

Crediton Congregational Church Bonus Policy

Last updated April 2026

1. Purpose

This policy outlines the principles for awarding bonuses to staff at Crediton Congregational Church. Our aim is to recognise exceptional contributions to our ministry that go above and beyond role expectations and targets set. Bonuses are not a contractual entitlement, nor a guarantee of future payments.

2. Scope and Eligibility

This policy applies to all employed staff. To be eligible, employees must have completed at least a year of service and also be employed, and not under notice, at the date of payment.

3. Discretionary Nature

Bonuses can be proposed by the leadership team, which would then be taken to a church meeting for approval. The decision to pay a bonus is fully discretionary, and depends on the financial health of the church.

4. Type of Bonus

Related to exceptional service above and beyond role expectations or in unusually difficult circumstances, based on a percentage of salary or a fixed amount up to a maximum of 5% of the employee's annual salary, subject to budget.

5. Payment and Tax

Bonuses are subject to PAYE tax and National Insurance deductions via payroll. Bonuses will be paid alongside regular salary.