



**Presbyterian Church of Victoria
Maintenance of the Ministry Committee**

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25 May 2006

To All Session Clerks

Re: 2006-07 MM Form Annual Return

Greetings in the Lord.

Please find below data to assist your Board in completing a parish annual Budget, plus the annual MM Form which is required of all full charges and appointment parishes, as per the 2003 General Assembly minute 32-2 (Blue Book p88). This letter should be passed to your Treasurer as soon as possible.

In 2004 the Form was changed to no longer be linked to a particular financial year, and most recently the Form was modified to change the p4 address for sending completed copies. If you have a spare copy from last year, please make use of it as your internal copy. Otherwise, please contact your Presbytery Clerk who has additional supplies. We recommend that you keep a few blank copies for future use. We are currently planning to put a MS-Word version on the PCV website.

Once again, I am available to assist Parishes with the recording of their financial stewardship, and the completion of the Form. If there is any matter which you consider warrants our attention, please do not hesitate to call me.

We continue to encourage all parishes to adopt a July-June financial year (2003 General Assembly minute 32-3), and to use the MM Form as the basis for their financial year budget. This will help the Parish, the Moderator and the Presbytery in their oversight of the work of God within your bounds.

Various Committees of the State Assembly are currently working on a common accounting basis and common financial data, to reduce the workload for Treasurers when making various submissions during the year.

We expect that the Board should still be able to complete the Form by June 30th and forward it to Presbytery by July 31st.

To assist with completion of the Form, the following items are reproduced from various sources:

a) Remuneration: Commission of Assembly 2005 Minute 12-3	
Minimum remuneration as from July 1st 2006	\$41,376
Minimum Stipend component of minimum remuneration	\$23,784
Maximum Non-Cash Benefits component of minimum remuneration	\$17,592
Additional travel above 6000km (per 1000km)	\$350
Sustentation Qualifying Stipend	\$15,504
Maximum Sustentation Grant per annum	\$8,280

The MM Form should be completed by the Treasurer, endorsed by the Moderator, then sent to your Presbytery for examination and approval. Presbytery must ensure the Form is received by the Maintenance of Ministry Committee by 31th August. If your Parish is applying for a grant, this will be considered by the Committee at its September meeting.

b) Superannuation 10% of Stipend

Unless otherwise arranged with your minister, Superannuation will be invoiced by the Church Office each month.

c) Children's Education in NCBs 2001 General Assembly Minute 29 (not mandatory)
each child 13 and over 3% of minimum remuneration
each child 16 and over 5% of minimum remuneration

d) Supply Fees 2004 General Assembly Minute 85-16 (Blue Book p63)

One Service \$90

Two Services (same sermon) \$110

Two Services (two sermons) \$165

plus travel reimbursed @ 35c/km as agreed between the Board and the preacher.

It is expected that there will be a proposal at the 2006 Assembly to increase these to:

One Service \$100

Two Services (same sermon) \$113

(just below the level at which tax is to be deducted;

this figure may be adjusted when details of new tax scales are available)

Two Services (two sermons) \$175

plus travel reimbursed @ 35c/km. in line with other MMC travel provisions.

(The proposal was to have been brought to 2005 Assembly but this did not occur).

Please note that Parishes should budget for a minimum of 8 weeks of Supply per year, comprising 5 weeks annual leave, 1 week study leave and 2 weeks (minimum) for visitors/sickness etc.

e) Assembly Rate: 2005 General Assembly Minute 83-1 (Blue Book p88)

not required for 2006-07

f) Additional NCB in Lieu of Manse provision (Reg 7 (d) ii):

"...an amount equivalent to rent as an additional Non-Cash Benefit if the minister lives in his own home."

NB: this amount must be determined as the rent for a home comparable to a manse in the same area or vicinity. Please consult local real estate agents for advice if necessary.

Please ensure that the Board makes a copy of this letter available to the Treasurer.

Should you require any assistance with the Form or your budget process, please do not hesitate to contact me.

Yours in the service of the King,

John M Angelico
Convener