

# Parish Treasurer Training Days 2017

Calling PCC Treasurers! The diocesan staff team greatly value the work that you do locally in parishes, and are here to support you in undertaking your role as effectively as possible. Our Parish Treasurer Training Days are central to the support that we offer: attendance is highly recommended for anybody new to the PCC Treasurer role – and for anybody who has not previously been on one of our training days.

## Dates/Venues:

**Wednesday 14<sup>th</sup> June**, Holy Trinity Church, Barnstaple. EX32 9HQ

**Saturday 1<sup>st</sup> July**, The Old Deanery, Exeter. EX1 1HS

**Wednesday 5<sup>th</sup> July**, St Luke's Church, Buckfastleigh. TQ11 0DA

**Time:** 10 am to 4pm (Lunch will be provided)

**Cost:** Free of charge

**Content:** Aimed primarily at those operating receipts and payments accounts, the training covers the core elements of the PCC Treasurer role:

- Annual Report
- Budgeting
- Employment Issues
- Gift Aid (including the Small Donations Scheme)
- Independent Examination
- Parish Giving Scheme
- Principles of Accounts
- Statutory Fees
- Systems for Record Keeping
- Trusts
- VAT

**Bookings:** Numbers are limited and places will be allocated on a first-come-first-served basis. Please book online at:

<http://exeter.anglican.org/finance-mission-resources-events-bookings/>

Any queries about booking should be directed to Jessica Phillips

([jessica.phillips@exeter.anglican.org](mailto:jessica.phillips@exeter.anglican.org)/01392 294 916).