

To: ALL LICENSED CLERGY AND
CLERGY WITH PERMISSION TO OFFICATE

December 2024

MILEAGE AND OCCASIONAL DUTY RATES 2025

DIOCESAN MILEAGE RATE

The HM Revenue and Customs Authorised Rates are as follows, having also been the Diocesan mileage rates with effect from the **1st January 2012**:

<i>Motor cars and vans (flat rate for all engine sizes)</i>	
Up to 10,000 business miles	45p per mile

Those with more than one vehicle and/or post need to note that the rates apply to the aggregate involved of all work-related motoring. Clergy who use more than one vehicle for work and/or who receive reimbursement from more than one source, will, therefore, need to consider whether the total reimbursement received will be in excess of the amount payable under the statutory figures.

OCCASIONAL DUTY RATE

The occasional duty fees are linked to the statutory fees charged under the table of parochial fees. Any increase to the statutory fee is linked to the twelve month consumer prices index (CPI) as at August.

I confirm the Occasional Duty rates for use in the Diocese with effect from **1st January 2025** are:

Occasional Duty Rates for Sunday or Weekday Duty

Occasional Duty involving one service on a Sunday or a weekday:	£43.00
Full Sunday Duty involving two services or more:	£86.00

Expenses for Sunday or Weekday Duty

In addition travelling expenses at the current Diocesan rates and hospitality should be offered.

Occasional Duty Rates for an Occasional Office

For a Wedding in Church	£120.00
For a Funeral in Church	£55.00*
For a Service in a Cemetery or Crematorium	£98.00

A more detailed breakdown of the rates is provided overleaf.

* This rate reflects the fact that the fee payable to the Diocesan Board of Finance for a service in Church is less than for a service in a Cemetery or Crematorium.

Occasional Duty Rates from the 1st January 2025

Type of Service	2025 (£)
Marriage Service	120.00
Funeral Service in Church	55.00
Service in crematorium or cemetery (no service in church)	98.00
Service at Graveside (no service in church)	58.00
Burial in Churchyard following from service in church	9.00
Burial in cemetery or cremation following on from service in church	17.00
Burial of body in churchyard on separate occasion	32.00
Burial of cremated remains in churchyard on separate occasion	32.00
Burial in cemetery on separate occasion	36.00
Burial of body or cremated remains in churchyard (no service in church)	32.00
Occasional Duty Rates	2025 (£)
Occasional Duty rate for Sunday or weekday duty - 1 service	43.00
Full Sunday duty involving two services or more	86.00