

**From:** Kerry Buist - Liberal Democrats <compliance@libdems.org.uk>

**Date:** Tue, 9 Apr 2024

**Subject:** Your April Compliance Update



## Your April Compliance Update

*The Compliance Team is here to help and support you in any way we can. Sometimes this may mean we need to ask for additional information or ask you to provide something in such a way that we are legally required to present it to the Electoral Commission.*

*As a team, we may not always get it right, but the tone and content of some of the replies we have received are quite frankly not acceptable. If you have any concerns about the service you receive, please get in touch with me directly.*

## March PPERA Return

The March donation report is due by **10th April** (even if a nil return).

**Donation queries:** [compliance@libdems.org.uk](mailto:compliance@libdems.org.uk)

### Lighthouse issues:

- Refer to the [user guide](#)
- Consult your local Superuser(s)
- Raise a problem report within Lighthouse
- Ask your Chairperson to submit the return
- Email: [support@libdems.org.uk](mailto:support@libdems.org.uk)



## Annual Accounts

Many thanks for the **75%** of year-end reports received; approx. **100** are still outstanding.

15th March was the due date for accounts under £250,000 + draft accounts over £250,000.

Late submissions could incur fines / sanctions for the local party / group and its treasurer.

**31st May** is the deadline for professionally audited signed accounts over £250k.

### Guide & Template →

If you're yet to complete / need help, please contact [compliance@libdems.org.uk](mailto:compliance@libdems.org.uk) urgently.

Before emailing over any accounts / queries, do consult the **guide** above to save time and prevent avoidable delays.

### Minimum submission:

- Approval of the accounts by your executive
- Completed template of Excel spreadsheet
- Scan / photo of declaration page (hand-signed by Treasurer)

## Daily Election Agent Drop-Ins

The Compliance Team is on hand every morning to assist with queries.



**Mon - Sat, 11am - noon (inc. bank holidays)**

[Zoom link](#)

Meeting ID: 840 7787 9114

Passcode: 182216

## Compliance Clinic

**Mon 15th Apr, 6-7pm**

Discuss the issues facing you and your local party / group by joining us online, every third Monday of the month.

Email [compliance@libdems.org.uk](mailto:compliance@libdems.org.uk) for the Zoom link or for a one-to-one appointment.



# Your Resources

- [\\*NEW\\* Proxy voters](#)
- [UK GDPR training for officers](#)
- [Compliance updates](#)
- [Data Protection Checklist for local parties & groups](#)
- [Treasurer Training Day 2024](#)
- [WhatsApp guidance](#)
- [Insurance](#)
- [Boundary changes \(England\)](#)
- [Digital imprints](#)
- [Online donations & rebates](#)

Best wishes,



**Kerry Buist** (she/her)  
Head of Compliance and  
Governance  
*Liberal Democrats*

You are receiving this email as you are listed as an Officer of an accounting unit for the Liberal Democrats.

As these emails contain details of your legal responsibilities as part of this role you are not able to opt out of these emails from our Compliance Team. If you think there has been an error and you shouldn't have received this email, please contact [compliance@libdems.org.uk](mailto:compliance@libdems.org.uk).

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