

# TABLE OF PAROCHIAL FEES FROM 1 JANUARY 2020

## BAPTISM CERTIFICATES AND MARRIAGES

This table sets out the fees prescribed by the Parochial Fees Order 2019 (a Statutory Instrument) and summarises other relevant information. For legal purposes reference should be made to the Order itself. There is a separate table for fees for funerals, burials, and monuments

For further information about fees refer to the **Guide to Church of England Parochial Fees and Frequently Asked Questions** which are available on the Church of England website.

### BAPTISMS

Certificate issued at time of baptism (See Note A1)  
Short certificate of baptism given under section 2, Baptismal Registers Measure 1961

### MARRIAGES

Publication of banns of marriage  
Certificate of banns issued at time of publication  
Marriage Service in Church (See Note A3)  
For marriage certificate see Note A4

### SEARCHES IN CHURCH REGISTERS

Searching registers of marriages for period before 1 July 1837 (See Note A2)  
(for up to one hour)  
for each subsequent hour or part of an hour  
Searching registers of baptism or burials (See Note A2) (including the provision of one copy of any entry therein) for up to one hour  
for each subsequent hour or part of an hour  
Each additional copy of an entry in a register of baptism or burials  
Inspection of instrument of apportionment or agreement for exchange of land for tithes deposited under the Tithe Act 1836  
Furnishing copies of above (for every 72 words)

### EXTRAS

The fees shown in the table do not include charges for heating, the services of a vergier, music (e.g. organist, choir), bells, and flowers, which are fixed by the Parochial Church Council. In the case of a marriage service or a funeral service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the Parochial Church Council.

|   | Fee payable Towards Diocesan Board of Finance<br>£ | Fee payable To Parochial Church Council<br>£ | Total Fee Payable<br>£ |
|---|--|--|------------------------|
| Certificate issued at time of baptism (See Note A1)   | —  | 14.00  | <b>14.00</b>           |
| Short certificate of baptism given under section 2, Baptismal Registers Measure 1961  | —  | 14.00  | <b>14.00</b>           |
| Publication of banns of marriage  | —  | 31.00  | <b>31.00</b>           |
| Certificate of banns issued at time of publication  | —  | 14.00  | <b>14.00</b>           |
| Marriage Service in Church (See Note A3)  | 211.00   | 252.00                                       | <b>463.00</b>          |
| For marriage certificate see Note A4  |  |  |                        |
| Searching registers of marriages for period before 1 July 1837 (See Note A2)<br>(for up to one hour)                                  | —  | 31.00  | <b>31.00</b>           |
| for each subsequent hour or part of an hour   | —  | 31.00  | <b>31.00</b>           |
| Searching registers of baptism or burials (See Note A2) (including the provision of one copy of any entry therein) for up to one hour | —  | 31.00  | <b>31.00</b>           |
| for each subsequent hour or part of an hour   | —  | 31.00  | <b>31.00</b>           |
| Each additional copy of an entry in a register of baptism or burials  | —  | 14.00  | <b>14.00</b>           |
| Inspection of instrument of apportionment or agreement for exchange of land for tithes deposited under the Tithe Act 1836             | —  | —  | —                      |
| Furnishing copies of above (for every 72 words)   | —  | 14.00  | <b>14.00</b>           |

Statutory fees are only prescribed for matters in respect of which parishioners have a legal right. Not all services come into this category, for example funerals where there is a period of more than 48 hours between the funeral service and the cremation and between the cremation and the disposal of ashes. This also applies to special services such as memorial services and services of blessing and dedication following a civil marriage. The Archbishops' Council recommends that, where a memorial service is on a similar scale to a funeral service, or a service of blessing and dedication following a civil marriage or a renewal of marriage vows is on a scale equivalent to a wedding service, the PCC fee should be based on the statutory fee for the service, with the PCC receiving the equivalent of the combined DBF and PCC fee.

### NOTES:

#### A1. Certificates of Baptism

The fee for a certificate issued at the time of baptism is for a certified copy of the entry in the register book of baptisms giving the particulars required in Form No 1 in Schedule 1 to the Parochial Registers and Records Measure 1978. The fees payable for a certified copy of the full entry issued at any other time are the fees prescribed for searching registers of baptisms and burials and, if applicable, for each additional copy of an entry in such a register.

#### A2. Searches in Church Registers

The search fee relates to a particular search where the approximate date of the baptism or marriage is known. The fee for a more general search of a church register is negotiable.

#### A3. Costs and Expenses

In the case of a marriage service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the parochial church council.

#### A4. Fee for Marriage Certificate

The following fees are currently payable under the Marriage Act 1949 to the Parochial Church Council under the Registration of Births, Deaths and Marriages (Fees) (Amendment) Order 2018: certified copy of entry in marriage register at time of registration or subsequently, £11.00. This is not an ecclesiastical fee, and the fee was increased by the Government to this amount with effect from 16 February 2019. ([www.gro.gov.uk/gro](http://www.gro.gov.uk/gro))

# TABLE OF PAROCHIAL FEES FROM 1 JANUARY 2020 – FUNERALS, BURIALS AND MONUMENTS

This table sets out the fees prescribed by the Parochial Fees Order 2019 (a Statutory Instrument) and summarises other relevant information. For legal purposes reference should be made to the Order itself. There is a separate table for fees for baptisms and marriage services.

For further information about fees refer to the **Guide to Church of England Parochial Fees** and **Frequently Asked Questions** which are available on the Church of England website.

## Funerals and Burials of Person aged 18 Years or More (See Note B2(i))

### A. Service in Church

|  | Fee payable Towards Diocesan Board of Finance<br>£ | Fee payable To Parochial Church Council<br>£ | Total Fee Payable<br>£ |
|--|--|--|------------------------|
| Funeral service in church, whether taking place before or after burial or cremation (See Note B1)  | 108.00   | 91.00  | 199.00                 |
| Burial of body in churchyard immediately preceding or following on from service in church  | 13.00  | 305.00                                       | 318.00                 |
| Burial or other lawful disposal of cremated remains in churchyard immediately preceding or following on from service in church                   | 13.00  | 123.00                                       | 136.00                 |
| Burial of body, or burial or other lawful disposal of cremated remains, in cemetery immediately preceding or following on from service in church | 28.00  | —  | 28.00                  |
| Cremation immediately preceding or following on from service in church   | 28.00  | —  | 28.00                  |
| Burial of body in churchyard on separate occasion (See Note B2(II))  | 42.00  | 305.00                                       | 347.00                 |
| Burial of cremated remains in churchyard or other lawful disposal of cremated remains on separate occasion (See Note B2(II))                     | 42.00  | 123.00                                       | 165.00                 |
| Burial of body, or burial or other lawful disposal of cremated remains, in cemetery on separate occasion (See Note B2(II))                       | 56.00  | 14.00  | 70.00                  |

### B. No Service in Church

|  |        |        |        |
|--|--------|--------|--------|
| Funeral service (including burial of body) at graveside in churchyard  | 108.00 | 305.00 | 413.00 |
| Funeral service (including burial or other lawful disposal of cremated remains) at graveside in churchyard                                       | 108.00 | 123.00 | 231.00 |
| Funeral service at crematorium, or funeral service (including burial of body or burial or other lawful disposal of cremated remains) in cemetery | 199.00 | 00.00  | 199.00 |
| Funeral service in premises belonging to funeral director, whether taking place before or after burial or cremation                              | 199.00 | 0.00   | 199.00 |
| Cremation immediately preceding or following on from funeral service in premises belong to funeral director                                      | 28.00  | 0.00   | 28.00  |
| Burial of body in churchyard, not following service at graveside (committal only)  | 42.00  | 305.00 | 347.00 |
| Burial of cremated remains in churchyard or other lawful disposal of cremated remains (committal only)   | 42.00  | 123.00 | 165.00 |
| Burial of body, or burial or other lawful disposal of cremated remains, in cemetery (committal only)   | 28.00  | 0.00   | 28.00  |

### C. Certificate issued at time of burial (See Note B2(iii))

## MONUMENTS IN CHURCHYARDS

|  |       |        |        |
|--|-------|--------|--------|
| Permitted in accordance with rules, regulations or directions made by the Chancellor of the diocese, including those relating to a particular churchyard or part of a churchyard (but excluding a monument authorized by a particular faculty, the fee for which is set by the Chancellor) |       |        |        |
| Small cross of wood  | 13.00 | 32.00  | 45.00  |
| Small vase not exceeding 305mm x 203mm x 203mm (12" x 8" x 8") or tablet, plaque or other marker commemorating a person whose remains have been cremated   | 13.00 | 61.00  | 74.00  |
| Any other monument (the above fees include the approval of the original inscription by the incumbent)  | 13.00 | 129.00 | 142.00 |
| Additional inscription on existing monument  | 13.00 | 14.00  | 27.00  |

## SEARCHES IN CHURCH REGISTERS

|  |   |       |       |
|--|---|-------|-------|
| Searching registers of burials (See Note B3) (including the provision of one copy of any entry therein) for up to one hour | — | 31.00 | 31.00 |
| for each subsequent hour or part of an hour  | — | 31.00 | 31.00 |
| Each additional copy of an entry in a register of burials  | — | 14.00 | 14.00 |

## EXTRAS

The fees shown in the table do not include charges for heating, the services of a vergger, music (e.g. organist, choir), bells, and flowers, which are fixed by the Parochial Church Council. In the case of a marriage service or a funeral service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the Parochial Church Council.

## NOTES:

### B1. Definitions etc.

**'Burial'** includes deposit in a vault or brick grave and the interment or deposit of cremated remains.

**'Churchyard'** includes the curtilage of a church and a burial ground of a church whether or not immediately adjoining such church.  
(NOTE: This includes any area used for the interment of cremated remains within such a curtilage or burial ground, whether consecrated or not.)

**'Cemetery'** means any burial ground other than a churchyard.

**'Monument'** includes headstone, cross, kerb, border, vase, chain, railing, tablet, plaque, marker, flatstone, tombstone or monument or tomb of any other kind.

**'Immediately preceding or following on from service in church'** includes the day before and the day after the service in church. Where "—" appears in the table no fee is payable to the body indicated.

### B2. Funerals & Burials

- i) No fee is payable in respect of a burial of a still-born infant, or for the funeral or burial of a person dying within eighteen years after birth.
- ii) The fee for a burial in a churchyard or cemetery on a separate occasion applies when burial does not take place on the same day as, or on the day before or the day after, a service in church.
- iii) The certificate issued at the time of burial is a certified copy of the entry in the register book of burials kept under the Parochial Registers and Records Measure 1978.

### B3. Searches in Church Registers

The search fee relates to a particular search where the approximate date of the baptism, marriage or burial is known. The fee for a more general search of a church register is negotiable.

### B4. Costs and Expenses

In the case of a marriage service or a funeral service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the Parochial Church Council.

