# A quick guide to Parochial Fees

Treasurers Training 2018

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### What are Parochial Fees?

Parochial fees are the required (legally payable) fees for weddings, baptisms and funerals.



Table of Parochial Fees from 1 January 2018	Fee	Fee Payable		Notes:
This table sets out the fees prescribed by the Parochial Fees Order 2014 (a Statutory Instrument) and surmaines other relevant information. For liquid purposes reference should be made to the Order Isself. Proceeding Administration of the Parochia Control of State (a State Control of State Control of State (a State Control of State Control of State Control of State (a State Control of S	payable Towards Diocesan Board of Finance	To Parochial Church Council	Total Fee Payable	Certificates of Baptism     The fee for a certificate issued at the time of baptism is for a certified copy entry in the recisiter book of baptisms giving the certificates required in For
Bartisen				1 in Schedule 1 to the Parochial Registers and Records Measure 1976. The payable for a certified copy of the full entry issued at any other time are the
Beptisms Certificate issued at time of baptism (See Note 1)	t	14.00	14.00	prescribed for searching registers of bandons and burials and if applicab
Short certificate of baptism given under section 2, Baptismal Registers Measure 1961		14.00	14.00	each additional copy of an entry in such a register.
Marriages			10000	2. Definitions etc.
Publication of banns of manlage Certificate of banns issued at time of oublication		29.00 14.00	29.00	Bartal includes deposit in a vault or brick grave and the interment or dep
Certificate of banns issued at time of publication Marriage Service (See Note 5. For marriage certificate use Note 6)	201.00	240.00	441.00	Bursal' includes deposit in a vault or brick grave and the interment or deporemated remains.
Punerals and Burials of Person aged 16 Years or More (See Note 311)	_			Churchward' includes the curtilage of a church and a burial ground of a ch
Service in Church				whether or not immediately adjoining such church.
Funeral service in church, whether taking place before or after burial or cremation (See Note 5)	103.00	87.00	190.00	(NOTE: This includes any area used for the interment of cremated re- within such a curtilage or burial ground, whether consecrated or not.)
Burial of body in churchyard immediately preceding or following on from service in church Burial or other lawful disposal of cremated remains in churchyard immediately preceding or following on from service in	13.00	290.00 118.00	303.00 131.00	ment soon a commy or some ground, whence consectated or not.)
church		116.00		Ceretery' means a burial ground maintained by a burial authority.
Burkli of body, or burial or other lawful disposal of cremated remains, in cemetery immediately preceding or following on	27.00		27.00	Managest' includes headstone, cross, kerb, border, vase, chain, railing.
from service in cruitor. Cremetion immediately preceding or following on from service in church	27.00		27.00	plague, marker, flatatone, tombatone or monument or tomb of any other kin
Burial of body in churchward on separate occasion (See Note SNII)	40.00	291.00	331.00	Cold St. Hart Cold St. Cold St
Burksl of cremated remains in churchyard or other lawful disposal of cremated remains on separate occasion (See Note Note.	40.00	118.00	150.00	Immediately preceding or fallowing on from service in church' includ day before and the day after the service in church.
Burlal of body, or burlal or other lawful disposal of cremated remains, in cereetery on separate occasion (See Note 3(ii))	53.00	14.00	67.00	Where " - " appears in the table no fee is payable to the body indicated.
No Service in Church				3. Funerals & Burials
Funeral service (including burial of body) at graveside in churchyard	103.00	290.00	393.00	Committee of the commit
Funeral service (including burial or other lawful disposal of cremated remains) at graveside in churchyard Funeral service at crematorium, or funeral service lincluding burial of body or burial or other lawful disposal of cremated	161.00	118.00	221.00	<ol> <li>No fee is payable in respect of a burial of a still-born infant, or for the fun- burial of a person dying within sixteen years after birth.</li> </ol>
remains) in cerestary	161.00	29.00	190.00	ii) The fee for a buriel in a churchyard or cemetery on a separate on
Burial of body in charchward (conventral only)	40.00	291.00	331.00	applies when burial does not take place on the same day as, or on th
Burial of cremated remains in churchyard or other lawful disposal of cremated remains (committal only) Certificate issued at time of burial (See Note 2001)	43.00	118.00	158.00	before or the day after, a service in church.  iii) The certificate issued at the time of burial is a certified copy of the entry.
Certificate resuled at time of burnar (See Note 3(H))		14.00	14.00	register book of burials kept under the Parochial Registers and Re
Monuments in Churchyards				Measure 1978.
Permitted in accordance with rules, regulations or directions made by the Chancellor of the discess, including those relating to a particular churchyard or part of a churchyard				4. Searches in Church Registers
(but excluding a monument authorized by a perticular faculty, the fee for which is set by the Chancellor)				The search fee relates to a particular search where the approximate date
Small cross of wood	13.00	30.00	43.00	bactam, marriage or burist is known. The fee for a more ceneral search
Small vase not exceeding 305mm x 203mm x 203mm (12" x 6" x 6") or tablet, plaque or other marker commemorating a person whose remains have been cremated	13.00	59.00	72.00	church register is negotiable.
Any other monument	13.00	123.00	136.00	5. Costs and Expenses
(the above fees include the approval of the original inscription by the incumbent) Additional inscription on existing monument	13.00	14.00	27.00	In the case of a martiage service or a funeral service in church, any cost
Searches in Church Benisters				expenses incurred in respect of routine administration (including arranging and times and the making of entries in registers), making the church as
Searching registers of mantages for period before 1 July 1837 (See Note 4) (for up to one hour)		29.00	29.00	and lighting it are included in the fee prescribed as payable to the Par
		29.00	29.00	Church Council.
Searching registers of baptism or burists (See Note 4) (including the provision of one copy of any order therein) for up to one hour		29.00	29.00	6. Fee for Marriage Certificate
for each subsequent hour or part of an hour		29.00	29.00	
Each additional copy of an entry in a register of baptism or burials		14.00	14.00	The following fees are currently payable under the Morriage Act 1949:
Inspection of instrument of apportionment or agreement for exchange of land for tithes				Parochial Church Council under the Registration of Births, Deaths and Mar (Fees) (Amendment) Order 2014; certified copy of entry in marriage resis
deposited under the Tithe Act 1836 Furnishing copies of above (for every 72 words)		14.00	14.00	(Preed) (Amendment) Order 2014; certified copy of entry in marriage registration £4.00; subsequently £10.00. The fees may be increase 1 April 2018.
				Topico.
Extras	Published by			
The fees shown in the table do not include charges for heating, the services of a verger, music (e.g., organist, choir).  The Architechages' Council  The Architechages' Council  The Architechages' Council  The Architechages' Council  Charth House, Cleant  Service in church, any costs and expenses incurred in respect of noutine administration including arranging dates and  Smith Street, Leaden.				
times and the making of crities in registers), making the church available and lighting it are included in the fee rescribed as causitie to the Parachal Church Council	SW1P3AZ			

#### Fee payable to Parochial Church Council

Parochial fees do not include payment for "extras", which must be optional. For example:

- Heating
- · The services of a verger
- · The services of an organist, choir or bell-ringers
- Sheet or recorded music that has to be specially purchased
- The provision of recorded or taped music
- The taking of films, video or sound recordings (where permitted)
- Flowers
- · Special furnishings



#### Fee payable to Diocesan Board of Finance

Minister in receipt of a stipend

• 100% to DBF

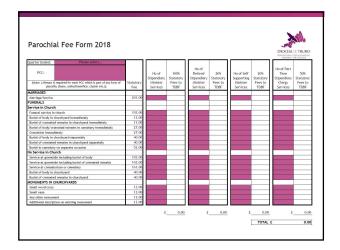
Part time minister in receipt of a stipend

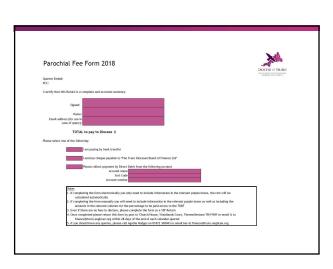
- 50% to minister
- 50% to DBF

Any minister (ordained or Reader) who is not in receipt of a stipend

- · 80% to minister
- 20% to DBF







#### How to account for Parochial Fees

- Recommended that fees are paid to the PCC
- As the PCC is acting as the intermediary, the following elements should not be included in the year end financial statements:
  - Fees passed in full to bell ringers, organists, vergers, choir, etc.
  - Fees passed on to the Diocesan Board of Finance
  - · Part fees passed on to retired clergy
- 'Extra' charges retained by the PCC should be posted as PCC income

#### Service Fees

Only retired stipendiary clergy are entitled to a fee, when ministering outside their usual place of worship. The fees payable are

- £30 for a service with a sermon
- £15 for a second service or one without a sermon
- Fees earned in any one week, remain a maximum of £60.00.

These fees should be met from the PCC's funds.

## Any questions?



