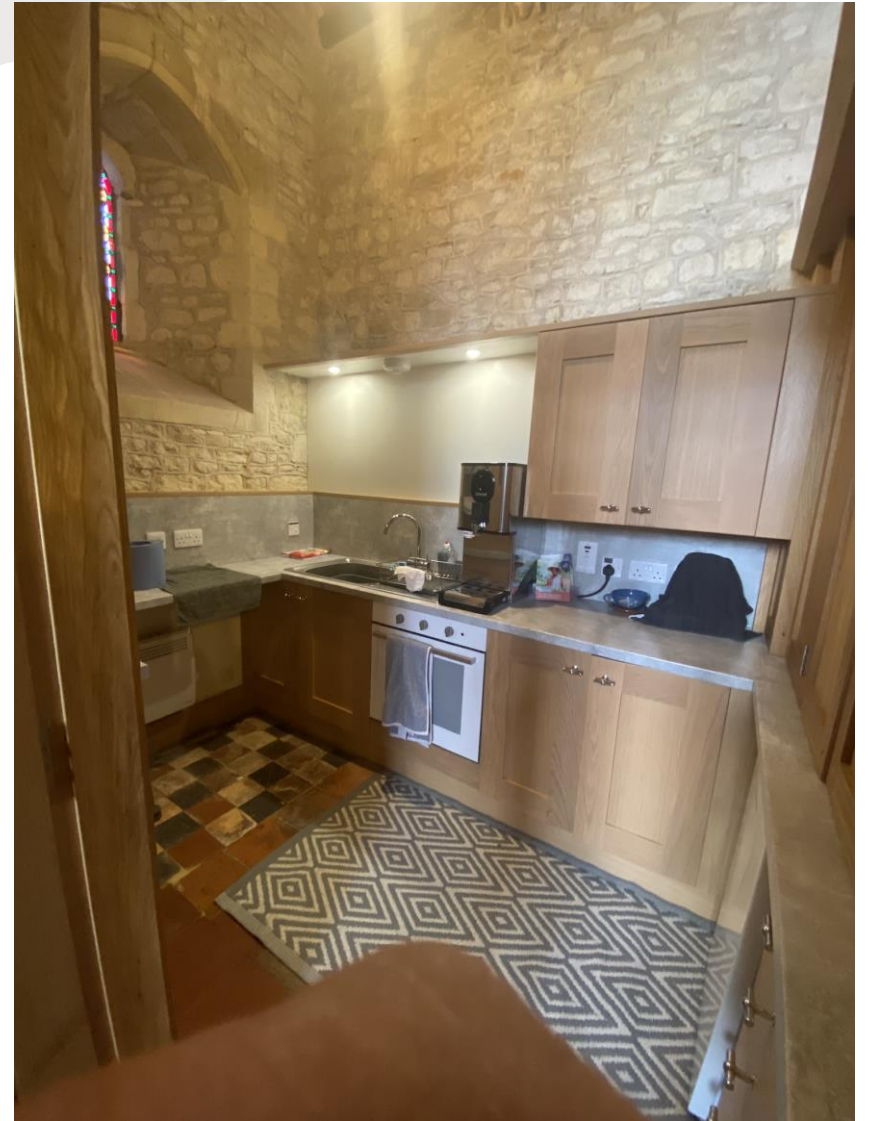
- Parishes, benefices and deaneries
- Short-term, one-off grants to start a new initiative

Grants over £2,500 (tier 2)

- Parishes, benefices and deaneries
- Matched funding expected
- For larger, long-term programmes, including employing staff

oxford.anglican.org/development-fund

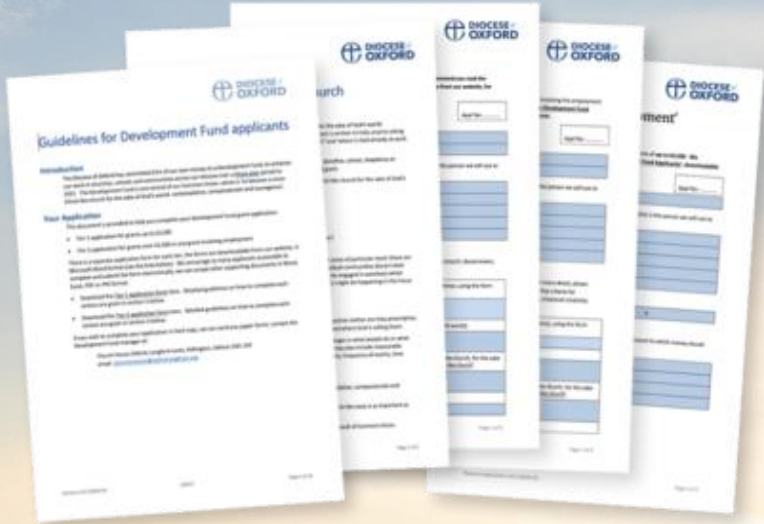
Development Fund



Development Fund



Development Fund: How to apply



Closing dates for applications

31 January

30 April

31 July

31 October

Over £3m awarded since 2019

Deadlines end January, April, June, December

Support from

- Fiona McGrady, Development Fund Administrator
- Parish Development Advisor
- Area Deans / Lay Chairs

Email: Fiona.McGrady@oxford.anglican.org

oxford.anglican.org/development-fund

PCC Treasurer responsibilities

- Key information sources
 - Parish Resources website
 - PCC Accountability (Church of England website)
 - Church Representation rules
 - Association of Church Accountants & Treasurers

Parish Resources

- www.parishresources.org.uk
- **Getting Started – Resources for new treasurers :**
 - [Getting Started – an overview](#)
 - [A New Treasurers Guide](#) – shared with kind permission by ACAT (The Association of Church Accountants and Treasurers)
 - [Record Keeping](#)
 - [Different types of funds](#)
 - [Accounting for different types of funds](#)
 - [Church of England Parochial Fees](#)
- **Accounting & Reporting :**
 - [Overview to reporting and accounting](#)
 - [Thresholds – what you are required to do as your income increases.](#)
 - [Independent Examination](#)
 - [Filling out the FATCA forms \(Foreign Account Tax Compliance Act\)](#)
 - [Reserves](#) – what to do, whether you've got lots, or none!
 - Managing [Restricted Funds](#) & how to tidy up outdated ones.
 - [Managing Risks](#)
 - An overview to [the legal framework for parishes](#)

PCC Accountability

- [1 Introduction and Legal Overview](#)
- [2 Principles of Trust Funds: Accounting and Reporting](#)
- [3 The Annual Report](#)
- [4 Receipts and payments Accounting](#)
- [5 Receipts and Payments Accounting Example](#)
- [6 Accruals Accounting?](#)
- [7 Financial Statements \(Accruals Accounting\)](#)
- [8 Financial Statements \(Accruals Accounting\) Example](#)
- [9 Moving between Receipts and Payments and Accruals Accounting](#)
- [10 Group Consolidated Accounts and Annual Reports](#)
- [11 Independent Examination](#)

Church Representation Rules

- **(7) Once the financial statements have been signed under paragraph (6), the PCC must, for at least seven days before the annual meeting**
 -
 - (a) publish the signed statements in such form (whether electronic or otherwise) as it decides, and
 - (b) make a copy of the signed statements available for inspection, on a reasonable request being made.

Annual Report and Accounts

- Sent to ODBF – please email to finance@oxford.anglican.org
 - Deadline: within 28 days of your APCM (usually held between 1st January and 31st May)
- Every PCC in the Diocese of Oxford, regardless of size, are bound by charity law
- Every PCC has a legal duty to produce a Trustees' Annual Report and Accounts and make them publicly available
- PCCs with aggregated annual income over £100,000 must register with the Charity Commission
 - and file accounts with them within 10 months of the financial year end
- Every PCC, regardless of size, are required to submit a copy of the Annual Report and Accounts to the Diocese
 - This is also a legal requirement under the Church Representation rules



Legacy Giving Financial Briefings 2023

Do not store up for yourselves treasures on earth, where moth and rust consume and where thieves break in and steal; but store up for yourselves treasures in heaven, where neither moth nor rust consumes and where thieves do not break in and steal.

For where your treasure is, there your heart will be also.

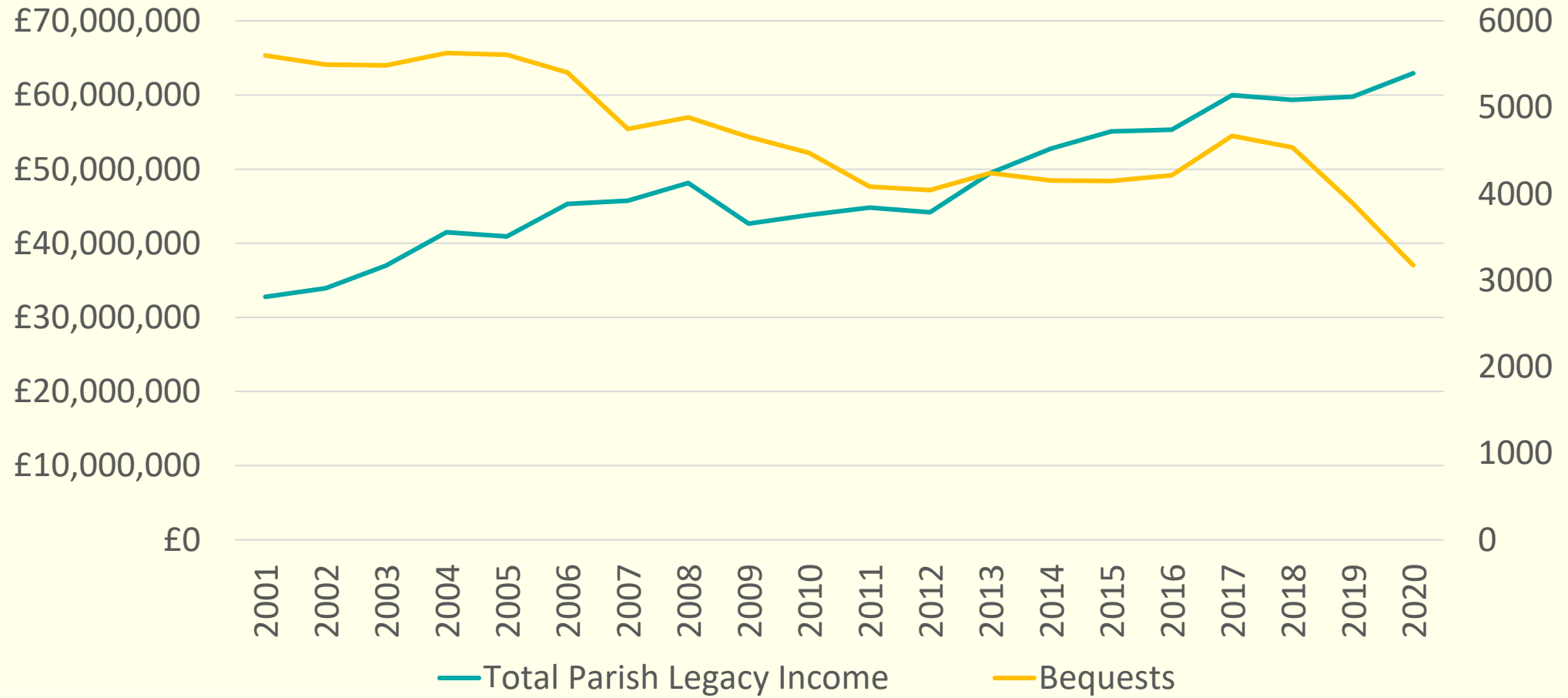
Matthew 6.19-21



Anglicans are **three times** as likely to
leave a legacy to charity than they are
to their church.



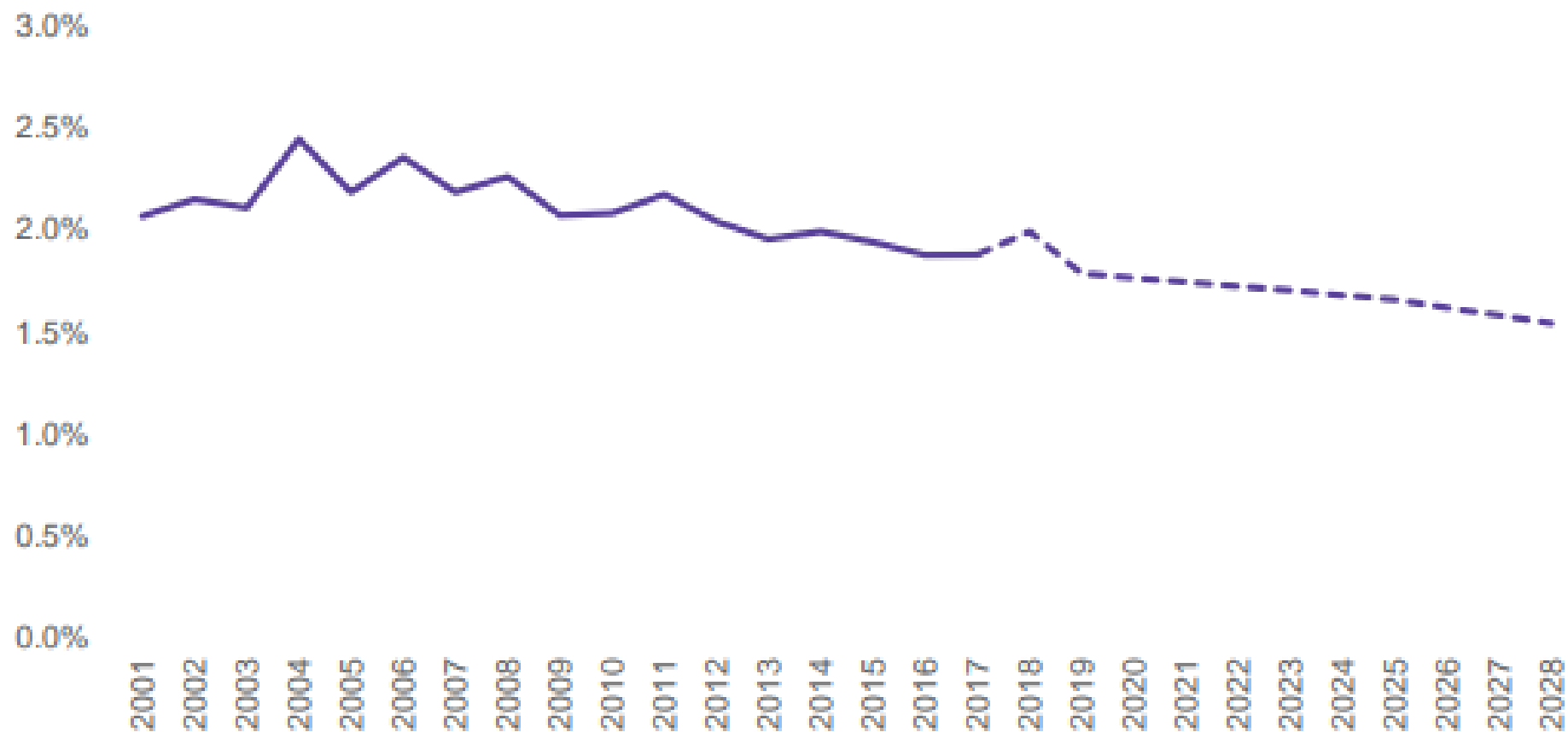
Total Parish Legacy Income and Bequests

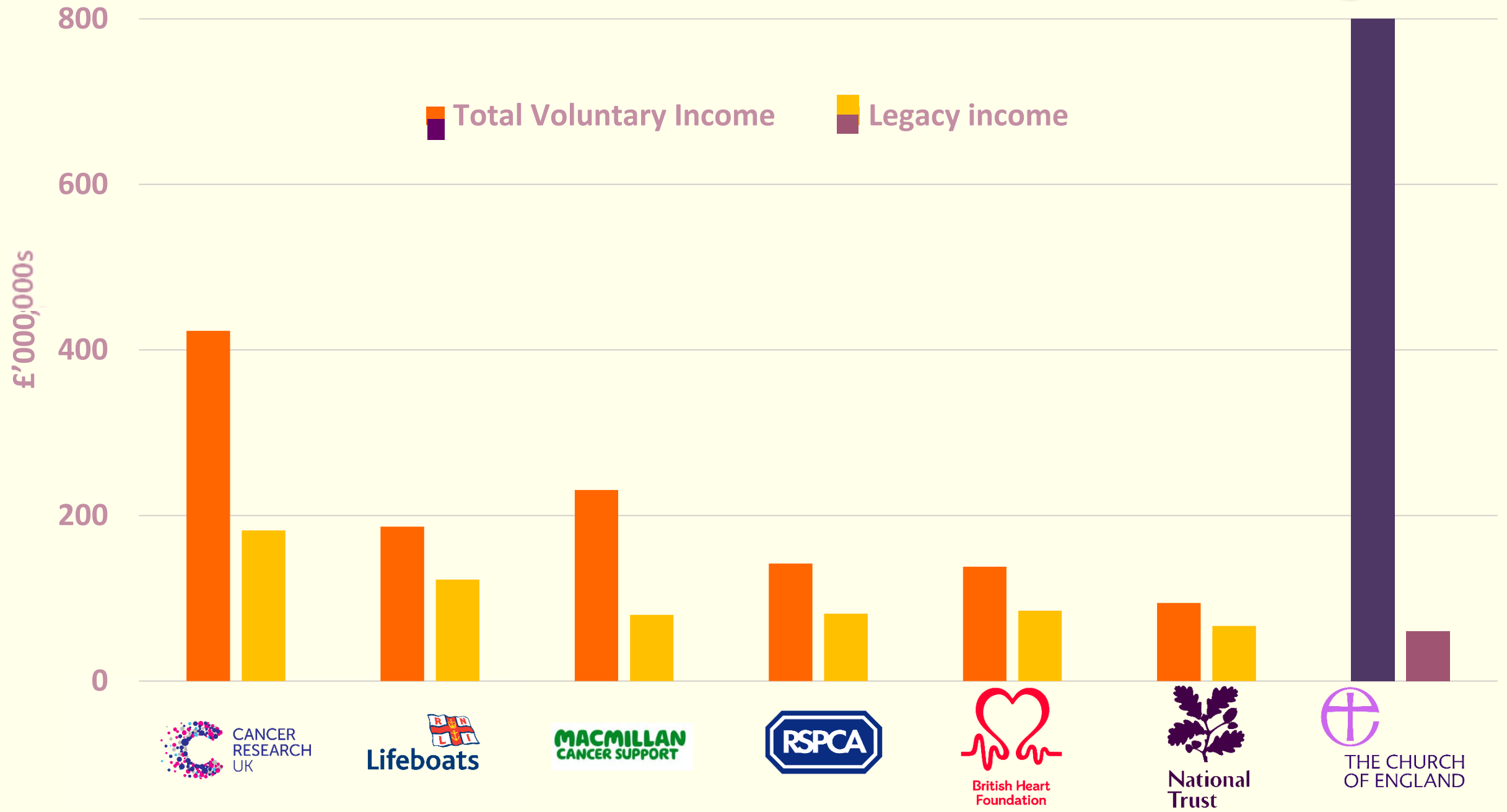


Overall legacy market growth of **13-18%**
expected **between 2020 and 2024**



Church of England share of total UK legacy market, 2001 – 2028





Only **15%** of Anglicans **have ever been asked**
to support their church by leaving a legacy.



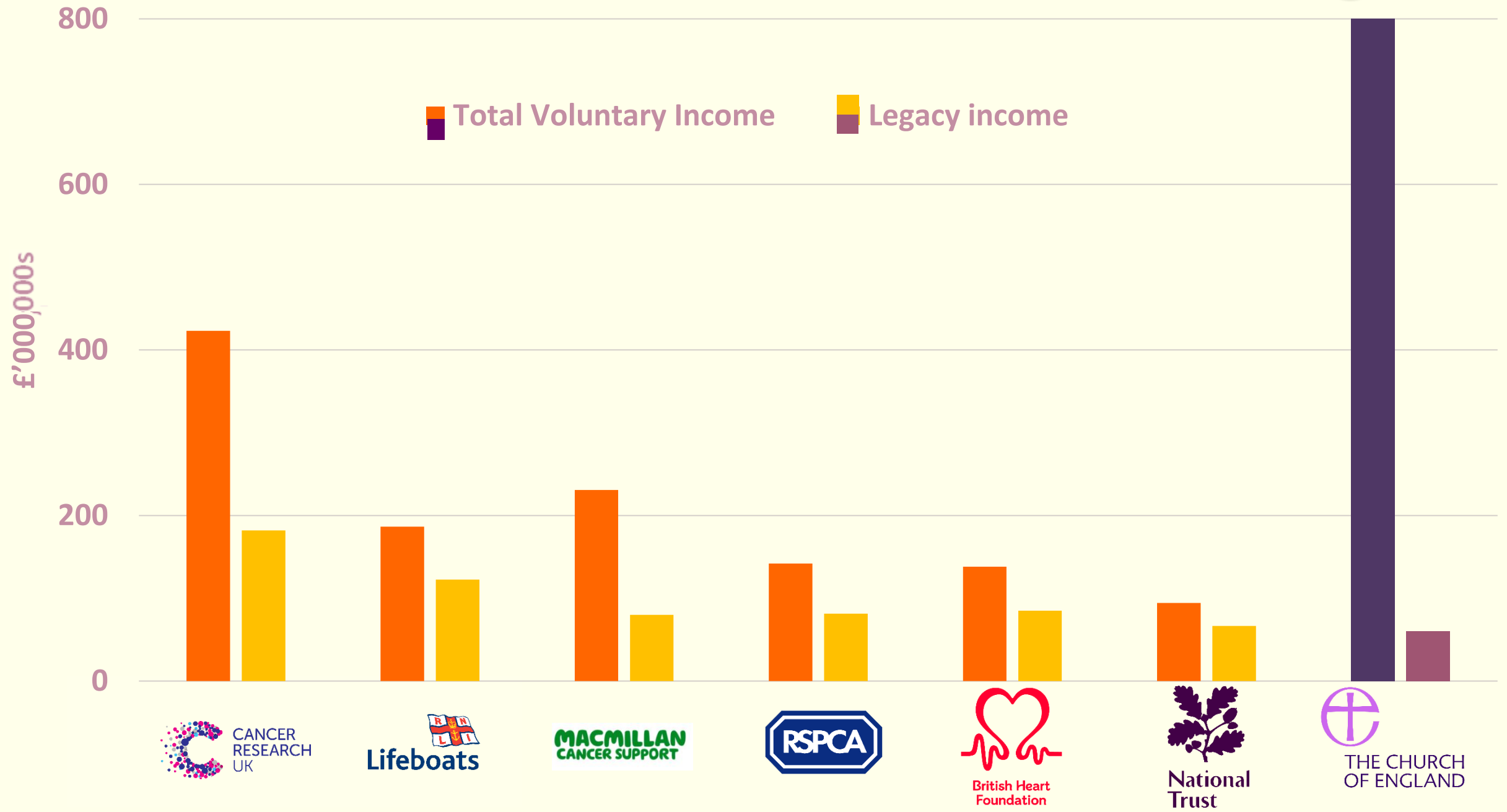
Christian Aid found that

people are **18x more likely**

to leave a gift in their will

simply by **being asked to consider it**





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Tools to Promote Legacies



Personal note from the vicar

Help us grow God's kingdom

Did you know you can leave a gift to the church in your will (or in a Letter of Wishes if you already have a will)?

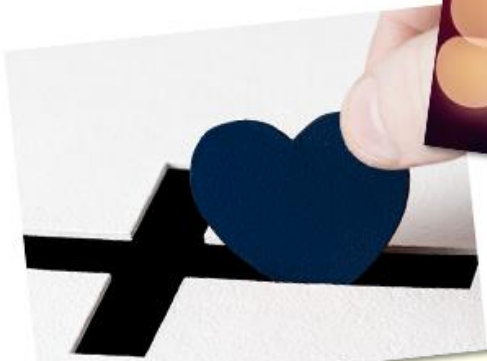
We call these gifts legacies because they allow you to make a lasting difference to our church even when you're no longer physically with us.

We welcome all gifts in wills, however large or small, and we promise to use your gift to make a difference in our parish. When we receive a legacy we commit to using it to achieve our goal of becoming a church that cares for God's world in everything we do.

As part of our vision for our church, we want to ensure we plan financially for our future so that we can continue to grow our Christian presence in the local community. By leaving a gift to us you can help with the good things we have planned for the future – see the list of our church's priorities on the right.

Tailor your own church's missional goals from the following examples

- Increase the natural value of areas of our churchyard/garden for wildlife
- Invest in new audio-visual equipment
- Run drug and alcohol addiction support services in our buildings
- Take our young people to Taizé/Walsingham/Spring Harvest
- Invest in a new environmentally friendly heating system
- Provide accommodation for a full-time curate.



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Personal note from church leader, such as:

Thank you for taking the time to read this leaflet. Our church has been built on the generosity and dedication of parishioners like you over the centuries.

Take time to pray about your legacy, and consult with others if you need further guidance.

The Revd Smith, Vicar



Enter your church's legal name here (e.g. The PCC of ...).

If you are registered with the Charity Commission you should also put your charity number (do not put your HMRC Gift Aid number, which usually starts with X).

Leaving a gift in your will for Church name Church name Town/village to help us grow God's kingdom



Help us grow God's kingdom

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Want to take it further?

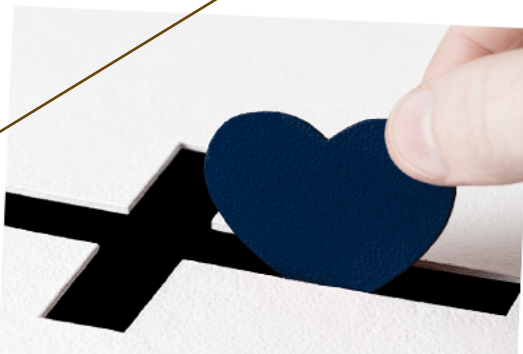
To hear more about leaving a legacy for the future of our church speak to

contact person

COVID-19 showed us that the future can be very unpredictable. While we will always try our best to use any gifts in accordance with the above goals, we may occasionally need to change our priorities. However, in all circumstances we will use your gift to support the life and mission of our church in this community.

For more information and guidance on the legal wording for a will please visit [churchofengland.org/church-legacy](https://www.churchofengland.org/church-legacy)

If you would like to make a gift to our church in memory of a loved one, please come and discuss this with us.



Simple, clear and easy-to-edit missional goals

Leaving a gift in your will for Church name Church name Town/village to help us grow God's kingdom

Leaving a gift in your will for Church name Church name Town/village work for the environment

Leaving a gift in your will for Church name Church name Town/village social action

Leaving a gift in your will for Church name Church name Town/village work with children, young people and families

Leaving a gift in your will for Church name Church name Town/village witness to Jesus Christ in our community

Leaving a gift in your will for Church name Church name Town/village church building

DIocese of OXFORD

Enter your church's legal name here (e.g. The PCC of ...).
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Tailored missional priorities: Heritage Building

Farewell





Farewill

Free online will writing service

Partnered with the Church of England

3 times more likely to leave a gift to their church

<https://farewill.com/cofe>



A letter of wishes alongside your Will

A Letter of Wishes is an informal letter that accompanies your Will. It can be a very useful document in assisting your Executors and Trustees to ensure your personal wishes are carried out.

As needs change over the years, most Parochial Church Councils (PCCs) encourage gifts in wills to be left for the general purposes of the parish rather than for a restricted purpose.

However, if you would like to see the gift used for a personal area of interest in the church (e.g. music, buildings, children and youth, overseas mission or aid) you can outline this in your Letter of Wishes. When the time comes, the PCC will discuss possible uses of your gift with your Executors bearing in mind your Letter of Wishes and the church's priorities at the time.

You can use the Letter of Wishes Template over the page to share your personal wishes.

The contents of the Letter of Wishes will depend on your individual circumstances. You must take care that your Letter of Wishes does not contain anything that could conflict with your Will.

You can write or type the Letter of Wishes yourself. It should be written in plain English, signed and dated by you and addressed to your Executors. It is not legally binding and does not require witness signatures.

You can also specify the type or style of funeral you want, including any specific instructions regarding the service.

Letter of Wishes template

To My Executors / My Family / My Trustees / The Person To Whom It May Concern

I, _____ (name) of
_____ (address)

wish to state my wishes with respect to my gift to charity and my funeral wishes.

I understand that I may not restrict your actions, but I ask you to consider the following when making decisions in regards to how my gift to charity is used.

This Letter of Wishes does not change or revoke my Will.

My Funeral Wishes are: _____

_____ (date)

Signature _____ (your signature)

Faith
Will...

christian
aid



it's easy

- Legacy giving campaign
- Worship resources
- Promotional material
- Congregational video



Faith
Will...



Faith Will...

...create lasting change near and far

When we're united, our faith is powerful. We can help both our local church and global neighbours to flourish. That's why Christian Aid, UK churches and Quaker meetings are coming together this September to discover the power of gifts in Wills and the difference they can make. Your faith is powerful and so is your Will.

To find out more, join our Faith Will event

Time:
Date:
Place:

Rev Sarah Colley, St Andrew's Church, Church Hill, Oxford. Laila Joseph, Laila Joseph, 100% Faith, 100% Power, 100% Hope.

FR REGULATORY AUTHORITY

Christian Aid, The Church of England, The Church of Scotland, The Quakers in Britain



Faith Will...

...power a legacy of hope

Your faith into powerful action. By leaving in your Will to Christian Aid and to your local church, you can help tackle the root causes of poverty and transform communities near and far.

Find out how you can leave your faith in your Will at www.christianaid.org.uk/Faithwill or scan the QR code

FR REGULATORY AUTHORITY

FR REGULATORY AUTHORITY

Christian Aid, The Church of England, The Church of Scotland, The Quakers in Britain



**Faith
Will...**

**Get
your free
resources**



Go to
caid.org.uk/faithwill
Or scan the QR code

Or scan the QR code



CHURCH LEGACY

A lasting gift to your church

Letter of Wishes template

 **Farewill**

**Faith
Will...**

oxford.anglican.org/giving

Questions





Parish Share update

- National picture
- Diocesan picture
- Limited review

National Picture (all Dioceses)

July 2023

- Average change in parish share receipts for July 2023 vs July 2022: -0.4%
- Number of dioceses receiving more parish share contributions than a year ago: 20 out of 39 (51%)
- Average change in parish share receipts for July 2023 vs July 2019: -12.2%

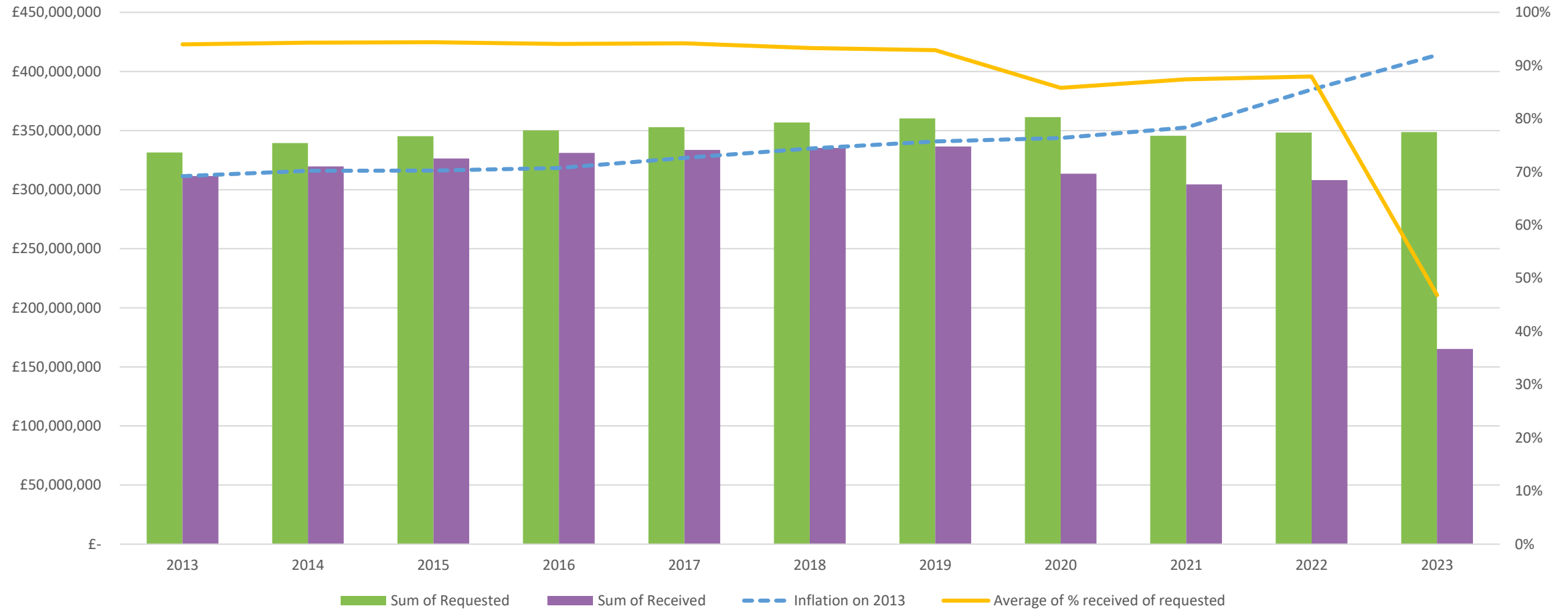
2023 v. 2022 year to date

- Average change in year to date parish share receipts for July 2023 vs July 2022: -0.8%
 - (Highest diocesan change: +20.0%, Lowest diocesan change: -8.5%)
- No. of dioceses receiving more parish share contributions in 2022 than in 2021: 12 out of 39 (31%)

2023 v. 2019 year to date

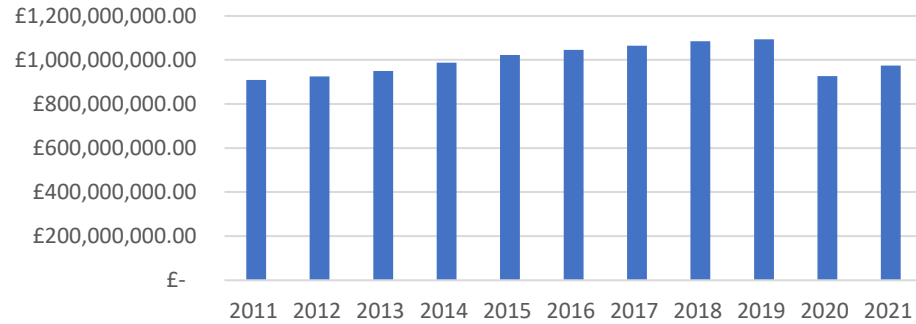
- Average change in year to date parish share receipts for July 2023 vs July 2019: -9.0%
 - (Highest diocesan change: +5.7%, Lowest diocesan change: -25%)

Total Parish Share 2013 to 2023 (part year)

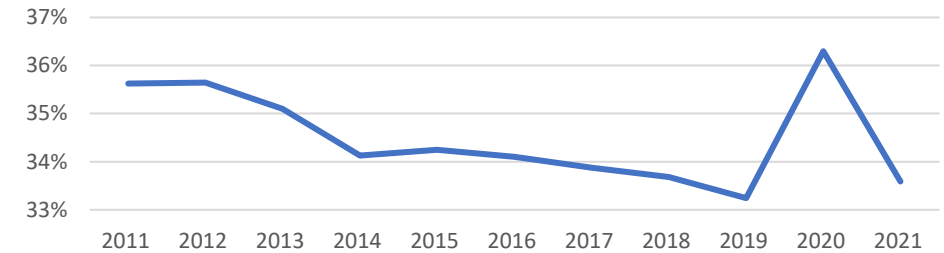


Parish Financial Information

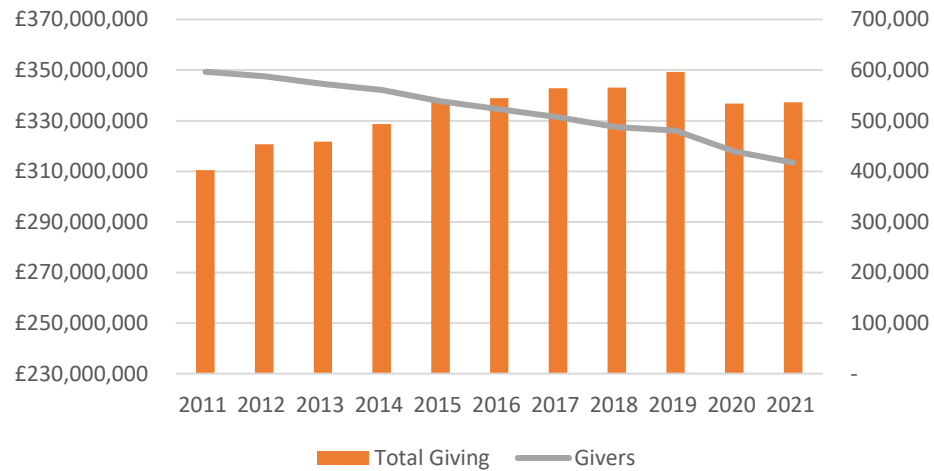
Total Parish Income



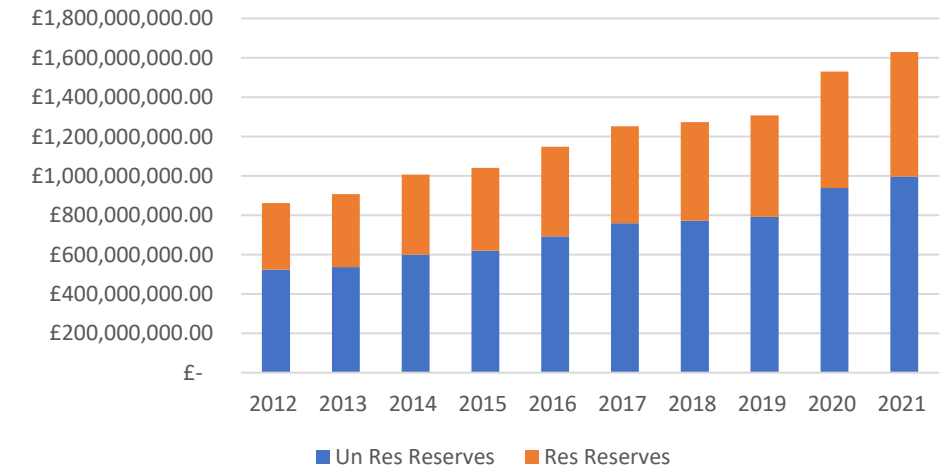
Parish Share as % of Income



Total Giving and Number of Givers 2011-2021



Reserves



Diocesan picture

- October 23: 69.7% received (October 22: 69.5%)
- Impact of Living in Love and Faith (LLF)
- Mechanism for parishes using Oxford Good Stewards Trust

- Thank you!

Limited Review

- To impact Share model from 1 January 2025
- Feedback from Spring Financial Consultations (Deanery officers) & wider invitation for comments during Summer 2023
- Bishop's Council to approve Finance Committee recommendations Spring 2024

Limited review – areas to be looked at

1. Allocation of training costs
2. Reimbursement of statutory fees
3. Allocation of support costs
4. Allocation of Community Support Allowance
5. Rebates including where clergy are absent for > 6 months
6. Consideration for a more formal framework for initiating a Deanery recovery plan

2024 budget & draft projections to 2028

	2024	2025	2026	2027	2028
	£'000	£'000	£'000	£'000	£'000
Core budget (Share funded)					
Opening unrestricted fund balance (est)	18,398	18,434	18,484	18,391	18,285
Projected Surplus/(Deficit) - core budget	36	50	(93)	(106)	(224)
Closing unrestricted fund balance	18,434	18,484	18,391	18,285	18,061
Calculated Reserves (Months)	3.5	3.4	3.3	3.2	2.9
Reserves Policy (Months)	3	3	3	3	3

Model Assumptions

Key Assumptions:	2024	2025	2026	2027	2028
Annual increase in Parish Share on prior year	3.00%	3.00%	2.00%	2.00%	2.00%
Stipendiary clergy & layworkers posts	309.75	309.75	309.75	309.75	309.75
Average clergy vacancies	26	28	28	28	28
Curates in training - expected average nos	59.00	56.00	56.00	56.00	56.00
Associate Archdeacons	3.00	3.00	3.00	3.00	3.00
Stipend increase from 1 April each year	5.00%	4.00%	2.00%	2.00%	2.00%
NMS inflation	5.00%	4.00%	3.00%	2.00%	2.00%
Salary cost increase from 1 Sept each year	5.00%	4.00%	2.00%	2.00%	2.00%
Annual increase in clergy housing repairs	3.40%	2.00%	2.00%	2.00%	2.00%
General inflation assumption	3.40%	2.00%	2.00%	2.00%	2.00%
Clergy pension contribution rate	28.00%	28.00%	28.00%	28.00%	28.00%
Staff defined contribution rate for new scheme	12.50%	12.50%	12.50%	12.50%	12.50%
Share capping ceiling	5.00%	4.00%	4.00%	4.00%	4.00%
Share capping floor	1.00%	0.00%	0.00%	0.00%	0.00%
Anticipated share under collection rate	5.50%	5.00%	4.50%	4.00%	4.00%

Feedback and Discussion



'Bonus' Afternoon Session

1pm – 4pm ACAT Treasurer Training