This Settlement Agreement is made between

The Wessex Synod,

..... *(the Pastorate)*

and the Revd ..... *(the Minister)*

Both Minister and Pastorate will be bound by the Plan for Partnership and the provisions of the Basis for Union and adhere to the Guidelines for Standards of Conduct and Behaviour of Ministers and Elders and any subsequent such documents agreed by Mission Council and General Assembly.

1. Purpose

The Synod recognises this minister as .....

.....

The agreed role description is attached.

2. Term

The appointment shall initially be for ..... years, effective from ..... and shall be reviewed by the Area Synod Pastoral Committee at the end of the second year.

3. Scope

The minister will generally make ..... hours per week available for ministerial duties and will lead worship on ..... occasions each month/quarter/year

4. Housing

The minister will be responsible for arranging their own accommodation.

5. Travel

The pastorate will reimburse the minister for using his/her own car/transport in accordance with the recommendations of the URC central committee, and for costs of public transport, upon submission of a written claim *(as agreed)*, and subject to annual review in the light of recommendations from URC Synod and/or finance department.

6. Administration, Telephones and Computer

The pastorate will reimburse the minister for all administrative expenses, including stationery and postages, upon submission of a written claim. Telephone expenses will be reimbursed on the basis of actual calls made in pursuance of pastorate duties, plus .....% of the line rental charge.

7. Education for Ministry

The pastorate will support the minister in undertaking Education for Ministry (EM), both EM2 (Report to General Assembly 1998 p. 124) and EM3 (Report to General Assembly 1998 p. 126).

The Pastorate will encourage the minister to take Sabbatical leave as recommended in the Plan for Partnership and to attend the annual Synod Ministers' School, for which the pastorate will pay. The pastorate will also support the minister in the accompanied self-appraisal scheme. For any Sundays involved in these provisions the pastorate will be responsible for arranging and paying for pulpit supply.

The Pastorate will offer a book allowance of £..... (the suggested figure is at least £250) to be offset against the purchase of books, computer software, resources, etc.

The pastorate will contribute .....% of the cost of regularly replacing a computer for the minister's use, normally every four years.

8. Local Mission and Ministry Review

The minister and pastorate will participate in the Local Mission and Ministry Review scheme (including the Ministerial Accompanied Self Appraisal) agreed by Mission Council in December 2008, previously introduced at General Assembly 2006, as undertaken in the Wessex Synod.

9. Re-negotiation and Review

The Synod, pastorate and minister are willing to re-negotiate these terms of settlement during the course of a ministry at the request of the Area Synod Pastoral Committee. Any suggested changes from the pastorate or the minister will be subject to the agreement of the Area Synod Pastoral Committee.

The terms of this agreement will be reviewed every two years by the Elders and when changes are made to Synod and General Assembly guidelines.

10. 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 the Elders' Meetings and the minister.

11. Generally

In the case of a non-stipendiary minister working with a stipendiary minister, if the latter leaves their post the Area synod Pastoral Committee will carry out a review of the non-stipendiary ministry before declaring a vacancy.

Signed ..... Minister

..... Colleague Minister *(if appropriate)*

..... for the Pastorate

..... for the Area Synod Pastoral Committee

Date .....