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All Treasurers

31 March 2020

Dear Colleagues,

Thank you so much for the work that you are continuing to do at this challenging time, it is really appreciated.

Due to the unprecedented situation, we need to consider how this will affect the submission of the year end accounts this year. The National Church has now issued the following revised guidance which affects the deadlines for PCCs to hold APCMs and to submit their accounts:

The **deadline for holding the APCM** has now been extended from 31<sup>st</sup> May to **31<sup>st</sup> October 2020**. This means that now the **accounts will not be due until 28 days after each PCC has held its APCM**. So the deadline will vary for each PCC depending upon their APCM date.

So the scenarios are:

- If a PCC has already held the APCM before the shut down → the accounts should be submitted as normal (via email)
- If a PCC has already approved their accounts but not yet held the APCM → they can be send the accounts to the Deanery Treasurer (via email) with a deadline of 28 days after the APCM
- If a PCC is yet to approve their accounts → they do not need to do this until later in the year (deadline 28 days after the APCM, with a final date of 28<sup>th</sup> November 2020)
- If a PCC is a registered charity → the submission deadline is 31<sup>st</sup> October 2020

We are awaiting advice about holding PCC meetings online to approve accounts and will let you know as soon as we know more.

Please find attached a note produced with frequently asked questions. As always please ask if you have any questions.

Many thanks, and stay safe,

**Elizabeth Anderson**  
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