

Paper H1

NSM Expenses Policy

Ministries Committee

Basic information

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Action required	Decision.
Draft resolution(s)	Resolution 17 Assembly Executive adopts the NSM Expenses Policy.

Summary of content

Subject and aim(s)	General Assembly 2024 asked for a Plan for Partnership for Remuneration for NSMs. NSMs are not remunerated but receive expenses. This paper sets out clearly what those expenses are.
Main points	The policy clarifies: <ol style="list-style-type: none">1. reimbursement for travel2. expenses for travel as outlined by HMRC3. general expenses4. expenses for pastoral supervision.
Previous relevant documents	Paper H2 Assembly Executive 2023.
Consultation has taken place with...	Synod Moderators.

Summary of impact

Financial	None.
External (eg ecumenical)	None.

NSM Expenses Policy

1. Finance

By definition, non-stipendiary ministers are not paid any kind of stipend or other remuneration by the Church. Nevertheless, non-stipendiary ministers are entitled to expect full reimbursement for out-of-pocket expenses as set out in the Plan for Partnership in Ministerial Remuneration (Revised 2025) paragraphs 6.3.4, 6.3.4.1, 6.3.4.4, 6.3.5; 6.4.

- 1.1 For clarity:
- 1.1.1 A car shall not normally be provided by a pastorate to a non-stipendiary minister.
 - 1.1.2 The minister shall not be provided with a fixed car allowance.
 - 1.1.3 Housing or a housing allowance are not normally paid to a non-stipendiary minister. However, where there is a manse available, and the non-stipendiary minister wishes to use it, there is no reason why this should not be arranged. Such an arrangement, however, should include a lease or licence, entered into by the Trustee on the advice of a solicitor, and a commercial rent would be payable.
 - 1.1.4 Where it is the custom of a local church to offer a gift to a visiting worship leader in addition to travelling expenses, such a gift should also be offered to a non-stipendiary minister. The amount is shown in the Plan for Partnership in Ministerial Remuneration Appendix 1, currently £40.

2. Travel

The costs of travel on church business shall be met as follows (PfP 6.3.4).

- 2.1. Car: where a minister provides a car, the financial arrangements shall be agreed with the Synod, the local church and the minister and shall be stated in the Terms of Settlement. The MoM sub-committee shall distribute annually the maximum rates of reimbursement for mileage undertaken on church business, which must not be exceeded (see Appendix A) (PFP 6.3.4.1).
- 2.2. HMRC mileage rates are:
- | | | |
|-------------|--------------------|-----|
| Car | Up to 10,000 miles | 45p |
| | Over 10,000 miles | 25p |
| Bicycle | | 20p |
| Motorcycles | | 24p |
- 2.3. Other travel: the cost of travel on church business by public transport shall be reimbursed by the local church or other appropriate body.

3. Expenses

The local church or other appropriate body shall reimburse the minister for the cost of postage, telephone, broadband internet connection, stationery and any other expenses necessarily incurred on church business. This may well include expenses relating to the use of a computer and in some instances the provision of a computer. The reimbursement of expenses will be on the basis of actual cost incurred, and not by a predetermined lump sum (PFP 6.3.5).

4. Pastoral supervision

As agreed at Mission Council 2020, pastorates (and Synods where there is a Synod role) are strongly encouraged to pay towards the costs of their minister's pastoral supervision, normally 50%. Remaining costs will be met by Assembly funds. Where local pastorates feel they have the resources to bear the whole cost of supervision, they are encouraged to do so. Any pastorates which face particular challenges in meeting the cost may make a further request for funding from the denomination through their Synod.

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The local pastorate may claim back the denominational contribution on an annual basis, normally in December of each year.