

# Guide to paying fees



during an interregnum

January 2008

# INTERREGNUM

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# INTERREGNUM

## WHO GETS PAID AND WHAT FOR DURING YOUR INTERREGNUM?

### Sunday Services, Weddings and Funerals etc

#### Retired Clergy

Retired clergy *do* receive a fee for taking a service subject to a maximum number of two fees on a Sunday, and two for the rest of the week, in any one benefice.

If they take a wedding or funeral etc they do receive a fee. See “How much do they get paid?” section for amounts.

Incumbent  
Team Rector  
Priest in Charge  
Team Vicar  
Assistant Priest  
Curate  
House for Duty  
NSM/MSE  
Reader

All of the above *do not* receive a fee for taking Sunday services, weddings or funerals etc.

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## HOW DO THEY GET PAID?

You are not required to pay retired clergy any fees for taking Sunday services, weddings or funerals etc during your interregnum.

All retired clergy have claim forms and should submit a claim once a month claiming for all they have done in that month.

## HOW MUCH DO THEY GET PAID?

**Fees payable to retired clergy are as follows:**

**FEES PAYABLE FROM 1 JANUARY 2008 TO 31 DECEMBER 2008**

	<b>FEE</b>
<b>MARRIAGES</b>	
Marriage Service	£80.00
<b>FUNERALS</b>	
Funeral service in church	£34.00
Funeral service in crematorium or cemetery	£64.00
<b>OTHER SERVICES</b>	
Sunday service	£25.50

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## WHO PAYS AND WHEN?

The diocese pays the retired clergy. They have to claim the fee and have been asked to do so once a month.

All claims have to be authorised by their Rural Dean who then passes the claims to the Diocese for payment.

Any claims that come from the parishes will not be accepted for payment.

## WHAT DOES THE DIOCESE DO WITH THE RECEIVED MONEY?

As retired clergy are paid from the diocese, all of the Incumbent part of fees needs to be sent to the Finance department at Church house.

It would be appreciated if these fees could be sent to this department on a monthly basis

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## EXPENSES

All expenses are the responsibility of the Parish.

Expenses are in addition to all fees and are retained by the person who incurs them.

The mileage rate that is used by the Diocesan Board of Finance is:-

<b>MILEAGE RATES</b>	
DBF Mileage rate	£0.40 per mile

## CLAIM FORMS

Claim forms have been sent out to all retired clergy with permission to officiate and are also held by Rural Deans and the Diocesan Office.

If extra copies are required at any time these can be sent out from Church House.

See opposite for example form.



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## INFORMATION

For any further information please contact your Rural Dean or Incumbent.

Any correspondence or monies should be addressed to:-

Finance Department  
Diocese of Coventry  
1 Hill Top  
Coventry  
CV1 5AB

Telephone: 024 7652 1200  
Fax: 024 7652 1330

Cheques should be made payable to “Coventry Diocesan Board of Finance Limited”.