

To: ALL LICENSED CLERGY AND  
CLERGY WITH PERMISSION TO OFFICATE

December 2023

**MILEAGE AND OCCASIONAL DUTY RATES 2024**

**DIOCESAN MILEAGE RATE**

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

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

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 **1<sup>st</sup> January 2024** are:

Occasional Duty Rates for Sunday or Weekday Duty

Occasional Duty involving one service on a Sunday or a weekday:	£42.00
Full Sunday Duty involving two services or more:	£84.00

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	£118.00
For a Funeral in Church	£54.00*
For a Service in a Cemetery or Crematorium	£96.00

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 1<sup>st</sup> January 2024**

<b>Type of Service</b>	<b>2024 (£)</b>
Marriage Service	118.00
Funeral Service in Church	54.00
Service in crematorium or cemetery (no service in church)	96.00
Service at Graveside (no service in church)	57.00
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	31.00
Burial of cremated remains in churchyard on separate occasion	31.00
Burial in cemetery on separate occasion	35.00
Burial of body or cremated remains in churchyard (no service in church)	31.00
<b>Occasional Duty Rates</b>	<b>2024 (£)</b>
Occasional Duty rate for Sunday or weekday duty - 1 service	42.00
Full Sunday duty involving two services or more	84.00