

# Parish Share Guide

Sharing the cost of being  
the Church in the Diocese  
of Salisbury

Endorsed by Diocesan Synod  
September 2024





**“I do not mean that there should be relief for others and pressure on you, but it is a question of a fair balance between your present abundance and their need, so that their abundance may be for your need.”**

2 CORINTHIANS, CHAPTER 8, VERSE 13 – 14

# Foreword

As Christians we belong to God through Christ. It follows from this mutual inheritance that we belong also to one another. Sharing in the life of God who is Father, Son and Holy Spirit not only brings us into relationship with Him, but also enables us to be recipients of his generosity and life-giving love.

The Christian response to God's generosity involves giving to others. This simple yet vital principle of discipleship can be lived out in the way we meet the costs of our shared mission and ministry.

The Share apportionment scheme adopted in this Diocese seeks to build upon this principle in ways that we hope will be both understandable and fair to all.

In our church family we have many opportunities to express our thanksgiving to God, and principally through our generosity to one another. For many, the most natural place to express this sharing is in our local parishes.

However, we are also part of a wider church and Anglican Communion. Our Share System seeks to honour both the local and diocesan dimension of the church family life we share.

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Archdeacon of Dorset and  
Director of Finance and  
Asset Management

September 2024

# Introduction

The Share System is being introduced on 1 January 2025 and is based on the following principles:

- **Simplicity, Transparency and Objectivity**

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- **Every Benefice should pay a realistic contribution to the cost of being church in the Diocese of Salisbury**

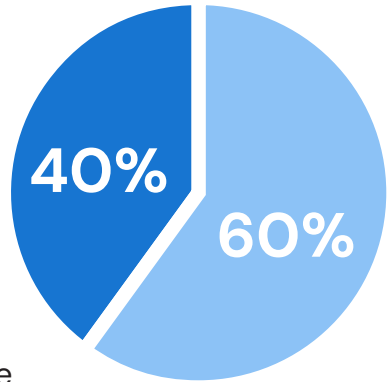
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- **Generosity coupled with Mutual Support**

The system defines both the formula for apportionment and the process by which it is applied.

## INTRODUCTION

At its simplest the system, takes 60% of the annual amount to be raised through Share and allocates that to benefices according to the ministry deployed there and takes the remaining 40% and divides that by the number of people who participate in the life of the churches in the Diocese, the 'Worshipping Community.'



As part of the Church of England, each parish completes a mission return to the national Church in January, which includes their 'Worshipping Community' figure. An amalgamation of these figures gives the 'Worshipping Community' total for the diocese.

These figures are assessed by the Deanery Standing Committee then forwarded to the Diocesan Office for calculation of the parish Share request together with any requests from parishes for assistance from the income on the Stipends Capital Account.

## INTRODUCTION

Half of the Fee income for occasional offices received for the year up to June will be deducted from the following year's Share request.

The Share requests are notified directly to parishes and copied to Deanery Treasurers and Rural Deans and Lay Chairs. The Incumbent will also receive a letter detailing the Benefice Share request.

The Finance and Resources Committee, appointed by the DBF Trustees (Bishop's Council), ensures that the method of calculation continues to be equitable, and will make any necessary adjustments. They will determine any requests for assistance from the income on the Stipends Capital Account as advised by the archdeacons. Any changes are explained when the annual share request is sent out.

# The Process

The process inevitably asks parishes and deaneries to be more aware of each other's needs, strengths and weaknesses. We hope it also fosters a greater sense of belonging to the wider community of the church.

## Assessing the number of members for Share – The Worshipping Community

The 'worshipping community' of a church is defined by the national church as anyone who attends that church (including Fresh Expressions of Church) regularly, for example at least once a month, or would do so if not prevented by illness, infirmity or temporary absence. It includes activities such as fellowship groups and other activities that have a distinct act of worship or prayer. It also includes acts of worship not on church premises (e.g. at a school or community centre).

### **It includes:**

- Those who come to midweek services;
- are ill and unable to come to church;
- are away on holiday or business;
- have home communions;
- are part of a regular 'fresh expression' of church;
- live in care or residential homes and would consider themselves to be full members of their church; perhaps electoral roll members or those who receive the new sheet
- give regularly to their church;
- lead worship.





## THE PROCESS

### **It does not include:**

Visitors – e.g. holidaymakers, baptism parties or those who consider their 'home' church to be another church. For share purposes, it does not include those who are under 18 years old.

The inclusion of Fresh Expression members is the main departure from the old Fairer Share membership definition, but it is time to include these people. Also, they are recorded in the January of the year before they will form part of the Share calculation so there is time to absorb and disciple new adults who come to a Fresh Expression.

In multi-parish benefices members frequently travel to whichever church is hosting the service and this is something the Diocese wishes to encourage. In that situation you would be expected to count people only once and in the parish which was either/or;

- their place of residence
- their main place of worship
- the parish which received their financial giving

whichever is more appropriate whilst ensuring that the total Worshipping Community for the benefice is correct.

## THE PROCESS

### The review process

Each January PCCs are encouraged to approve their Worshipping Community figure and submit this to the National Church as part of their Mission Statistics. In March the Diocesan team pick up these figures and include them on a Benefice Share Information Form sent to incumbents. This form includes a section to request relief from central funds.

The Deanery Standing Committee reviews the Benefice Share Information Form for reasonableness (as regards numbers and requests for relief) and comments accordingly. If the Standing Committee cannot agree the Worshipping Communities figure with a parish the Standing Committee has the final say.

The Diocesan Office will make a final review consulting with Archdeacons where appropriate.

### The Deployment figure for Benefices

Establishment posts for each benefice are agreed by the Archdeacons by the end of June in the year of the count. It includes those in post, and posts that have been agreed but are not yet advertised or filled. Where pastoral re-organisation is in hand a view will be taken whether to request share as per any new arrangements likely to take effect by the year end.

## THE PROCESS

Establishment posts are either stipendiary clergy, paid lay posts agreed to be paid through share or house for duty. Paid lay posts are treated in the same way as stipendiary ordained posts for Share purposes.

Part time posts or posts where housing (or housing allowance) is not provided are treated as a fraction of equivalent full time parochial posts.

The following fractions based on average cost differentials are used: –

- house for duty 0.33,
- ½ stipend with house 0.66
- Paid lay post 0.66
- Paid lay post with house 1
- Stipendiary with house 1

Where posts are split across benefices the proportion of the split is agreed with the Deanery.

### The calculation of Parish Share apportionment

A parish's share apportionment will be its proportion of the total Diocesan Share request based upon its Worshipping Communities figure and its ministry deployment.

There may be three adjustments to this figure, firstly half the fee income on occasional offices received in the year to June of the preceding year will be deducted. Secondly any request for assistance from the income on the Stipends Capital Account that is agreed by FRC will be deducted.

## THE PROCESS

The third adjustment will occur during the year if the benefice is in vacancy and that vacancy lasts for more than one year. In that circumstance where the vicarage is let out, 75% of the rental income will be credited against the share request. This will start from January 2026.

### [The Mechanism and Eligibility for assistance from the Income on the Stipends Capital Account](#)

The amount available will be decided as part of setting the Diocesan budget for the year in question. Priority will be given to parishes in areas of social deprivation but any parishes in temporary difficulty (for instance lead stolen from a church roof) can also apply. Requests are to be sent in on the Benefice Share Information Form to the Deanery Standing Committees who will express a view to the archdeacon. The archdeacon will write a report with recommendations to FRC for all requests from his or her archdeaconry/area. FRC will assess all the requests and decide the allocation.

# Timetable

The Diocesan Budget is circulated in draft in March/April for consultation and considered at the June meeting of Diocesan Synod. This should give parishes not only more time to budget efficiently themselves, but also to have greater time for discussion of the issues raised.

The annual process is outlined on the next page.

## TIMETABLE

### March

The Diocesan Office sends out the Benefice Share Information Form to incumbents with Worshipping community figures pre-populated from the National statistics. If these have not been submitted the prior year's figure will be used. The Form will have a section to request assistance from the income on the Stipends Capital Account. The figure is discussed and agreed by the PCC and sent by the Incumbent to the Rural Dean.

### By the end of April/May

The Deanery Standing Committee (or other body appointed by the Deanery Synod) assesses both the fairness and the objectivity of the Benefice Share Information Form and, if necessary, discusses them with the parishes concerned.

If the Standing Committee cannot agree the parish's 'Worshipping Communities' figure with a parish or is unhappy with its request for assistance the Committee has the final say. The Rural Dean signs the Benefice Share Information Form including any amendments and returns the forms for all parishes in the Deanery to the Diocesan Office.

### June

Diocesan Synod agrees the budget for the following year. Archdeacons agree the deployment figures and review the returns from parishes for anomalies that might need further investigation.

### July

Parishes have until the end of July to submit any parochial fees for the year to the end

## TIMETABLE

of June. This figure will be deducted from the following year's share request.

### August

When all the fees and forms are received and agreed the Diocese makes the diocesan-wide calculation of Share Requests allocating directly to parishes. The Archdeacons and Deanery Treasurers are also consulted on the first draft of the request.

### September

All parishes are notified of their request. A Benefice Summary will be sent to the incumbent with an option to apportion the total request differently across the parishes within the benefice. This may be appropriate for instance if one church hosts a fresh expression on behalf of the wider benefice.

Any difference in apportionment to be agreed by all the parishes and notified to the Diocesan Team by the end of October.

### November

Final Requests are sent out. The Deanery Treasurer, Rural Dean and Lay Chairman each receive a summary of the requests given to its churches. Having gone through the above process, the Deanery retains a pivotal responsibility for seeking to ensure that all its parishes pay their Share to the diocese. It is hoped that both deaneries and parishes find this not only an efficient process, but also one that results in a greater mutual awareness of the strengths and weaknesses of parishes.



**Making  
Jesus  
Known**