



THE CHURCH
OF ENGLAND

Diocese of St Edmundsbury
and Ipswich

Parish share and its context

For Parish/ Benefice Treasurers and PCCs

This is a short booklet to answer some of the questions we are most frequently asked, including:

- 1 What does parish share (formerly known as centenary share) pay for?
- 2 How is parish share calculated, what is the timing of budgets centrally and how these are agreed with benefices?
- 3 Who is who at the Bishop's and Diocesan offices?
- 4 What is the relationship between a diocese and the national church, especially regarding parish share?

This booklet is correct at the time of publication but will inevitably be overtaken by events – please check our website for the latest information:

www.cofesuffolk.org/for-parishes/parish-administration/parish-share

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1 What does parish share pay for?

1.1 What is parish share?

Parish share is the mechanism this diocese uses to divide the total diocesan costs of ministry and mission between each benefice. It is the payment made by parishes to the Diocesan Board of Finance (DBF). The DBF is the charity and the administrative hub for the Church of England in Suffolk.

The parish share payment finances the following:

- Cost of a priest in a benefice, covering the salary (stipend) and housing and pension costs
- Archdeacons
- Training costs of existing clergy and lay ministers
- Development of future clergy and lay ministers for example ordinands, curates, pioneers, evangelists and children's and families' workers
- Provision of mission-based resources
- Church based advice
- Safeguarding case work and training, overseen by the national church team
- The diocesan office including administration of Diocesan Synod and the charity
- The diocesan registrar, who looks after the legal aspects for both parishes and the diocesan office
- Contributions to the national church, as required by General Synod (see section 4).

1.2 What is the scope and scale of the diocese?

Covering all of Suffolk, excluding Lowestoft, with a population of	650,000
Church buildings	478
Church schools (not funded through parish share)	87
Paid Clergy and Curates	135
Volunteer retired Clergy with Permission to Officiate (PTO)	247
Self-Supporting Ministers (SSM) including those with PTO	122
Readers, Elders and Licenced Lay Ministers (LLMs)	692
Parishes (grouped into 108 benefices)	443
Annual income* from all sources in 2020	£9.0m

*In 2020, parish share was c 70% of the DBF's unrestricted income, with the remainder comprising income from property rentals (for benefices, during vacancies), investments and grants from the national church.

Our finances explained goes into more detail and can be found here: <https://d3hgriq6yacptf.cloudfront.net/5f214e41ab1e4/content/pages/documents/1584027247.pdf>

2.0 How is parish share calculated?

Every benefice is asked to pay the same cost. This cost is adjusted by:

- a 'Wider Church' element, which considers the relative income levels of each benefice, based on 2016 diocesan-wide statistics.
- The cost is then subjected to an adjustment based on the Index of Income Deprivation (IID), 2013 local government statistics, which takes into account the relative affluence/deprivation of the population in each benefice. (Approximately 83 benefices pay a little extra, so as to offer Christian help to the least affluent 29 benefices in the county).

If any parish feels it is unable to meet its allocation of parish share, there is a support process available, initially within the benefice, then the deanery and finally at diocesan level.

2.1 How and when is parish share set each year?

The DBF runs on a calendar year.

The DBF consults in the spring as to the likely clergy numbers and reviews other key variables with bishops and archdeacons to determine the budget and parish share request for the following year.

The draft budget is then presented for discussion at Bishop's Staff, the Finance and Investment Committee and Bishop's Council (also trustees of the DBF). Once approved by Bishop's Council, the budget is taken to Diocesan Synod, normally in June.

The parish share model is then updated for clergy numbers as at 1st September. If there is a change after this point, it would take effect in the following year.

Draft benefice share figures for the following year are shared with Deanery Organisers and Treasurers (late September/October) to help them and the Parochial Church Councils (PCC) with their forward planning.

Deanery Organisers work in different ways to allocate parish share requests across parishes and benefices.

In multi-parish benefices it is up to the incumbent to decide with the PCCs the percentage contribution to come from each parish towards the benefice total.

2.2 Why doesn't the diocese calculate what the parishes can pay and then work out the budget?

The DBF assumes that parishes and benefices wish to be provided with clergy and it therefore bases its budget on the agreed number of clergy across the diocese.

Given the costs associated with each clergy post, it anticipates that the parish share request, based on this assumption, will be paid in good faith.

2.3 What happens if there is a vacancy in a benefice?

A certain level of 'vacancy rate' (based on experience) is included in the budgeted cost of clergy. Benefices are expected to pay a full parish share during vacancies.

If there is a change to the arrangements in a benefice for example a full-time post to a half-time post, this will be reflected in the parish share request in the following year's budget.

3 Who is who?

3.1 The Bishop's office (not funded by parish share)

The Diocesan Bishop	The Rt Revd Martin Seeley
The Suffragan Bishop of Dunwich	The Rt Revd Dr Mike Harrison
Bishop's Chaplain	The Revd Canon Michael Robinson
Archdeacons	Venerable Dr David Jenkins, Archdeacon of Sudbury Venerable Jeanette Gosney, Archdeacon of Suffolk Venerable Rhiannon King, Archdeacon of Ipswich and Director Inspiring Ipswich Venerable Sally Gaze, Archdeacon for Rural Mission and Director Growing in God in the Countryside
Administration (Diary management, supporting clergy vacancy processes and issuing of licenses).	Diane Matthews (Executive Assistant to the Bishops and Archdeacons) Terry Atkins (Secretary to the Bishop) Louise Richardson (Administrative assistant to the Bishops and Archdeacons)

3.2 The team based at the Diocesan office (in normal circumstances)

Roles/departments	Notes
<p>Director of Mission and Ministry</p> <p>The Revd Canon Dave Gardner (Reports to Bishop Mike and Bishop's Staff, a sub-committee of the Bishop's Council).</p>	<p>To support parishes in reaching out to and deepening faith in people of all ages from the very young to the very old. Organises events and training – and offers a presence at wider events such as the Suffolk Show.</p> <p>Organises ongoing training for all clergy and lay ministers.</p> <p>Provision of a University Chaplain in Ipswich partly funded by the Allchurches Trust.</p> <p>Promotes care for the environment across the diocese.</p> <p>Supports the links with our partner Diocese in Kagera, Tanzania.</p> <p>The team comprises six paid roles and a number of volunteers.</p>
<p>Director of Vocations</p> <p>VACANT (Reports to Bishop Martin)</p>	<p>Promotes vocations to accredited ministry (both lay and ordained) and oversees the selection of ordinands as well as their training and support through to the end of curacy.</p> <p>Supported by a team of volunteers.</p>
<p>Inspiring Ipswich</p> <p>Archdeacon Rhiannon King (Reports to Bishop Martin and the Bishop's Staff)</p>	<p>A six-year project funded by the national church until end 2024.</p> <p>Its aim is to nurture Christianity in Ipswich through agreed channels of activity and ultimately to develop 1,500 disciples by the end of the project.</p> <p>The team includes both clergy and employees and is funded by the national church, not parish share.</p>

Roles/departments	Notes
<p>Growing in God in the Countryside</p> <p>Archdeacon Sally Gaze (Reports to Bishop Martin and the Bishop's Staff)</p>	<p>A six-year project funded by the national church until end 2024.</p> <p>Its aim is to nurture Christianity across our rural diocese, exploring new ways of bringing people to faith, aiming to develop 1,500 disciples.</p> <p>The team includes both clergy and employees and is funded by the national church, not parish share.</p>
<p>Diocesan Director of Education</p> <p>Jane Sheat (reports to Bishop Mike as Chair of the Board of Education)</p>	<p>Responsible for religious education, collective worship and governance in the 87 Church schools in the diocese (reaching approx. 33% of the children in the diocese).</p> <p>Apart from Jane, the team consists of four employees who support schools and their headteachers.</p> <p>This work is not funded through parish share.</p>
<p>Safeguarding Manager and Diocesan Safeguarding Officer</p> <p>Karen Galloway (Reports to Anna Hughes and the independent Safeguarding Panel)</p>	<p>Applies policy set by the national church, supports parishes with enquiries and casework, oversees delivery of training and ensures clergy DBS (Disclosure and Barring Service) checks are up to date.</p> <p>The team includes a trainer and an administrator who both support and are supported by a network of volunteer Parish Safeguarding Officers (PSOs) and trainers.</p>
<p>DAC</p> <p>Charlotte Hodgson (Acting) (Reports to Anna Hughes)</p>	<p>Supports the process of faculties (planning applications) and delivers expert advice through the supporting work of a committee of volunteer specialists (Diocesan Advisory Committee (DAC) for the Care of Churches).</p> <p>The DAC Secretary has a part-time assistant.</p>

Roles/departments	Notes
<p>Finance Director</p> <p>Gary Peverley</p> <p>(reports to Anna Hughes)</p>	<p>The team manages the finances for the charity (DBF) and for several other related charities and subsidiaries such as the Suffolk Clergy Charity. It liaises with c 450 parishes regarding parish share and with c 200 parishes for which it manages their investment funds.</p> <p>Supported by three team members and many willing volunteers.</p>
<p>Parish Finance & Resources Manager</p> <p>Lee Jukes</p> <p>(Reports to Gary Peverley)</p>	<p>Supports parishes with best practice – in terms of income generation and cost management. Helps parishes implement initiatives such as the Parish Giving Scheme and contactless giving.</p> <p>Supported and is supported by a wide network of volunteers including treasurers and Parish Giving Advisors.</p> <p>The team includes two other roles, both of which are funded by the national Church to help develop parish 'giving' in a variety of ways.</p>
<p>Communications Manager</p> <p>Leonie Ryle</p> <p>(Reports to Anna Hughes)</p>	<p>Responsible for coordinating and publishing stories about the good work that goes on in the diocese, for sharing good practice with parishes and for co-ordinating the maintenance of the website.</p> <p>Supported by a Communications Apprentice.</p>
<p>Property Team</p> <p>Dawn Gillett</p> <p>(Reports to Gary Peverley)</p> <p>(for Pastoral matters serves the Archdeaconry/Diocesan Mission and Pastoral Committees)</p>	<p>The team ensures that all clergy and curates have good quality and well-maintained accommodation. Also supports all clergy house moves into the diocese – buying and selling where necessary.</p> <p>The team:</p> <ul style="list-style-type: none"> • manages the land agents for c 300 acres of glebe land. • will include a Pastoral Secretary to support the process of making structural changes to benefices.

Roles/departments	Notes
	<ul style="list-style-type: none"> Includes an administrator.
<p>Strategic IT Manager</p> <p>Nigel Cook (reports to Anna Hughes)</p>	<p>Supports the diocesan team, the Bishop's office, archdeacons and parishes with IT developments, ensuring a safe and secure IT infrastructure and ensures processes are in place to keep parish data up to date.</p>
<p>Diocesan Secretary</p> <p>Anna Hughes</p> <p>(Reports to Bishop Martin and the Chair of the DBF trustees, Mark Pendlington and to sub-committees)</p>	<p>The role is responsible for running the charity (St Edmundsbury and Ipswich Diocesan Board of Finance) and synodical governance. This includes supporting the Bishop's Council (who are also the trustees of the charity, the standing committee of the Diocesan Synod and the Diocesan Mission and Pastoral Committee).</p> <p>Supported by an assistant, Lorna Todd, who handles governance matters and oversees reception.</p>

4.0 What is the relationship with the national church?

The national church sets the vision and strategies and priorities for its 42 dioceses. Resourcing dioceses in a number of different ways, for example with regard to ministry, mission, the care of churches and safeguarding.

The national church is in fact seven separate entities: the main ones are the Church Commissioners and the Archbishops' Council.

(www.churchofengland.org/about/leadership-and-governance/national-church-institutions).

4.1 The Church Commissioners (CC)

The CC exist to support the work and mission of the Church of England today and for future generations, helping it to remain a Christian presence in every community.

The CC manage an £8.3bn investment fund in a responsible and ethical way, using the investment income to contribute towards the cost of mission projects, dioceses in low-income areas, pensions, Bishops and Cathedrals (the latter both in perpetuity).

Because much of the CC funds are for costs that are assumed to exist for ever, the CC calculates how much of its income it can spend/invest to maintain its capital base. This income is distributed to cathedrals and to dioceses.

Our diocese currently receives support for two major projects and in 2020 received £600k to help support parish share during the Covid-19 pandemic.

On a reducing basis, this diocese receives lowest income support funding – currently about £120k – by 2026 this will reduce to nil.

4.2 The Archbishops' Council

The Archbishops' Council (a charity) was established in 1999 to co-ordinate, promote, aid and further the work and mission of the Church of England. It does this by providing national support to the Church in dioceses and locally, working closely with the House of Bishops and other bodies of the Church.

Dioceses are required to fund some of the work and costs of the Archbishops' Council. The funding is agreed through General Synod and our diocese currently contributes c £700kpa. This is distributed in the following areas:

- Training for ministry and a contribution towards the national pooling of central ordinand training
- Grants towards overseas mission including pensions
- Contribution towards the provision of clergy housing in retirement
- National church costs including General Synod.

5.0 For further information

Please visit our website for further information www.cofesuffolk.org

Appendix

an overview of the national and diocesan governance structures

GOVERNANCE OF THE CHURCH OF ENGLAND in Suffolk

"Episcopally led and synodically governed"

THE QUEEN (Supreme Governor)

GENERAL SYNOD (A 'sort of Parliament' for the church) (Approx. 470)

Representatives from, House of Bishops, House of Clergy, House of Laity

From Suffolk:

Bishop Martin, 3 Clergy, 3 Laity

DIOCESAN SYNOD: In full session approx. 200 members (3 meetings per year)

Includes: Bishops & Senior post-holders: Elected Clergy + Elected Laity. It includes representation from all 17 Deaneries

BISHOP'S COUNCIL (Standing Committee of the Diocesan Synod: up to 21 Members, incl. Laity)

Responsible for Strategic Planning, it delegates many of its responsibilities to committees.

The members of Bishop's Council are also: the trustees of the DBF (the name of the charity that the Diocese uses to manage and finance its affairs) and the members of the Diocesan Mission and Pastoral Committee).

Diocesan Board of Finance (DBF)

Between them, members of the Leadership Team service the following committees



* independent, links with national safeguarding team

DEANERY SYNODS (Clergy & Lay representation from each Parish)

PAROCHIAL CHURCH COUNCILS (PCC) (Rector is the Chairman)

FACTS and FIGURES (2020)

663,000 Population of Diocese	117 Stipendiary Clergy
c.19,000 On Electoral Roll (3%)	47 SSMs (Self-supporting Ministers)
c.11,000 Attend church once a month	169 LLMs (Local Lay Ministers)
	507 Lay Elders
478 Church buildings (457 Listed)	
445 Parishes	
108 Benefices	