

## PCC POLICY

### FINANCE

Reviewed – February 2021

Next Review Due – November 2021

All our financial resources result from personal spiritual commitment. It is our policy to be good stewards of the resources God gives us.

- 1] regularly to encourage all church members to be expressing their commitment in their planned giving, and so that we can be meeting the regular expenses of mission, ministry and worship;
- 2] the Parish Stewardship Promoter with the Incumbent will actively make the best use of advice available from the Diocese and discuss our strategy with the Standing Committee and the PCC.

The Dorothy Grover Trustees have agreed to work closely with the PCC in accordance with the stated aim of the Trust which is to support the work of St Nicolas' church and parish, but expect such requests to reflect the policy above.

Social events are expected to cover their own costs.

Investments will be regularly reviewed to ensure that they are acceptable on ethical grounds. The PCC adopts a low-risk policy in the management of its investments and seeks to maximise the income derived from them.

The PCC will expect to set a budget designed to maintain our overall position in credit and without drawing on invested capital. Therefore spending in all areas will be subject to the current available resources. The PCC will agree that budget for each year in the light of our Mission Action Points with key budget headings corresponding to those.

Our policy is to pay employees the living wage.

An annual Discretionary Payments Plan will be formed by the PCC for supporting community and charitable projects. We shall expect to support the following projects every year (as those relying on support from within the Church of England): Children's Society at Christingle; USPG; Mission to Seafarers; Church Army; together with eight other projects each allocated a particular month in the year, and after inviting suggestions from church members (with an even balance between local and global).

Other events may be organised by the PCC or individual church members to support specific projects.

The PCC seeks to identify the major risks to which the church is exposed each financial year when preparing and updating its strategic plan, in particular those related to the operations and finances of the church. The PCC will keep under further review any major risks that have been identified, and establish procedures to mitigate such risks.

The PCC Finance Advisory Committee will help the PCC to work to this policy. The committee will consist of the PCC Treasurer, the DGT Treasurer, one of the churchwardens (as decided by themselves for each meeting) and another appointed by the PCC for a period of one year. The function of the Finance Advisory Committee is to assist the PCC in planning a financial strategy by proposing budgets, monitoring those budgets, and by providing help and advice. Its priority is to maintain a financial break-even position and ensure that we have in place a viable and sustainable longer term financial strategy.

This committee will have an advisory role since it is the PCC themselves who are responsible for the finances of St Nicolas'. (The DGT Trustees are ultimately responsible for the DGT finances).

The Terms of Reference for the Finance Advisory Committee are:

- To propose and monitor annual budgets in accordance with the long term financial plan.
- Review regularly the income and expenditure with the PCC Treasurer (against the agreed budget) and present this to the Standing Committee.
- Liaise with the Parish Stewardship Promoter on a regular basis.
- Respond to requests for advice from the Standing Committee and PCC and to keep them fully informed at all times.
- Give advice as required in relation to investments held by the PCC.
- Meet on a regular basis.

### **Insurance**

The PCC will discuss fully any recommendations made by our Insurance Consultant and Surveyor when a visit is made (as in October 2017). The PCC Standing Committee will recommend the excess and premium for each year in the light of the cover recommended by our insurers and will explain to the PCC the rationale and reasons behind their recommendation.