

## Parish Share Process

### Detailed Annual Timeline

| Timeline            | Action                                                                                | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>31 January</b>   | Deadline for the submission of the 'Statistics for Mission' return by parishes.       | All submissions to be made via the CofE Online Parish Returns System:<br><a href="https://parishreturns.churchofengland.org/home/">https://parishreturns.churchofengland.org/home/</a><br>The information provided can be useful as we explore conversations around the challenges and opportunities we face.<br>For support in completing the return contact <a href="mailto:parishreturns@glosdioc.org.uk">parishreturns@glosdioc.org.uk</a> |
| <b>March – July</b> | Triennial Conversations will take place in three Deaneries each year.                 | In consultation with Lay Chairs and Area Deans, members of the GDBF Finance Team, and the Archdeacon, will meet with parishes to reflect together on finances, with a view to reviewing commitment levels based on local realities.                                                                                                                                                                                                            |
| <b>28 June</b>      | Deadline for the submission of the 'Return of Parish Finance' return by parishes.     | As above, please submit via the CofE Online Parish Returns System.<br>Although the information is not used to establish Parish Share, it is a National Church requirement and an important part of our mutual accountability and commitment to good governance – it can also be useful in our dialogue together.                                                                                                                               |
| <b>June – July</b>  | Bishop's Council and Diocesan Synod agree outline GDBF budget for the following year. | GDBF budget establishes, amongst other things, the Parish Share needed to sustain the costs of ministry for the following year.                                                                                                                                                                                                                                                                                                                |

| Timeline                         | Action                                                                                                                                                                           | Notes                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>No later than 31 August</b>   | The GDBF Finance Team circulate the following year's suggested figures for each <b>benefice</b> . These will be sent to Incumbents, Churchwardens, Treasurers and Deanery Teams. | These suggested figures are based on an inflationary uplift – and any agreed change proposed through the ongoing conversations.                                                                                                                                                                                                             |
| <b>During the Autumn</b>         | PCC, Benefice and Deanery meetings are held to discuss the suggested figures and agree a local split and final figures.                                                          | These conversations are designed to be about listening to local reality, offering mutual support and working towards a shared commitment. The GDBF Finance Team, Archdeacons and Deanery Teams will be willing to support these conversations in local contexts.                                                                            |
| <b>Early October</b>             | Diocesan Synod approves budget presented by Bishop's Council.                                                                                                                    | Formal 'sign off' of the budget for the following year confirming, amongst other things, the total Parish Share necessary to sustain the costs of ministry across the parishes.                                                                                                                                                             |
| <b>No later than 30 November</b> | Benefices confirm their Parish Share commitment for the following year with the GDBF Finance Team, and/or Deanery Team.                                                          | GDBF Finance Team require notice of the commitments to ensure the GDBF finances are up to date and individual parish direct debit instructions can be updated accordingly. Commitments can be confirmed to your Deanery Team and to the GDBF Finance Team at <a href="mailto:parishshare@glosdioc.org.uk">parishshare@glosdioc.org.uk</a> . |
| <b>Pre-Christmas</b>             | GDBF Finance Team confirm amended direct debit collections with individual parishes.                                                                                             | GDBF Finance Team will send details to the PCC Treasurer.                                                                                                                                                                                                                                                                                   |