



## AREA DEANS' PAYMENTS

1. In the discussions concerning the Deaneries Advisory Group report and its implementation, questions have been asked concerning payments for Area Deans, of various types. This document attempts to clarify the situation going forward. It does not address the issue of increasing the stipend of Area Deans, which is to be discussed at the next Area Deans' meeting in January.

### The £500 "Expenses Grant"

2. This sum had been accessed in a number of ways, and there is some confusion over its purpose. Some Area Deans have not heard of it, others have been paid without claiming.
3. Grants are made by the Area Offices from their Area Mission budgets so each process can be different. Use of the grants include hospitality such as a Christmas lunch, or a summer barbecue or administration support.
4. The grant should be paid into either a Deanery (if they have one) or, PCC bank account (if not) but not a personal account. If in any doubt please contact Canon Duncan Swan in the first place.

### Administration Support

5. From the survey of Area Deans & Lay Chairs it was clear that the load of administration was curtailing the amount of time Area Deans could spend on the Deanery. So from January 2019 funds will be made available for 5 hours of Admin Support, for 48 weeks a year at £10.20 an hour. This is the London Living Wage and gives overall the sum of £2448 a year.
6. This money could enable a present administrator to give more hours or to engage a new person. It could also be claimed for any administration costs incurred by the Lay Chair or any other officer of the Synod. The money will need to be claimed from Duncan with evidence provided as to who has performed the work. This could be a receipt or e-mail trail. Again please contact Canon Duncan Swan if in any doubt or if claiming in arrears poses problems in terms of cash flow. This support demonstrates a real commitment to the essential work of our Area Deans & Lay Chairs.

Canon Duncan Swan

04 December 2018