



weba
making a difference

WEST OF ENGLAND BAPTIST PAYROLL
COMPANY LIMITED

The Old Forge, Broom Hill, Stapleton, Bristol BS16 1DN
email: office@webassoc.org.uk

WEBA PAYROLL COMPANY– NEWSLETTER NOVEMBER 2015

STAFFING UPDATES

Welcome to the latest newsletter from the payroll company. I am really pleased to confirm I have now been appointed Payroll Manager. As many of you will know, I have been working alongside Pauline for the last year and am really excited about the new role. Pauline has now retired and we would like to take this opportunity to thank her for all her valued work for the payroll company, over the past 12 years. Any queries should now be addressed to myself and not Pauline. There is, therefore, a vacancy for a part time payroll assistant. If anyone is interested in this role then please look at the main WEBA website for further information or feel free to ask me any questions.

Please continue to use the email address of payroll@webassoc.org.uk

The payroll.admin address is mainly used for us to send out wage slips, so is not always monitored.

A REMINDER OF KEY DATES:

- Treasurers need to submit any changes to the payroll manager no later than the **10th** of each month, earlier if possible
- Direct Debits will be taken from your nominated bank accounts on **16th** of each month or the next working day, if this falls on a weekend
- Payments to staff are made on **20th** of each month, or the next working day if this falls on a weekend

2016 STIPEND

The home mission stipend for 2016 has been agreed at **£22,200**, an increase of 2.30% on 2015 year. The manse value used in the pensionable income calculations for ministerial members of the Baptist Pension scheme remains at £6000.00. We will not automatically increase your minister's pay so please make sure you advise us as soon as possible if you wish to pay the increased stipend.

PLEASE CAN ALL CHURCHES MAKE SURE THEIR FORMS ARE RETURNED TO LANE CLARK AND PEACOCK BY THE END OF NOVEMBER TO ENSURE THEY CAN CALCULATE THE CORRECT PENSION CONTRIBUTIONS FOR JANUARY WHEN THE NEW STIPEND COMES IN. MY UNDERSTANDING IS THAT YOU CAN NOW SUBMIT THIS INFORMATION ON LINE AND EACH CHURCH SHOULD OF RECEIVED THEIR OWN LOG IN AND PASSWORD.





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AUTO ENROLMENT AND THRESHOLDS

More and more churches are approaching their staging date when they will be required to enrol employees earning over £833 per month or £192 per week into a qualifying pension scheme and also make employer contributions.

At the staging date, any employee earning between £486 per month and £833 must be offered the opportunity to join the scheme and the church, again will have to make a contribution. Employees earning less than this amount must be offered the chance to enrol but the church do not have to make any contributions.

About a year prior to your staging date, you will receive a letter from the pension's regulator with a 10 digit letter code and asking you to nominate a contact. This must be a contact from the church and cannot be WEBA. However, we do need to you to let us know your 10 digit code to enable us to complete the Declaration of Compliance at the staging date.

INCREASE IN MONTHLY FEES

After a full review of our services and with the increased work load involving auto enrolment, we have made the difficult decision to increase the cost per payslip from January 2016.

The monthly administration fee of £5.00 will remain the same as will the £3.50 'cleaner rate' but the cost per payslip will increase to £7.50 per month for WEBA churches and £9.50 per month for non WEBA churches. Please feel free to contact me if you have any concerns over this.

I wish you all a very merry Christmas and a happy new year.

KAREN PEACOCK
WEBA PAYROLL MANAGER

