Letter 1 To be sent by the DMPC Secretary to other offices holders on common tenure (other than incumbents, team vicars and archdeacons) who receive remuneration (be it stipend; stipend + accommodation; or just accommodation).

Letter 2 To be sent by the DMPC Secretary to other offices holders on common tenure (other than incumbents, team vicars and archdeacons) who do not receive remuneration.

**Letter 1**

Dear

**Mission and Pastoral Measure 2011**

**Proposed Pastoral Scheme**

I enclose a notice of a draft pastoral scheme, together with a copy of the draft scheme, affecting your benefice [or parish].

Should the scheme be made by the Church Commissioners and the relevant provision comes into operation, the office of [ ] which you currently hold would cease to exist as the effect of the scheme would be to dissolve the benefice [or parish] of []. I enclose notes explaining the position with respect to compensation under the Mission and Pastoral Measure and a copy of the Compensation of Clergy Rules 1970. As you do not hold the office of incumbent or team vicar the compensation to which you might become entitled is limited, under Regulation 30(2) [and (5) or (6)] of the Ecclesiastical Offices (Terms of Service) Regulations 2009 to loss in respect of one year’s service.

[However, it is the Bishop’s intention that you should be licensed to the office of [] in the new benefice [or parish] of [] as soon as the scheme takes effect. As it is not possible to make provision for this in the scheme itself, it would have the effect of dispossessing you from your present office. It is mandatory in such cases for the Scheme not to come into effect until six months after the date on which it is made unless all office holders who would be dispossessed vacate their offices before the six months expire in which case it would take effect from the date on which all the relevant offices become vacant.]

Once the scheme is made, and with the agreement of the Diocesan Mission and Pastoral Committee, you could resign your current office in order to enable its early coming into operation without prejudicing a claim for compensation. If, however, you should resign before this scheme is made you would not be eligible for compensation under the Measure. I should explain that it would be for you to make any formal claim for compensation in writing to the Secretary to the Diocesan Mission and Pastoral Committee. Such a claim could be submitted at any time **after** the scheme is made by the Commissioners and not later than 13 weeks after the relevant provision had come into operation (unless the Diocesan Mission and Pastoral Committee agreed to an extension of time).

[In this case, given the Bishop’s intention to licence you to a new office, I should be grateful if you would let me know whether you would be willing to agree to resign from your current office as soon as the Scheme is made in order that it may come into effect as soon as possible.]

If you need any further information concerning this aspect of the proposals, please let me know.

Yours sincerely

Diocesan Mission and Pastoral Committee Secretary

Encs: Notes on the compensation of clergy

The Compensation of Clergy Rules 1970 *(both on our website:* [*http://www.churchofengland.org/clergy-office-holders/pastoralandclosedchurches/pastoral/dpmmimps.aspx*](http://www.churchofengland.org/clergy-office-holders/pastoralandclosedchurches/pastoral/dpmmimps.aspx)*)*

**Letter 2**

Dear

**Mission and Pastoral Measure 2011**

**Proposed Pastoral Scheme**

I enclose a notice of a draft pastoral scheme, together with a copy of the draft scheme, affecting your benefice [or parish].

Should the scheme be made by the Church Commissioners and the relevant provision comes into operation, the office of [ ] which you currently hold would cease to exist as the effect of the scheme would be to dissolve the benefice [or parish] of []. As you do not receive any remuneration in respect of this office you would not become eligible for any compensation for loss of office.

[However, it is the Bishop’s intention that you should be licensed to the office of [] in the new benefice [or parish] of [] as soon as the scheme takes effect. As it is not possible to make provision for this in the scheme itself, it would have the effect of dispossessing you from your present office.]

If you need any further information concerning this aspect of the proposals, please let me know.

Yours sincerely

Diocesan Mission and Pastoral Committee Secretary

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