

DIOCESE OF CHELMSFORD

Summary of Standard Terms of Appointment

The following clauses constitute a summary of the standard terms of appointment and remuneration for the full time stipendiary clergy within the Diocese of Chelmsford. Further details can be obtained from the Diocesan Office.

Terms of Service: Clergy are appointed as office holders in accordance with the new Ecclesiastical Offices (Terms of Service) Regulations which came into force in January 2011, and are also subject to statutory provision including (but not limited to) the Mission and Pastoral Measure 2011, and the Clergy Discipline Measure 2003. Non-office holders are employed on a Diocesan contract.

Stipend: Stipendiary clergy receive a stipend, or maintenance allowance, to allow them to live and minister without undue financial worry. From the 1 April 2016 the standard stipend for full time ministers of incumbent status in the Diocese of Chelmsford is £25,440 and for a curacy £23,440. This is paid monthly in arrears by the Church Commissioners, on behalf of the Diocese, on the last working day of each month.

Pension: Stipendiary clergy are entitled to membership of the Church Commissioners' non-contributory defined benefits pension scheme.

Housing: An unfurnished house is provided rent free for the post holder and their family during the tenure of the post. In certain circumstances a housing allowance may be paid as an alternative to provision of a house.

Utilities: Water Rates and Council Tax are payable by the Diocese. The post holder is responsible for heating, lighting and cleaning. Clergy are encouraged to keep detailed records of utility costs for tax purposes.

Fees: Statutory fees received for weddings, funerals and some other services are assigned to the Board of Finance and not additional to the stipend.

Expenses: Expenses necessarily incurred in carrying out ministry are the responsibility of the Parochial Church Council.

Grants: A resettlement grant of £2,344 is paid to assist with incidental cost of relocation. In some cases a decorations grant of up to £1000 (£500 for a curate) may also be provided. In addition, a first appointment grant of £2,344 is paid on taking up a curacy or a first incumbency. (Figures as from 1 April 2016.)

Removal expenses: The Diocese pays for removal costs within the UK mainland, subject to verification in the diocesan office. In the case of a removal from overseas, the Diocese pays only those costs incurred from the port of entry.

Pre-appointment checks: Candidates should note that the Diocese will typically require an Enhanced CRB check; confirmation that the candidate has the right to reside and work in the UK; and a Current Clergy Status Letter, in accordance with national guidelines. The Bishop also reserves the right to require an occupational health check.