



1 March 2023

**TO: ALL CLERGY (INCLUDING CLERGY WITH PERMISSION TO OFFICIATE), CHURCHWARDENS FOR PARISHES IN AN INTERREGNUM, READERS AND PARISH TREASURERS**

**COPIED TO: BISHOP, AREA DEANS AND ARCHDEACONS**

**DIOCESE OF SHEFFIELD – PAROCHIAL FEES FOR 2023 REVISED**

I hope you are well. Further to my letter in November, you may be aware that General Synod were asked to consider an amending order which would reduce the increase in fees to 5%. The order was approved and the new fees come into effect on 1 March. A copy of the revised fees table is enclosed, together with a revised Fee claim form (in editable and printable formats).

Please be aware that the fees receivable in respect of cremations and burials not on PCC premises (e.g. Crematoria /Chapels of Ease) will continue to be offset by a £30 reduction to fees remitted to the SDBF.

The table below shows examples of how the DBF fee can be divided to provide reward to an officiating non-stipendiary minister or Lay Reader where it is requested.

	Service	Total Fee Payable	PCC Fee	DBF Proportion of fee	
				Remitted to DBF (1/3)	Remitted to Non-Stipendiary Minister (2/3)
PTO/SSM	Weddings	£505	£276	£76	£153
PTO/SSM/R	Funerals in Church (note 1)	£217	£99	£39	£79
PTO/SSM/R	Funerals in Crematorium/ Cemetery (note 1)	£217	£30	£62	£125
PTO/SSM/R	Burial of Cremated Remains on separate occasion (Committal)	£182	£135	£16	£31
PTO/SSM/R	Burial of a body or cremated remains in a cemetery immediately preceding or following service in church	£32	£0	£11	£21
PTO	Eucharistic Sunday Services in Interregnum (note 2)	£35	--	--	£35



PTO	Maximum payment for Eucharistic services in interregna in any one day	£105	--	--	£105
PTO	Sunday Services not in an Interregnum (note 2)	To be agreed with Parish Priest			
	Baptisms	No fee or reward			

Please could I take this opportunity to remind you that all Church of England funerals are 'parish' funerals and should therefore go through the parish church. There is not a 'priest fee' but a DBF fee that the Diocese permits non-stipendiary clergy and Readers to claim two-thirds of as a good-will gesture. Payments made by Funeral Directors should be made to the PCC so the fees can be apportioned accordingly.

You may also wish to know that when covering Eucharistic services in an Interregnum, you are entitled to claim for major feasts and festivals that do not fall on a Sunday such as Christmas and Patronal. This provision does not apply to regular weekday masses. If in doubt, please do contact your Archdeacon.

In terms of travelling expenses for funerals, the contribution from families will remain at £15 (for Snaith & Hatfield Deanery, please do contact the parish about local agreements which apply). To note, travelling fees are paid directly to the PCC, and the officiating minister claims their actual mileage back from the PCC. The diocesan mileage rate is 45p per mile, which is the maximum permitted by the Inland Revenue without assessment to tax as a 'benefit-in-kind'.

We are aware that many churches support the work of the Diocese through the fees generated by the offering of Weddings and Funerals to members of their local community. We would therefore like to thank you, on behalf of Church House and of course those individuals and families supported, for collecting and remitting the DBF portion of the fees, which is essential to our mission and ministry and very much appreciated.

With my very best wishes.

Yours sincerely,



Keith Mallon  
Director of Finance  
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Note 1 \* According to Canon E4.2A, if a Reader is to take a funeral service then it is at the invitation of the minister (or Area Dean) and with the goodwill of the persons responsible (i.e. with informed consent).

Note 2 \*\* Except in the parish within which one habitually worships.



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