

So you're the Church treasurer

6 Basic things to concentrate on





Keep on top of records

Record keeping

Set your own parameters

- Areas of income and expenditure

Bespoke packages

- Great but understand them

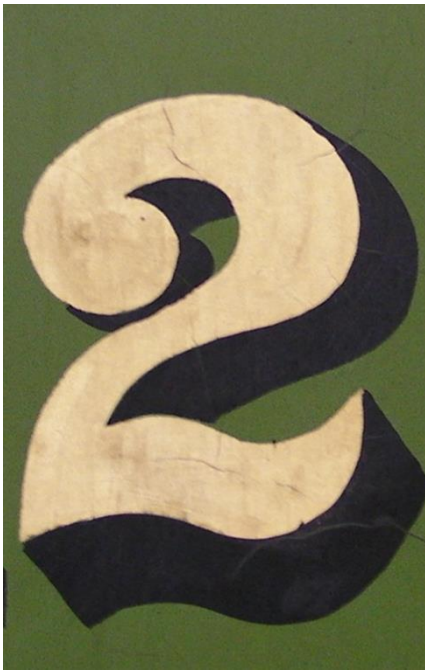
Make up your own

- Spreadsheet can work

Keep them up to date

- Be systematic
- Once a week update

Keep a sensible filing system



Budgeting

Setting a budget

Give yourself time

Involve stakeholders

- Section leaders
- Ownership

Be realistic

Budgeting expenditure is easy

Budgeting income is hard

Set the church a challenge

Monitoring a budget

Try to look on a monthly basis

Keep an eye on the out-turn



Control expenditure

Controlling expenditure

Set limits to authority

- Budget holder spend

Ensure major items cleared by
CM



Encourage income

Encourage income

Use standing orders wherever possible

- Gives regular commitment
- Some budget certainty

Incremental gains



Buy God a cup of coffee

Let's say a cup of coffee costs..



If each member of OBC bought
God a cup of coffee each week...



$$\times 80 = \text{£}200$$

$$200 \times 4 = \text{£}800$$

$$800 \times 12 =$$

£9,600



Communicate

Communication

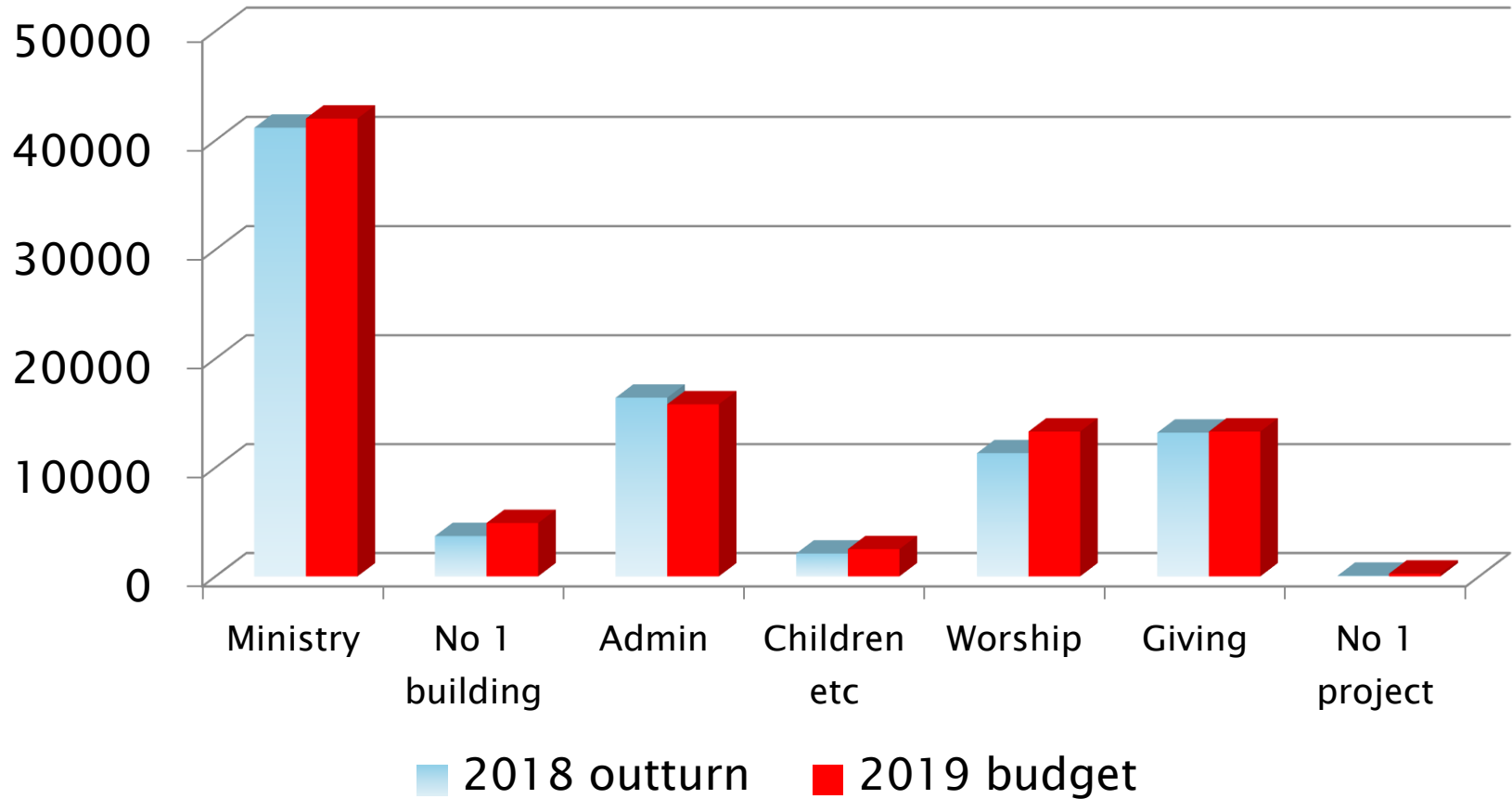
Fellow leaders

- Make sure they understand the basics

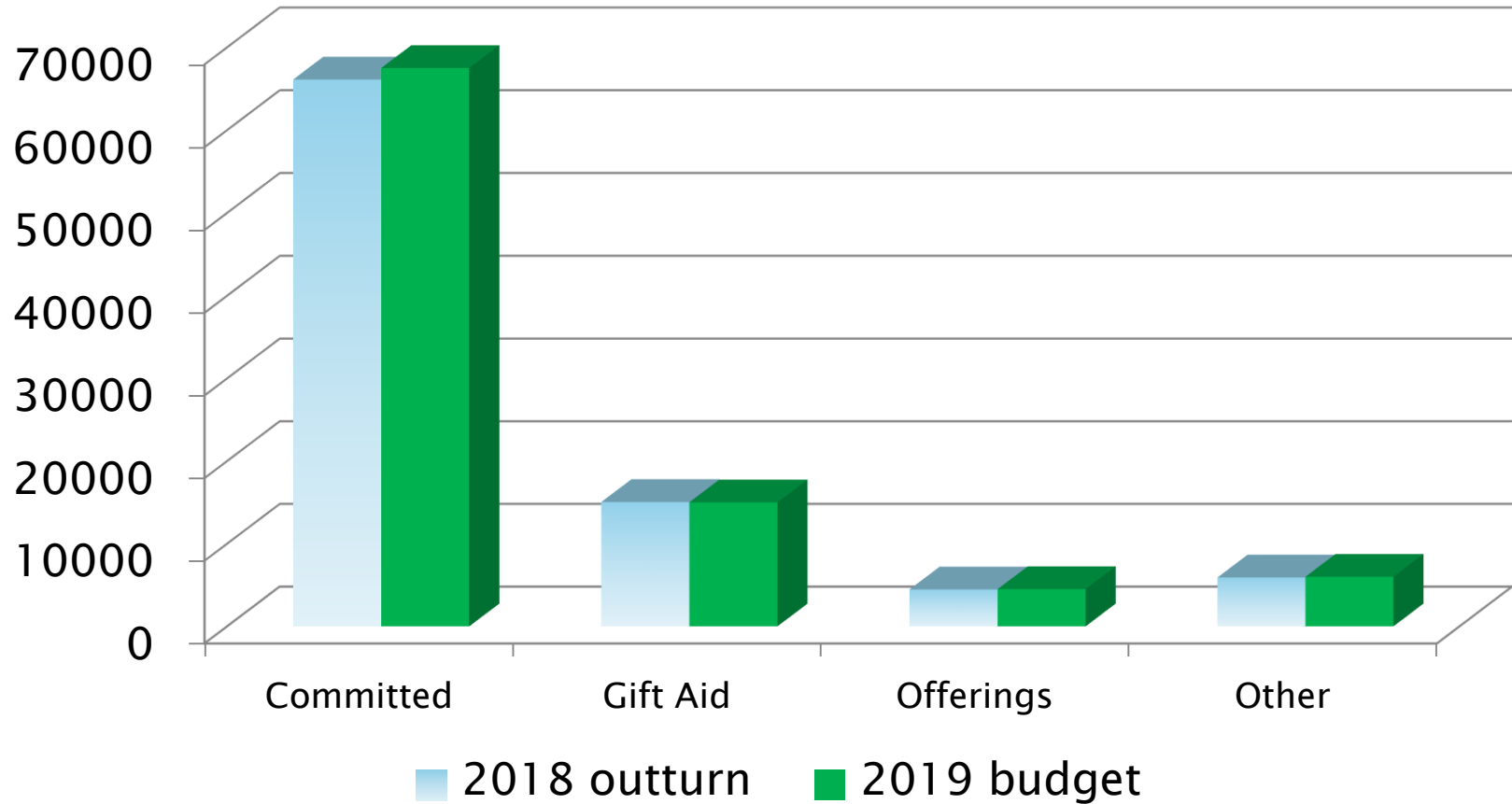
Church members

- Put off by figures
- KISS
- Use visuals

Budget 2019 – Expenses



Budget 2019 – Income



Overall 2019 Budget





Maximise HMRC assistance

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Gift Aid

- All your taxpayer's signed up?
- Don't try to be too clever

GASDs

- All your cash offerings
- Max £30 limit on gifts
- £8,000 ceiling

Small scale trading

Gifts of quoted shares and land



association of church accountants and treasurers

ACAT help

BU provides membership for all treasurers

Access to courses

- Nationwide coverage
- Basics course
- Specialist modules

Advice line

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