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## *Diocese of Waikato and Taranaki*

25<sup>th</sup> March 2020

Memo to all clergy, wardens and treasurers

Dear brothers and sisters in Christ,

This communication seeks to deal with some practical consequences resulting from the fact that for at least the next month we will not be able to meet for services of worship and our facilities are to remain closed.

Understandably there are a number of parishes concerned about their financial sustainability during the period of closure.

Parishes receive their income from a variety of sources, including:-

- Offerings from people using the envelope system.
- Offerings from people who have arranged a direct credit from their bank.
- Cash offerings from people attending services.
- Donations and bequests.
- Payments for the use of facilities such as a hall.
- Interest on investments.
- Income from trading ventures such as an opportunity shop.

Service income, income from facility use and trading ventures are certainly going to be affected. Some of these things you can have very little influence over.

We encourage you to directly contact all those on your parish envelope scheme and encourage them to move to direct credit arrangements with their banks or if they have internet banking facility to pay directly into the parish bank account. They could use their envelope number as part of the reference to ensure it is properly recorded and in due course receipted.

Automatic payments from parishioners who have arranged a direct credit from their bank, will continue.

It is recognised that cash offerings by parishioners and others will cease – unless they elect to use one of these other methods.

### **Stipends and wages.**

The government wage subsidy scheme is available to charities and not for profit organisations and the Diocese is investigating how this can be accessed under the Diocesan Charities registration. A key element is that income has to reduce by 30% to be eligible. This of course may vary from parish by parish. We will continue to work at this and keep you informed.



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If, notwithstanding the steps suggested above, a parish experiences difficulty in maintaining viability, a request for financial assistance should be made to the Finance & Audit Subcommittee, through the Diocesan Manager, who may be able to provide limited assistance.

## **Annual General Meetings**

Many parishes are scheduled to have AGM's shortly, but these will have to be rescheduled. Our Statute allows for the following:

### **20. ANNUAL AND SPECIAL GENERAL MEETINGS**

- (1) *Every Parish must hold an annual general meeting not later than the 30th day of April each year, or in exceptional circumstances and with the approval of Standing Committee, the 31<sup>st</sup> day of May.*

These are clearly exceptional circumstances so we will be asking Standing Committee to resolve via email to approve AGMs to occur by 31 May. If holding AGMs by 31 May proves impossible we will seek further advice and communicate once again. For the moment current office holders are therefore enabled to continue.

We know this is a confusing and difficult time for us all, but we are a family and we will find ways to support each other through this even in the detail of our administration.

With warm regards



Simon Cayley  
**Diocesan Manager**



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