

Appendix 5 Terms of Settlement

Draft Terms of Settlement should be considered by the Synod prior to declaring a vacant post, and then later discussed with any prospective minister. Agreed Terms of Settlement can also assist the process of monitoring during a ministry, and form the basis of agreed changes. Terms of Settlement are a local expression of the Plan for Partnership, which is the basis on which ministers act as office holders within the Church. The latest edition of the Plan for Partnership for Ministerial Remuneration can be found on the URC website www.urch.org.uk <http://www.urch.org.uk/ministry/ministries/resources/documents.html>



Settlement Agreement Stipendiary Ministers of Word & Sacraments

This Settlement Agreement is made between

[.....]
("the Synod")

AND

[.....]
("the Pastorate")

AND

[.....]
("the Minister")

1. General

The Synod, Pastorate and Minister will be bound by the Plan for Partnership in Ministerial Remuneration ("Plan for Partnership") and the provisions of the Basis of Union. The Minister and the Elders of the Pastorate will exercise their respective ministries in accordance with the relevant Guidelines for Conduct and Behaviour.

2. Scope

The pastorate has been declared to be toThodillpe >>BDC Q q 0 0 595.32 841.92 re W n BT 9 (.)

It is not a time limited appointment/It is a post limited by time to years/ and is subject to review after years

The Synod and the Pastorate will honour

5. Travel

The Pastorate will reimburse the Minister for using [his/her] own vehicle for business purposes and will be reimbursed at the rates advised from time to time by the URC Finance

Ministers are reminded that they should notify their Synod Office and the MoM Office if they are unable to work for more than three days due to sickness. This enables the proper records to be maintained.

The first seven days of sickness may be certified (by letter, email or telephone) but after that all continuing sickness must be covered by a doctor's statement of fitness for work ('Fit note'). Copies of these notifications should be sent to the Synod Moderator and MoM Office.

Both MoM and Synod offices should also be informed when the minister returns to work after a period of certificated absence.

In cases where the Minister is not off sick but there may be a genuine need for compassionate leave, the Minister should contact their Synod Moderator who may, in appropriate circumstances, grant up to fourteen days leave. Again, this allows for good record keeping as well as pastoral care of both the Minister and the Pastorate not sufficient to simply ask the local church for permission or indeed to go absent without permission.

12. Renegotiation and Review

The Pastorate and minister are willing to negotiate these terms of settlement during the course of a ministry at the request of the Synod through the Synod Pastoral Committee.

In particular, it is recognised that, following appropriate consultation, an alteration to the scoping of the pastorate may be necessary during the course of the ministry. Any suggested changes from the pastorate or the minister will be subject to the agreement of the Synod through the local Synod Pastoral Committee.

13. The wider United Reformed Church

The pastorate acknowledges that ministers are ministers of the whole United Reformed Church and have a responsibility to serve the wider church as well as their own local pastorate. Requests for specific pieces of wider service will be discussed between Elders' Meetings and the minister.

Signed _____ Minister
..... [for the Pastorate]
..... [for the Synod]

Date _____