

Parish Support Newsletter

May edition



DIOCESE OF
CHICHESTER
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Here's what's to come this month:

Consultation for the next Bishop of Chichester

Bishop Martin retires at the end of May, and as a diocesan family we are beginning the search for his successor.

Have your say in the appointment at tinyurl.com/next-bishop. It will take only a few minutes to complete, and it is open until May 26th. We welcome responses from everyone.

Find out more about the process for appointing our next bishop at www.chichester.anglican.org/vacancy-in-see/

In this newsletter you can expect:

APCM and Annual Accounts

PCC training & Parish Support drop in event

Resourcing Church Administration

Minor repairs and improvements grant

Data protection for PCCs

The Parish Support Team



APCM and Annual Accounts

There is information on annual reporting and the APCM here:

<https://www.chichester.anglican.org/apcm/>
<https://www.chichester.anglican.org/annual-reporting/>.

If you require advice regarding producing end of year accounts, the Diocese of Chichester has purchased a 2 year subscription with the Association for Church Accountants and Treasurers for all churches within the diocese to use. ACAT will provide appropriate advice, training and information on accounting, financial, legal and other related issues.

For information on how to sign up to ACAT please do get in touch.

Please submit APCM appointments as soon as possible after the APCM due to the one in fifteen year challenge of assembling the General Synod electorate.

Once you have had your APCM, please email your annual return and 2025 accounts to **annualaccounts@chichester.anglican.org**

PCC training and Parish Support Drop In Event

We will be running online training sessions for new PCC members. To book, see the following links:

For new PCC treasurers:

<https://www.trybooking.com/uk/GBYT>

For new PCC

trustees: <https://www.trybooking.com/uk/GBYU>

For new PCC secretaries:

<https://www.trybooking.com/uk/GBYQ>

Whether you're a churchwarden, PCC member or Parish Officer, our Parish Support Drop-In is here to help.

This informal session offers a chance to speak directly with diocesan staff and experienced advisers about the practicalities of running and supporting parish ministry.

Drop in at any time during the session to ask questions or seek guidance on topics such as:

• Governance & PCC responsibilities • Safeguarding Compliance & Culture • Finance, Stewardship & Digital Devices • Cornerstone & Grant Fundraising • Church Buildings

If you would like to attend, please book in using this link below: <https://www.trybooking.com/uk/GELS>

Resourcing Church Administration

The Resourcing Church Administration training videos are all now live on the Church of England website.

You can go the landing page here:

<https://www.churchofengland.org/resources/resourcing-church-administration>

This initial launch represents a sort 'beta' stage for the resource, for people to take a look and test it out.

Please use the feedback form provided at the bottom of the video pages to let the team know what you think, and if you find any errors or broken links.

We look forward to receiving your comments, and continue to pray that this resource will be well-received and used by all those working in church administration.

Minor Repairs & Improvements Grant

The Minor Repairs & Improvements and the Net Zero Quick Wins grant funds are now open for 2026-2029.

The Diocese of Chichester is pleased to announce the re-opening of the Church Buildings Small Grants, as part of the 'Buildings for Mission: Support for Churches' scheme.

We are excited to offer these new sources of funding with the aim of enabling parishes to secure the future viability of their buildings while aspiring to meet their Net-Zero Carbon targets.

The Minor Repairs & Improvements Grants are focused small grants for urgent repair works and improvements to church buildings.

The Net Zero Carbon 'Quick Wins' Grants are small grants which support churches and church halls in delivering Net Zero related works.

You can find further information on the website, including a Guidance for Applicants document and the Application Form.

If you have any questions, please do contact our Church Buildings Support Officer, Daniel Lee, via email: daniel.lee@chichester.anglican.org.

Data protection for PCCs

The Data (Use and Access) Act 2025 (DUAA) introduces the most significant changes to UK data protection law since GDPR. It amends UK GDPR, the Data Protection Act 2018 and the Privacy and Electronic Communications Regulations (PECR). Key provisions affecting charities came into force on 5 February 2026, with a **further requirement on complaints handling from 19 June 2026**.

Changes that are likely to be relevant to parishes:

- Changes to complaints handling (new requirement). From 19 June 2026, organisations must have a clear internal data protection complaints process and give individuals the opportunity to complain to the charity before escalating to the ICO. Your policies and procedures may need updating to reflect this.
- “Soft opt-in” for charity marketing. For the first time, charities can rely on a PECR “soft opt-in” to send fundraising and campaign emails/texts without explicit GDPR consent. This means a parish can contact people without explicit written consent, but only if strict conditions are met.
- Stronger expectations on governance and accountability. DUAA reinforces that trustees are accountable for lawful and transparent data use. This aligns with wider Charity Governance Code expectations on risk management and public trust.
- Easier handling of Subject Access Requests (SARs). Charities are now only required to conduct “reasonable and proportionate searches” when responding to SARs.
- DUAA allows some non-intrusive cookies (e.g. analytics and functionality cookies) to be set without consent for insight into website use.

SARAH ROGERS
SENIOR PARISH ADVISER
BASED IN THE WEST

MOLLY REUTER
PARISH ADVISER BASED IN THE
EAST

sarah.rogers@chichester.anglican.org

molly.reuter@chichester.anglican.org