



THE CHURCH OF ENGLAND

THE DIOCESE OF HEREFORD

HEREFORD DIOCESAN BOARD OF FINANCE

2012 BUDGET

28/09/2011

HEREFORD DIOCESAN BOARD OF FINANCE

2012 DRAFT BUDGET

Budget Assumptions:

- (a) Inflation 3%
 - (b) Deposit Interest Rate (Average) 1%
 - (c) Investment Income Growth 5%
 - (d) Diocesan Stipend +2.0%
 - (e) Deanery Share Increase +2.9% (Unless there has been change in the Deanery Pastoral Plan Numbers)
- (1) No assumption has been made about the level of proceeds of sale of houses, less purchases, available for investment.

EQUALISATION RESERVE

The original Diocesan Five Year Financial Plan was drawn up for the Strategy Committee in 1994 with a view to smoothing increases in Parish Share during a period of withdrawal of funding by the Church Commissioners.

The plan was later modified to include provisions for payments in to the Clergy Pension Fund when it became clear that future pension liabilities would become a Diocesan responsibility.

The original plan envisaged a complete withdrawal of funding for Stipends by the Commissioners by the year 2000 and the full utilisation of the Equalisation Account by that date. However the Commissioners offered some financial support for stipends beyond the year 2000, together with a six year 'phasing in' of full Diocesan pension liabilities (which commenced in 1998).

The result was that the Equalisation Account continued to smooth share increases beyond 2000 and it is now planned to maintain this fund to further smooth increases in the future.

	£
Accumulated Equalisation Reserve at 31st December 2010	311,347
2011 Budget	(45,190)
2012 Budget	(24,807)
Expected Balance at 31st December 2012	<u>241,350</u>

HEREFORD DIOCESAN BOARD OF FINANCE

Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget % £
			Incoming resources			
			Incoming resources from generated funds:			
			Voluntary Income			
3,739,729	3,909,565	2	Parish Share - Basic	4,022,942		2.90% 113,377
			- Pastoral Plan Adjustment	-32,758		
				3,990,184	71.87%	
372,973	396,641	3	Archbishops' Council	432,224	7.78%	8.97% 35,583
30,000	0	4	Support from Mission & Ministry Fund Reserve	0	0.00%	0.00% 0
6,263	6,700	5	Other - Trust income	7,250	0.13%	8.21% 550
84,917	73,700	6	- Current income	84,900	1.53%	15.20% 11,200
198,142	182,800	7	Activities for generating funds	183,500	3.30%	0.38% 700
433,106	432,300	8	Investment income - Glebe	445,000	8.01%	2.94% 12,700
93,231	105,000	9	- Dividends and Interest	101,200	1.82%	-3.62% (3,800)
			Incoming resources for charitable activities:			
260,703	265,012	10	Statutory fees and other income	283,162	5.10%	6.85% 18,150
26,213	45,190	-	Transfers from Equalisation Account (see NB)	24,807	0.45%	-45.11% (20,383)
£5,245,277	£5,416,908		Total incoming resources	£5,552,227	100.00%	2.50% 135,319
			Resources expended			
			Costs of generating funds:			
21,905	21,200	11	Cost of generating voluntary income	20,520	0.37%	-3.21% (680)
15,303	25,000	12	Investment management costs	27,064	0.49%	8.26% 2,064
60,703	59,000	13	Parish share rebate	62,500	1.13%	5.93% 3,500
			Charitable activities:			
347,551	383,502	14	Contributions to Archbishops' Council	369,824	6.66%	-3.57% (13,678)
4,160,034	4,251,378	15	Resourcing ministry and mission	4,383,434	78.95%	3.11% 132,056
158,307	180,038	16	Education	181,035	3.26%	0.55% 997
49,571	59,900	17	Parochial support	64,660	1.16%	7.95% 4,760
27,880	20,890	18	Grants and donations	13,920	0.25%	-33.37% (6,970)
9,235	8,600	19	Governance costs	9,600	0.17%	11.63% 1,000
394,788	407,400	20	Other resources expended	419,670	7.56%	3.01% 12,270
£5,245,277	£5,416,908		Total resources expended	£5,552,227	100.00%	2.50% 135,319

NB: The Equalisation Account is used to mitigate fluctuations in Parish Share increases

HEREFORD DIOCESAN BOARD OF FINANCE
Notes to the Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget	
						%	£
			2 Parish contributions:				
			Parish share				
3,798,448	3,870,619	}	- Basic Increase	4,022,942	72.46%	3.94%	152,323
16,252	70,290		- Arising from New Posts at Bridgnorth and Telford Severn Gorge	0	0.00%	-100.00%	(70,290)
-15,464	-31,344		- Not assessed due to pastoral reorganisation	-32,758	-0.59%	4.51%	(1,414)
3,799,236	3,909,565			3,990,184	71.87%	2.06%	80,619
-59,738	0		Provision against unpaid share	0	0.00%	0.00%	
231	0		Earlier years unpaid share paid	0	0.00%	0.00%	
£3,739,729	£3,909,565			£3,990,184	71.87%	2.06%	80,619
			3 Voluntary income from Archbishops' Council				
372,973	396,641		Selective allocation	432,224	7.78%	8.97%	35,583
£372,973	£396,641			£432,224	7.78%	8.97%	35,583
			4 Tempory Support from the Mission and Ministry Fund				
30,000	0			0	0.00%	0.00%	0
£30,000	£0			£0	0.00%	0.00%	0
			Other voluntary income:				
			5 Trust income and grants:				
6,263	6,700		Trust Income	7,250	0.13%	8.21%	550
£6,263	£6,700			£7,250	0.13%	8.21%	550
			6 Current income:				
			Ecclesiastical Insurance Office:				
82,078	72,000		Share of profits	83,000	1.49%	15.28%	11,000
206	300		Sundry income	300	0.01%	0.00%	0
1,629	1,400		Chancellors Fees	1,600	0.03%	14.29%	200
1,004	0		Donations	0	0.00%	0.00%	0
£84,917	£73,700			£84,900	1.53%	15.20%	11,200
			7 Income from activities for generating funds:				
107,839	95,000		Rental income from - Parsonage Property (average 12)	95,000	1.71%	0.00%	0
88,168	85,000		- Board Property (average 12)	86,000	1.55%	1.18%	1,000
2,135	2,800		- Office Lettings	2,500	0.05%	-10.71%	(300)
£198,142	£182,800			£183,500	3.30%	0.38%	700
			Investment Income:				
			8 Glebe:				
100,136	104,000		Land and Houses	101,000	1.82%	-2.88%	(3,000)
61,616	57,000		Commercial Property (Including £24K for ECO Park)	57,000	1.03%	0.00%	0
93,000	93,000		Industrial Property	93,000	1.68%	0.00%	0
178,354	178,300		Interest and Dividends on DSF Capital	194,000	3.49%	8.81%	15,700
£433,106	£432,300			£445,000	8.01%	2.94%	12,700
			9 Dividends and Interest:				
			Expected Split of Income from:				
79,569	105,000	}	Equity	101,200	1.82%	-3.62%	(3,800)
8,627			Fixed Interest				
2,763			Index Linked				
2,272			Cash				
£93,231	£105,000			£101,200	1.82%	-3.62%	(3,800)
			10 Incoming resources from charitable activities:				
192,389	185,000		Assigned Fees	208,000	3.75%	12.43%	23,000
64,357	75,000		Sequestration Fees	72,000	1.30%	-4.00%	(3,000)
461	2,350		Sequestration, Dividends and Interest	500	0.01%	-78.72%	(1,850)
3,496	2,662		Church Commissioners - Guaranteed Annuities	2,662	0.05%	0.00%	0
£260,703	£265,012			£283,162	5.10%	6.85%	18,150

HEREFORD DIOCESAN BOARD OF FINANCE
Notes to the Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget	
						%	£
			11 Cost of generating voluntary income:				
21,905	21,200		Property Agents Fees	20,520	0.37%	-3.21%	(680)
<u>£21,905</u>	<u>£21,200</u>			<u>£20,520</u>	<u>0.37%</u>	<u>-3.21%</u>	<u>(680)</u>
			12 Investment management costs:				
12,770	15,000		Glebe Agent's Fees	17,064	0.31%	13.76%	2,064
2,533	10,000		Glebe Land Tree Maintenance	10,000	0.18%	0.00%	0
<u>£15,303</u>	<u>£25,000</u>			<u>£27,064</u>	<u>0.49%</u>	<u>8.26%</u>	<u>2,064</u>
			13 Parish share rebate:				
60,703	59,000			62,500	1.13%	5.93%	3,500
<u>£60,703</u>	<u>£59,000</u>			<u>£62,500</u>	<u>1.13%</u>	<u>5.93%</u>	<u>3,500</u>
			NB A rebate of 2% is given to Deaneries who can meet their parish share in full on a regular quarterly basis and have no arrears of share with the Diocese.				
			A rebate of 1% is given to Deaneries who can meet their current parish share in full on an agreed basis and who agree to make regular repayments of their arrears.				
			14 Contributions to Archbishops' Council:				
136,520	142,336		Residential Training - Ministry Division	148,315	2.67%	4.20%	5,979
136,934	135,997		General Synod Fund Apportionment	138,420	2.49%	1.78%	2,423
9,605	9,302		Contribution to Missions Agency Clergy Pensions	8,057	0.15%	-13.38%	(1,245)
37,763	39,813		Retired Clergy Housing Costs (CHARM)	42,283	0.76%	6.20%	2,470
26,729	56,054		Pooling of Ordinand Candidate Costs	32,749	0.59%	-41.58%	(23,305)
<u>£347,551</u>	<u>£383,502</u>			<u>£369,824</u>	<u>6.66%</u>	<u>-3.57%</u>	<u>(13,678)</u>
			15 Expenditure on resourcing ministry and mission:				
			Parish ministry:				
2,673,662	2,816,369		Stipends, Housing and Resettlement (Note 21)	2,897,804	52.19%	2.89%	81,435
789,973	682,600		Pension Contributions	702,400	12.65%	2.90%	19,800
68,975	44,000		Sequestration Expenses	45,000	0.81%	2.27%	1,000
<u>£3,532,610</u>	<u>£3,542,969</u>			<u>£3,645,204</u>	<u>65.65%</u>	<u>2.89%</u>	<u>102,235</u>
			Support for Ministry:				
211,101	220,928		Church & Society (Note 22)	223,304	4.02%	1.08%	2,376
63,101	67,617		Archdeacon (Note 23)	68,383	1.23%	1.13%	766
3,919	4,197		Community Worker (Note 24)	4,136	0.07%	-1.45%	(61)
22,694	28,526		Expenses of Part-time Diocesan Officers (Note 25)	26,332	0.47%	-7.69%	(2,194)
13,135	22,904		Expenses of Diocesan Committees (Note 26)	19,256	0.35%	-15.93%	(3,648)
293,486	337,317		Ministry Development and Training (Note 27)	373,299	6.72%	10.67%	35,982
12,622	15,700		Publications (Note 28)	14,900	0.27%	-5.10%	(800)
7,366	11,220		Conferences and Other Expenses (Note 29)	8,620	0.16%	-23.17%	(2,600)
<u>£627,424</u>	<u>£708,409</u>			<u>£738,230</u>	<u>13.30%</u>	<u>4.21%</u>	<u>29,821</u>
<u>£4,160,034</u>	<u>£4,251,378</u>			<u>£4,383,434</u>	<u>78.95%</u>	<u>3.11%</u>	<u>132,056</u>

HEREFORD DIOCESAN BOARD OF FINANCE
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2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget	
						%	£
			16 Education:				
150,453	173,800		Salaries/Stipend, Pensions and NIC	173,500	3.12%	-0.17%	(300)
6,537	11,500		Consultants	41,600	0.00%	-100.00%	(11,500)
6,375	13,600		Travelling		0.75%	205.88%	28,000
16,217	14,700		Administration		0.00%	-100.00%	(14,700)
(28,000)	(33,562)		Less: Church Schools Work (Est)	(34,065)	-0.61%	1.50%	(503)
8,740	3,000		Projects - Cost	3,000	0.05%	0.00%	0
(2,015)	(3,000)		- Income	(3,000)	-0.05%	0.00%	0
<u>£158,307</u>	<u>£180,038</u>			<u>£181,035</u>	<u>3.26%</u>	<u>0.55%</u>	<u>997</u>
			17 Parochial Support:				
22,068	31,000		Church Inspection Fees	35,760	0.64%	15.35%	4,760
			DAC For the Care of Churches				
22,952	23,900		Salaries	24,400	0.08%	2.09%	500
4,551	5,000		Travel/Administration	4,500	1.16%	-10.00%	(500)
<u>£49,571</u>	<u>£59,900</u>			<u>£64,660</u>	<u>1.16%</u>	<u>7.95%</u>	<u>4,760</u>
			18 Grants and Donations:				
21,000	14,000		Bishop Mascall Centre	7,000	0.13%	-50.00%	(7,000)
2,950	2,950		Churches Together in Herefordshire	2,950	0.05%	0.00%	0
2,800	2,800		Churches Together in Shropshire	2,800	0.05%	0.00%	0
790	800		West Midland Regional Church Forum	830	0.01%	3.75%	30
			Deaf & Dumb Societies:				0
120	120		- Hereford & Worcester	120	0.00%	0.00%	0
120	120		- South Staffs & Shropshire	120	0.00%	0.00%	0
100	100		Historic Churches Preservation Trust	100	0.00%	0.00%	0
<u>£27,880</u>	<u>£20,890</u>			<u>£13,920</u>	<u>0.25%</u>	<u>-33.37%</u>	<u>(6,970)</u>
			19 Governance costs:				
9,235	8,600		Audit Fee	9,600	0.17%	11.63%	1,000
<u>£9,235</u>	<u>£8,600</u>			<u>£9,600</u>	<u>0.17%</u>	<u>11.63%</u>	<u>1,000</u>
			20 Other resources expended:				
335,907	354,400		30 Diocesan Support - General	364,870	6.57%	2.95%	10,470
49,038	48,000		31 - Professional Fees	48,800	0.88%	1.67%	800
9,843	5,000		National Support - General Synod Representation	6,000	0.11%	20.00%	1,000
<u>£394,788</u>	<u>£407,400</u>			<u>£419,670</u>	<u>7.56%</u>	<u>3.01%</u>	<u>12,270</u>

HEREFORD DIOCESAN BOARD OF FINANCE
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2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget %	£
21 Stipends, Housing and Resettlement:							
1,942,108	2,111,700		88 Stipends Inc Employers NIC (See Note 1 below)	2,150,600	38.73%	1.84%	38,900
13,980	15,275		Rural Dean's Responsibility Allowance	15,500	0.28%	1.47%	225
29,590	31,970		Child Allowances	31,940	0.58%	-0.09%	(30)
15,237	15,900		Mission Post - 1/2 Time	16,200	0.29%	1.89%	300
			- Provision	13,500	0.24%	New	13,500
2,220	3,000		Youth Worker Expenses	3,000	0.05%	0.00%	0
918	920		Insurance Premiums - Clergy Legal Costs	930	0.02%	1.09%	10
2,004,053	2,178,765			2,231,670	40.19%	2.43%	52,905
97 Parsonage Houses:							
19,858	21,100		Salaries	21,550	0.39%	2.13%	450
242	0		Travelling - apportioned	300	0.01%	New	300
31,042	31,492		Diocesan Surveyor's fees	31,500	0.57%	0.03%	8
			Repairs & Decorations: (including Board/Glebe houses in 2012)				
220,623	225,000		Occupied by Clergy	259,100	4.67%	15.16%	34,100
30,791	23,345		Let to Tenants	24,000	0.43%	2.81%	655
32,779	31,000		Water Rates	33,000	0.59%	6.45%	2,000
164,564	170,000		Council Tax	172,000	3.10%	1.18%	2,000
23,212	24,323		Insurance	25,520	0.46%	4.92%	1,197
523,111	526,260			566,970	10.21%	7.74%	40,710
28 Board Houses & Glebe:							
11,476	12,000		Salaries	12,200	0.22%	1.67%	200
36,821	21,315		Repairs (included with Parsonage houses in 2012)	0	0.00%	#####	(21,315)
7,235	5,000		Water Rates	6,000	0.11%	20.00%	1,000
24,191	24,000		Council Tax	25,000	0.45%	4.17%	1,000
6,113	5,400		Insurance	6,900	0.12%	27.78%	1,500
85,836	67,715			50,100	0.90%	-26.01%	(17,615)
			1 Parish Owned House (Contribution to Maintenance Costs)				
66,086	49,000		Removals, Resettlements and 1st Appointments (Average Number of Moves 15)	54,000	0.97%	10.20%	5,000
2,679,086	2,821,740			2,902,740	52.28%	2.87%	81,000
			(1) Clergy Stipends do not include income of approximately £18,000 of Local Fee Income retained by Parochial Clergy who have not assigned their fees to the Diocese.				
			(2) In addition improvements to Clergy Houses up to a level of £69,000 per annum is funded by the Pastoral Account				
(5,424)	(5,371)		<u>Less:</u> Chargeable to Diocesan Support Ministers (Based on average budgeted expenditure per house less rental income)	(4,936)	-0.09%	-8.10%	435
£2,673,662	£2,816,369			£2,897,804	52.19%	2.89%	81,435
22 Church & Society:							
			Social Responsibility Officer (Lay):				
35,379	36,473		Salary, Pension & NIC	37,278	0.67%	2.21%	805
3,033	3,700		Operating Costs	3,000	0.05%	-18.92%	(700)
3,818	4,466		Secretarial Support	4,565	0.08%	2.22%	99
3,536	4,850		Council for Social Responsibility - General	4,600	0.08%	-5.15%	(250)
45,766	49,489			49,443	0.89%	-0.09%	(46)

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						%	£
			Community Partnership Funding Officer:				
33,691	34,769		Salary, Pension & NIC	35,536	0.64%	2.21%	767
6,293	5,500		Operating Costs - General	5,500	0.10%	0.00%	0
-	3,500		- Conferences etc	3,500	0.06%	0.00%	0
14,921	14,389		Secretarial Support	14,706	0.26%	2.20%	317
54,905	58,158			59,242	1.07%	1.86%	1,084
			Communications Adviser/Bishops Staff Officer:				
40,301	38,635		Stipend, Pension & NIC	39,710	0.72%	2.78%	1,075
(6,549)	(7,727)		Less: From Church Commissioners (For Bishops Staff Officer duties)	(6,572)	-0.12%	-14.95%	1,155
3,935	6,363		Operating Costs - General	5,000	0.09%	-21.42%	(1,363)
693	1,010		- Marketing	1,200	0.02%	18.81%	190
7,142	7,682		Secretarial Support	10,997	0.20%	43.15%	3,315
45,522	45,963			50,335	0.91%	9.51%	4,372
			Missioner for the Environment and Rural Life				
39,239	38,635		Stipend, Pension & NIC	39,710	0.72%	2.78%	1,075
3,350	5,000		Operating Costs - General	4,000	0.07%	-20.00%	(1,000)
1,101	0		- Office Accommodation	0	0.00%	0.00%	0
600	600		- 3 Counties Show	1,000	0.02%	66.67%	400
2,861	3,078		Secretarial Support	0	0.00%	-100.00%	(3,078)
47,151	47,313			44,710	0.81%	-5.50%	(2,603)
13,146	14,005		Child Protection Officer: (Inc Salary, NIC and Pension)	14,314	0.26%	2.21%	309
2,062	3,000		Operating Costs	2,300	0.04%	-23.33%	(700)
1,944	2,000		CRB Work	2,000	0.04%	0.00%	0
605	1,000		Work with Vulnerable Adults	960	0.02%	-4.00%	(40)
17,757	20,005			19,574	0.35%	-2.15%	(431)
£211,101	£220,928			£223,304	4.02%	1.08%	2,376
		23	Archdeacons:				
41,076	44,324		Stipend, Pension & NIC	44,740	0.81%	0.94%	416
5,424	5,371		Housing	4,936	0.09%	-8.10%	(435)
4,728	5,000		Operating Costs	5,500	0.10%	10.00%	500
11,873	12,922		Secretarial Support	13,207	0.24%	2.21%	285
£63,101	£67,617			£68,383	1.23%	1.13%	766
		24	Community Worker:				
			The budget provides for a contribution towards a Telford Community Worker				
3,919	4,197			4,136	0.07%	-1.45%	(61)
£3,919	£4,197			£4,136	0.07%	-1.45%	(61)
		25	Expenses of Part-time Diocesan Officers:				
0	900		Ecumenical Officers Expenses:	900	0.02%	0.00%	0
6,309	7,200		Rural Deans	7,000	0.13%	-2.78%	(200)
4,284	4,412		Telford Church Ecumenical Dean	3,642	0.07%	-17.45%	(770)
1,048	1,079		Telford Officer for Industrial Mission	1,640	0.03%	51.99%	561
115	550		Women's Ministry Adviser	550	0.01%	0.00%	0
3,156	6,500		Ministry for the Deaf - Expenses	4,000	0.07%	-38.46%	(2,500)
874	1,035		Interfaith Officer	1,035	0.02%	0.00%	0
304	350		Diocesan Counsellor - Expenses	350	0.01%	0.00%	0
1,960	2,000		- Fees	2,000	0.04%	0.00%	0
2,273	2,500		Diocesan Readers Association - General	2,500	0.05%	0.00%	0
813	750		- Wardens Expenses	750	0.01%	0.00%	0
874	1,000		SSM Advisers Expenses	1,000	0.02%	0.00%	0
684	250		Ministry of Deliverance	965	0.02%	286.00%	715
£22,694	£28,526			£26,332	0.47%	-7.69%	(2,194)
		26	Expenses of Diocesan Committees:				
545	2,600		Bavarian Link	3,500	0.06%	34.62%	900
12,000	18,284		Council for World Partnership Development	13,736	0.25%	-24.87%	(4,548)
590	2,020		Evangelism Committee	2,020	0.04%	0.00%	0
£13,135	£22,904			£19,256	0.35%	-15.93%	(3,648)

HEREFORD DIOCESAN BOARD OF FINANCE
Notes to the Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget	
						%	£
27 Ministry, Development and Training:							
Director of Ordinands:							
39,209	38,635		Stipend, Pension and NIC	39,710	0.72%	2.78%	1,075
3,782	5,350		Expenses	5,050	0.09%	-5.61%	(300)
1,003	885		Office Expenses	1,100	0.02%	24.29%	215
3,689	5,116		Secretarial Support	5,229	0.09%	2.21%	113
191	750		Office Equipment	300	0.01%	-60.00%	(450)
0	300		Diocesan Panels (Pre-Assessment)	300	0.01%	0.00%	0
0	460		Bishops Advisory Panels	600	0.01%	30.43%	140
663	700		Diocesan Vocations Adviser Expenses	1,900	0.03%	171.43%	1,200
0	400		Deanery Vocation Advisers Meetings and Expenses	1,000	0.02%	150.00%	600
982	500		Vocations Conferences and projects	2,000	0.04%	300.00%	1,500
381	450		Additional Training for Candidates and Ordinands	250	0.00%	-44.44%	(200)
34	250		Miscellaneous	250	0.00%	0.00%	0
49,934	53,796			57,689	1.04%	7.24%	3,893
Local Ministry:							
Local Ministry Officer:							
45,665	49,380		Stipend, Pension and NIC	49,160	0.89%	-0.45%	(220)
3,384	4,400		LMO Expenses - General	4,200	0.08%	-4.55%	(200)
Local Ministry Development Adviser (1/2 Time):							
16,615	17,507		Salary, Pension & NIC (Assumed Lay Post)	17,893	0.32%	2.20%	386
2,923	2,500		Expenses	2,400	0.04%	-4.00%	(100)
876	0		DLMDG Meetings	900	0.02%	New	900
56	0		LMDG Materials/Brochure	150	0.00%	New	150
1,691	1,480		Office Expenses	1,070	0.02%	-27.70%	(410)
20,280	21,519		Secretarial Support	21,994	0.40%	2.21%	475
72	1,000		Local Ministry Facilitators Expenses	1,500	0.03%	50.00%	500
1,011	900		Conference and In-service Training	650	0.01%	-27.78%	(250)
7,000	8,000		Training OLMs (WEMTC Based)	7,000	0.13%	-12.50%	(1,000)
0	1,500		Travel OLMs in Training	1,500	0.03%	0.00%	0
0	900		OLM Book Grants	900	0.02%	0.00%	0
0	(6,600)		Less: Min. Div. Grant	0	0.00%	-100.00%	6,600
99,573	102,486			109,317	1.97%	6.67%	6,831
Continuing Ministerial Education:							
CME Officer:							
19,524	49,380		Stipend, Pension and NIC	49,160	0.89%	-0.45%	(220)
1,254	4,000		Expenses	4,200	0.08%	5.00%	200
0	0		Curates - Placement Travel	1,000	0.02%	New	1,000
5,052	7,670		Curate - Conferences	7,500	0.14%	-2.22%	(170)
850	800		Curate Book Grants	750	0.01%	-6.25%	(50)
30	100		Deanery Chapter Reading Scheme	100	0.00%	0.00%	0
8,630	10,000		CME Courses	11,000	0.20%	10.00%	1,000
8,000	8,000		CME Grants	8,250	0.15%	3.13%	250
0	200		Short Notice Conferences	200	0.00%	0.00%	0
0	450		Pre-Retirement Consultation	1,000	0.02%	122.22%	550
0	500		First Responsibility Training/Induction/Mentoring	1,500	0.03%	200.00%	1,000
667	2,500		Study Leave	2,500	0.05%	0.00%	0
924	1,000		Spiritual Directors	2,000	0.04%	100.00%	1,000
16,331	7,500		Leadership Development Programme	10,000	0.18%	33.33%	2,500
31	0		Fresh Expressions	0	0.00%	0.00%	0
0	0		Ministerial Development Reviews	2,200	0.04%	New	2,200
61,293	92,100			101,360	1.83%	10.05%	9,260
210,800	248,382		Totals Carried Forward	268,366	4.83%	8.05%	19,984

HEREFORD DIOCESAN BOARD OF FINANCE

Notes to the Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget %	Change from 2011 Budget £
210,800	248,382		Totals Brought Forward	268,366	4.83%	8.05%	19,984
			Lay Training:				
			Lay Training Officer:				
15,650	26,691		Salary, Pension & NIC	27,279	0.49%	2.20%	588
2,203	4,500		Expenses - General (Inc Conferences)	4,000	0.07%	-11.11%	(500)
			{ Certificate Courses	2,850	0.05%	New	2,850
			{ Local Courses and Resources for Ministry	1,500	0.03%	New	1,500
8,118	6,500		{ Discipleship Courses and Resources	1,500	0.03%	-76.92%	(5,000)
			{ SALT - Sharing and Learning Together Networks	1,500	0.03%	New	1,500
			New Parish/Lay Ministry Development	350	0.01%	New	350
1,900	500		Materials and Equipment	500	0.01%	0.00%	0
0	1,000		New Framework for Faith Units	0	0.00%	-100.00%	(1,000)
(1,117)	2,000		Resources for Mission including MAP	2,500	0.05%	25.00%	500
26,754	41,191			41,979	0.76%	1.91%	788
			Ludlow CME Training Office Costs:				
23,604	20,894		Administrators Salary and Pension	21,354	0.38%	2.20%	460
2,889	0		Office Expenses	2,500	0.05%	New	2,500
583	0		Office Equipment	500	0.01%	New	500
27,076	20,894			24,354	0.44%	16.56%	3,460
			Training for authorised ministry:				
			Readers:				
25	100		Materials, Equipment & Courses	100	0.00%	0.00%	0
8,760	10,250		WEMTC (8 readers)	20,000	0.36%	95.12%	9,750
8,785	10,350			20,100	0.36%	94.20%	9,750
			Pre-ordination Training: (Excluding OLMs)				
			(See also Page 4, Note 14)				
20,071	16,500		Maintenance support for Ordinand in residentiary training	18,500	0.33%	12.12%	2,000
£293,486	£337,317			£373,299	6.72%	10.67%	35,982
			28 Publications:				
11,481	14,000		Diocesan Newspaper	13,500	0.24%	-3.57%	(500)
1,141	1,700		Quarterly Prayer Diary	1,400	0.03%	-17.65%	(300)
0	0		Diocesan Directory (Net of Income)	0	0.00%	0.00%	0
£12,622	£15,700			£14,900	0.27%	-5.10%	(800)
			29 Conferences and Other Expenses:				
2,000	2,000		2012 Diocesan Conference provision	2,000	0.04%	0.00%	0
3,524	5,600		Other Conferences and Sundry Room Hire	4,000	0.07%	-28.57%	(1,600)
540	1,000		Office Staff Training	1,000	0.02%	0.00%	0
0	120		Committee Members Travel	120	0.00%	0.00%	0
1,302	2,500		Geographical Information System	1,500	0.03%	-40.00%	(1,000)
£7,366	£11,220			£8,620	0.16%	-23.17%	(2,600)

HEREFORD DIOCESAN BOARD OF FINANCE

Notes to the Draft Income and Expenditure Budget for the year ending 31st December 2012

2010 ACTUAL £	2011 BUDGET £	Note	BUDGET ELEMENT	2012 BUDGET £	% of BUDGET	Change from 2011 Budget	
						%	£
		30	Diocesan Support - General:				
227,115	235,200		Salaries & pensions, NIC (See note 1 below)	240,400	4.33%	2.21%	5,200
			Property Expenses:				
414	1,500		Repairs, Renewals & Decorations	3,500	0.06%	133.33%	2,000
15,558	15,600		Rent and Water Rates	16,700	0.30%	7.05%	1,100
4,474	5,300		Light & Heat	5,300	0.10%	0.00%	0
5,754	5,900		Insurance	6,070	0.11%	2.88%	170
3,703	4,000		Office Cleaning	4,000	0.07%	0.00%	0
29,903	32,300			35,570	0.64%	10.12%	3,270
			General Expenses:				
9,466	9,750		Postage and Telephone	9,850	0.18%	1.03%	100
4,185	10,750		General Printing/Stationery/Publications	10,750	0.19%	0.00%	0
8,825	11,000		Depreciation - Office Equipment	10,300	0.19%	-6.36%	(700)
2,233	2,500		Travelling	2,500	0.05%	0.00%	0
0	0		Staff Advertising	0	0.00%	0.00%	0
3,551	6,800		I T Upgrades and Support	4,500	0.08%	-33.82%	(2,300)
5,724	5,100		Other Equipment Maintenance and Sundry	6,500	0.12%	27.45%	1,400
8,955	5,000		Diocesan Website/Database	8,000	0.14%	60.00%	3,000
42,939	50,900			52,400	0.94%	2.95%	1,500
24,000	24,000		Eco Park Offices: Notional Rent	24,000	0.43%	0.00%	0
11,950	12,000		Overheads	12,500	0.23%	4.17%	500
35,950	36,000			36,500	0.66%	1.39%	500
£335,907	£354,400			£364,870	6.57%	2.95%	10,470
		31	Diocesan Support - Professional Fees:				
33,701	36,500		Diocesan Registrar's Remuneration	37,300	0.67%	2.19%	800
6,500	6,500		Chancellors Retainer	6,500	0.12%	0.00%	0
8,837	5,000		Legal & Professional Fees	5,000	0.09%	0.00%	0
£49,038	£48,000			£48,800	0.88%	1.67%	800

The Office Staff comprises:

- 1 Diocesan Secretary
- 1 Part-Time Pastoral Secretary
- 1 Full Time Glebe/DAC/Schools Secretary
- 2 Full Time PA's
- 1 Part Time Assistant
- 1 Financial Secretary
- 2 Part-Time Assistants
- 1 Full-Time Secretary
- 2 Part-Time Secretaries
- 1 Part Time Cleaner (Eco Park Office)

HEREFORD DIOCESAN BOARD OF FINANCE

Draft Income and Expenditure Budget for the year ending 31st December 2012

DIOCESE OF HEREFORD HEAD COUNT

	NUMBER OF STIPENDS & SALARIES PROVIDED FOR		
	2010 BUDGET	2011 BUDGET	2012 BUDGET
Parochial Ministry:			
Total Ordained Parish Based (Full-Time)	91.17	92.67	91.67
Total Ordained Parish Based (Part-Time)			
Total Ordained Support Ministers (Full-Time)	5	3	3
Total Ordained Support Ministers (Part-Time)	0.80	0.80	0.80
Total Lay Support Ministers (Full-Time)	3	4	4
Total Lay Support Ministers (Part-Time)	1	1.7	1.7
Total Dignitaries paid by Church Commissioners - 5 Vacancies	(4)	(4)	(4)
	96.97	98.17	97.17
Education Team:			
Full-Time Lay	4	4	4
Part-Time Lay (Inc. Assistant Schools Officer)	0.7	0.7	0.5
Administrative Staff:			
Full-Time	4	4	4
Part-Time	4.61	4.94	4.95
	110.28	111.81	110.62

2012 Budget Summary Data

Parish Ministry	£	%	£100k
Clergy Stipends	2,231,670	40.19%	22.3
Pensions	702,400	12.65%	7.0
Sequestration	45,000	0.81%	0.5
DAC	64,660	1.16%	0.6
Housing	666,134	12.00%	6.7
Share Rebate	62,500	1.13%	0.6
Archbishops' Council			
Residential Training (Vote 1)	148,315	2.67%	1.5
Charm	42,283	0.76%	0.4
Candidate Pooling	32,749	0.59%	0.3
Archdeacon of Hereford	68,383	1.23%	0.7
Director of Ordinands	57,689	1.04%	0.6
Local Ministry	109,317	1.97%	1.1
Training	206,293	3.72%	2.1
Child Protection Officer	19,574	0.35%	0.2
Community Partnership & Funding	59,242	1.07%	0.6
	4,516,209	81.34%	45.2
Schools			
Education	181,035	3.26%	1.8
Support Ministers			
SRO	49,443	0.89%	0.5
Comms	50,335	0.91%	0.5
MERL	44,710	0.81%	0.4
Community Worker	4,136	0.07%	0.0
Part Time Officers	26,332	0.47%	0.3
	174,956	3.15%	1.7
National Costs			
GS Apportionment (Votes 2&3)	138,420	2.49%	1.4
Mission Agency Pensions (Vote 4)	8,057	0.15%	0.1
	146,477	2.64%	1.5
Ancillary Costs			
Committees	33,876	0.61%	0.3
Grants & Donations	13,920	0.25%	0.1
Publications	14,900	0.27%	0.1
	62,696	1.13%	0.6
Fees			
Professional Fees	105,984	1.91%	1.1
Administration			
Office Costs	364,870	6.57%	3.6
			8.9
Totals	5,552,227	100.00%	54.1

Total Archbishops' Council	223,347
Archdeacon of Hereford	68,383
Child Protection Officer	19,574
Community Partnership & Funding	59,242
	147,199 A
GS Apportionment (Votes 2&3)	138,420
Mission Agency Pensions (Vote 4)	8,057
	146,477 B
Parishes receive	4,516,209
Parishes contribute	4,489,604
	26,605
Increase in Share	141,382
Number of planned givers (2009)	7,944
Share increase in £pa. per giver	£18
Increase per week	35 p

Income	£	%	£100k
Parish Share	4,022,942	72.27%	40.2
Fees etc	283,162	5.09%	2.8
Lettings etc	183,500	3.30%	1.8
Total From Parishes	4,489,604	80.65%	44.9
Archbishops' Council	432,224	7.76%	4.3
Investments	552,500	9.93%	5.5
Other Income	92,400	1.66%	0.9
Total From Other Sources	1,077,124	19.35%	10.8
Totals	5,566,728	100.00%	55.7

Expenditure	£	%	£100k
Parish Ministry	4,516,209	81.34%	45.2
Schools	181,035	3.26%	1.8
Support Ministers	174,956	3.15%	1.7
National Costs	146,477	2.64%	1.5
Ancillary Costs	62,696	1.13%	0.6
Fees	105,984	1.91%	1.1
Administration	364,870	6.57%	3.6
Totals	5,552,227	100.00%	55.5

Surplus/(Deficit)	14,501
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Total Budget	5,582,197
Stipends	2,254,170
Pension & Charm	750,043 D
House Costs	612,084
DDO + Support + Pooling + Residential Training	257,347 C
Clergy Vacancy Costs	99,000 E
DAC	64,560
Local Ministry	109,122
Training - Ordinand Maintenance	181,956
A/D + CPO + CPFO	147,199 A
Share Rebate	62,500
Total spent directly on Parish Ministry	81.32% 4,537,981
Support Ministers	179,036
Education	180,235
Share of National Costs	146,477 B
Ancillary Costs	67,566
Professional Fees	105,984
Administration	362,970
Total Other expenditure	18.68% 1,042,268
Total	5,580,249

DDO	57,689
Ord in Training Support	18,500
Candidate Pooling	32,749
Residential Training (Vote 1)	148,315
	257,253 C

Pension	707,760
Charm	42,283
	750,043 D

Sequestration	45,000
1st Appointment etc	54,000
	99,000 E

Income from Parish Share	4,022,942
Total Income from Parishes	4,489,604
Expenditure on Parish Ministry	4,516,209
Share v Expenditure = £1 to	£1.1226
Total Income v Expenditure = £1 to	£1.0059

Draft 2012 Diocesan Budget

Summary

<i>Budget Element</i>	2012 Budget		2011 Budget		
Income	£	%	Budget £	Change £	Change %
Parish Share	4,022,942	72.27%	3,909,565	113,377	2.90%
Fees etc	283,162	5.09%	265,012	18,150	6.85%
Lettings etc	183,500	3.30%	182,800	700	0.38%
Total From Parishes	4,489,604	80.65%	4,357,377	132,227	3.03%
Archbishops' Council	432,224	7.76%	396,641	35,583	8.97%
Investments	552,500	9.93%	537,300	15,200	2.83%
Other Income	92,400	1.66%	80,400	12,000	14.93%
Total From Other Sources	1,077,124	19.35%	1,014,341	62,783	6.19%
Total Income	5,566,728	100.00%	5,371,718	195,010	3.63%

<i>Expenditure</i>	£	%	Budget £	Change £	Change %
Stipends	2,254,170	40.38%	2,178,765	75,405	3.46%
Pension & Retirement Housing	750,043	13.44%	722,413	27,630	3.82%
Housing Costs	612,084	10.96%	588,604	23,480	3.99%
Clergy selection & Training	257,347	4.61%	268,686	(11,339)	-4.22%
Clergy Vacancy Costs	99,000	1.77%	93,000	6,000	6.45%
Diocesan Advisory Committee	64,560	1.16%	59,900	4,660	7.78%
Local Ministry	109,122	1.95%	102,486	6,636	6.48%
Continuing Ministerial & Lay Training	181,956	3.26%	164,535	17,421	10.59%
Archdeacon, Child Protection, Community Funding	149,147	2.67%	145,780	3,367	2.31%
Share Rebate	62,500	1.12%	59,000	3,500	5.93%
Total spent directly on Parish Ministry	4,539,929	81.33%	4,383,169	156,760	3.58%
Support Ministers (SRO + DCO + MERL + Vol)	179,036	3.21%	175,488	3,548	2.02%
Education	180,235	3.23%	180,038	197	0.11%
Share of National Costs	146,477	2.62%	145,299	1,178	0.81%
Ancillary Costs	67,566	1.21%	75,714	(8,148)	-10.76%
Legal & Professional Fees	105,984	1.90%	102,800	3,184	3.10%
Administration	362,970	6.50%	354,400	8,570	2.42%
Total Other expenditure	1,042,268	18.67%	1,033,739	8,529	0.83%

Total Expenditure	5,582,197	100.00%	5,416,908	165,289	3.05%
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Surplus/(Deficit)	-15,469	(45,190)
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The above draft figures:

- Await confirmation of Archbishops' Council allocation to the Diocese
- Allow for 1.5% increase in salaries/stipends whereas national increase has been confirmed at 2%.
- Are subject to further review by the Executive Committee of the DBF and the Bishop's Council

A 12 page paper or email copy of the full draft budget may be obtained by request to the Finance Secretary on 01432 373305 or g.powell@hereford.anglican.org

Clergy Stipends Housing & Resettlement	2,897,804
Clergy Pensions	702,400
Education	173,500
DAC	24,400
Parsonage Houses	21,550
Board Houses	12,200
SRO	37,278
CPFO	35,536
CPFO Sec	14,706
DCO	33,138
CPO	14,314
Archdeacon	44,740
Archdeacon PA	13,207
Community Worker	4,136
DDO	39,710
DDO Sec	5,229
LMO	49,160
DLMO	17,893
LMO Sec	21,994
CMEO	49,160
LTO	27,279
Training Admin	21,354
Hereford Office	240,400
	4,501,088