



The
United
Reformed
Church

Help and Advice Group

Northern Synod Office, 4 College Lane, Newcastle upon Tyne NE1 8JJ (0191-232 1168)

Bulletin 18: PROPERTY RESOURCES

The Help & Advice Group was set up by Synod in 2009, to support local churches in being informed and effective in their life and mission. The Group is made up of four members of local churches, together with administrative support from the Trust Officer. We are willing to try to provide specific advice or organise training days on particular topics. Please get in touch if you have questions or wish to suggest a training or discussion event.

This article is part of a series giving an overview of particular subjects on interest for local churches. We also circulate general updates from time to time. Bulletins will also be posted on the members' area of the website with direct links to other websites.

Where readers are directed to web-based resources, the Synod Office is willing to respond to reasonable requests for printed out information for readers without web access, although they may find it more satisfactory to follow up their interest through their local library's web access.

Property Handbook

Churches are reminded that a Property Handbook is available online. The contents are listed below, and can be found at:

www.urc-northernsynod.org/members/property_handbook.htm

(to access the members' area, enter username "synod" and password "calvin")

Hard copies can be sent to churches without any internet access, although of course, they would not then benefit from updates.

<i>Safety</i>	<i>Issue</i>	
211	The Children Act 1993	4N
221	The Construction (Design & Management) Regulations 2007	11N
222	Major Building Projects	11N
231	Dangerous Buildings – Emergency Procedure	11N
241	Electrical and Gas Safety	5N
251	Fire Precautions	11N
261	Food Safety	11N
271	Health & Safety	11N
281	The Licensing Act 2003	11N
291	Asbestos in Church Buildings	11N
301	Radon	11N

Taxation

411	National Minimum Wage & Caretakers' Accommodation	11N
421	Council Tax	1N
461	Non-Domestic Rates	4N
471	Trading and Tax	5N
481	VAT	5N
491	Water Charges	2N

Legal

611	Burial Grounds	2N
621	The Charities Acts 1993-2006	11N
631	Equality and Disability Discrimination	11N
641	Land Ownership – including Boundaries and Party Walls	1N
651	Use of Church Premises by Third Parties	4N
661	Listed Buildings and Ecclesiastical Exemption	11N
671	Letting of Dwellings	11N

General

811	Advice on Routine Maintenance	4N
831	Crime Prevention	1N
841	A Basic Guide to External Fundraising	5N
851	Grants & Loans from the Church Buildings Fund	11N
852	Grants & Loans – Other	11N
861	Insurance	5N
911	Financial Policy – Use of Income from Property	11N
912	Manse Accommodation	11N
913	Action on Church Closure	11N
914	A Beginner's Guide to the Provincial Trust	11N
919	Checklists	5N

Property Factsheets

Some factsheets are also available from the same page on the Synod website, covering: property sales, property purchases, property lettings, water charges, and going smoke free.

Grant Forms

Property, Manse, Mission, and Children's & Youth Work grant forms can be downloaded from: www.urch-northernsynod.org/members/trust.htm (user "synod" password "calvin")

Guidelines on the Care of Manses

This booklet detailing manse requirements, responsibilities, grants, and lettings can also be downloaded from: www.urch-northernsynod.org/members/trust.htm

Society for the Protection of Ancient Buildings

SPAB's Faith in Maintenance website has a wealth of useful advice on caring for church properties of any age: www.spabfim.org.uk

Inspired North East

More locally, online advice and regular training days can be accessed from: www.inspirednortheast.org.uk/current-events