

PROPERTY MATTERS

ISSUE 19 – September 2017

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This document is being sent to the following roles within the Connexion who are registered on the Connexional database: district chairs, superintendent ministers, district property secretaries, circuit property secretaries, church property secretaries, district treasurers, circuit treasurers and church treasurers.

PROPERTY MATTERS

Issue 19 – September 2017

Introduction	Page 1
Connexional Team Update:	
Online Suite of Applications	Page 2
Property Consents	Page 4
Statistics for Mission	Page 5
Connexional Grants	Page 6
Conservation	Page 6
Legal Matters – TMCP:	
Wayleave Agreements	Page 10
TMCP Website Update	Page 11
Methodist Insurance	Page 13
Property	Page 14
Events for your Diary	Page 18

INTRODUCTION

Greetings and welcome to this issue of Property Matters.

As we move once more into a new connexional year, our thoughts turn to the changing of the seasons, towards Christmas and, for some, the excitement that is *Strictly Come Dancing!*

However, for the younger members, the mounting excitement is the approach of Christmas. Junior Mission for All was created so children could support and learn about the mission of the Church. Its roots can be traced back 200 years to the Juvenile Missionary Society started at City Road, London. These young people will come after us to worship God, love Jesus, proclaim the faith and be the lifeblood of our Church in years to come. The Connexional Team will be doing some [research](#) in relation to JMA in the coming months, so, if you receive one of their questionnaires, please think about your answers and return it to help us, to help them, to help us all.

Whilst I am thinking about autumn, I cannot help but think of wind and rain. Now is the opportunity to look at your roofs (binoculars are good) and do any preventative maintenance before the wet, and possibly snowy, weather sets in.

Putting the two things together, the UN tells us that about 16 million children across India, Bangladesh and Nepal are in urgent need of life-saving support due to the flooding caused by weeks of torrential monsoon rain. Even more recently, we have seen the devastation caused by hurricanes across parts of the Caribbean and the USA.

Please keep those affected in your prayers, and a watertight roof over your heads.

Best wishes

Richard Farmery, Facilities and Property Coordinator

Tel: 0207 467 5190 Email: fpc@methodistchurch.org.uk

Front page photograph: Westminster Central Hall, London

Connexional Team Update

Online Suite of Applications

> PROPERTY CONSENTS

Help and guidance documents for all applications of the online portal can be accessed and downloaded at www.methodist.org.uk/onlinesuite.

> STATISTICS FOR MISSION

> PROPERTY RETURNS

> PROPERTY RETURNS

The website is now open for the 2017 property returns, which should be submitted by **31 May 2018**. There is no extension to this deadline.

There are four separate forms or reports that can be downloaded and printed for each church.

1. Church checklist

A blank **church property checklist** is available all year round to download and print off. It is available in both PDF and Microsoft Word versions.

The screenshot shows a web interface for property returns. At the top, a message states: "AS THIS RETURN IS COMPLETE, ANY ANNUAL RETURN FIELDS WILL BE LOCKED FROM EDITING." Below this are navigation tabs for Property, Documents, Insurance, Safeguarding, Finance, General Administration, Carbon Footprint (Optional), and Sign Off. The main content area is titled "Property Details" and includes a "Print Reports:" section. This section contains two items: "Church Checklist" with links for "PDF Version" and "Word Version", and "Circuit Checklist" with links for "PDF Version" and "Word Version". A red box highlights the "Church Checklist" and "Circuit Checklist" items. At the bottom, a purple box highlights the "Status key" section, which contains a link: "Download paper form if for some reason you are not able to complete online".

2. Current return form

The full annual return form is available at the start of the new connexional year. This means that the information entered for the previous year is archived and the online form is open for information entry again.

There is also an option to print off the annual church return form via the 'Download paper form if for some reason you are not able to complete online' link. However, this is a dynamic form, which means you see the information currently displayed on the web page.

[RETURN TO HOMEPAGE](#)

Return Details

Status: RETURN COMPLETE

Church: Oakworth ?

Circuit: Airedale (31) ?

District: Yorkshire West District (27) ?

Print Reports:

Church Return >

Property Information >

3. Church return report – ‘checking your church’

Information submitted in previous years (from 2013 onwards) can be accessed via the left-hand panel under the ‘Print Reports’ function via ‘Church Return’. This report is linked to the annual church data.

4. Property information report

This report appears as a dynamic form, which means that it is linked to the information currently held for this property, ie site. So when you download that form, you will see the information as it is stored on the Connexional Database at that moment in time. You can access this report via ‘Property Information’ under ‘Print Reports’.

Frequently Asked Questions

A six-page guidance document based on frequently asked questions by users of the returns site is available via the Online Suite and on the Methodist website www.methodist.org.uk/onlinesuite.

Please read this document before contacting the Web Support Officer. Suggestions for potential additions are welcome. Amongst other topics, the FAQs explain whom to contact when information needs to be changed, added or removed:

- **Site name**
This can be changed by Managing Trustees. It is advisable to make site names as clear as possible, eg ‘25 Marylebone Road manse’ instead of ‘manse’; ‘land adjacent to Bowes Park church building’ instead of ‘land behind church’.
- **Site address**
Because of significant issues arising from overwritten data, any address changes are now actioned by the Web Applications Team (returns@methodistchurch.org.uk).
- **Sold properties**
If sold properties still appear on the returns site, contact TMCP (legal@tmcp.methodist.org.uk).
- **Missing properties**
There are several reasons why a property may not appear on the returns site. The Web Applications Team will be able to give guidance (returns@methodistchurch.org.uk).

Methodist Church Advanced Webmap

The Advanced Version of the Methodist Webmap (www.methodist.org.uk/links/church-webmap-advanced-version) shows the extent of districts, circuits and network regions, and displays detailed information on churches and church activity relative to the local context. The webmap links up geographical and postcode data with the information submitted by churches in the annual Statistics for Mission returns, as well as data held by other organisations such as the Office for National Statistics, the Church of England and Methodist partner charities.





The information is presented in a way that helps users understand more about their churches, the people they serve, and the communities in which they are located.

























































If churches do not appear where they are meant to, check that the details are correct on the property returns site as a missing or incorrect postcode will result in a church not showing on the map. This is especially important for multi-site churches and circuit initiatives.

> PROPERTY CONSENTS

Document Types

We have extended the document types that can be chosen at the point of uploading a document to a project or site record. Managing Trustees can upload, download and delete most types, whereas Circuit Authorisers and Consent Giving Bodies may only download. The Conservation Team and TMCP have full access to all documents.

KEY	
 view list of documents	 upload/import documents
 download/view	 delete file/record

Document Type Name	Version-able?	Section	Managing Trustees	Circuit Authorisers / Consent Giving Body
General Project Docs		Projects	   	 
QSR	✓	Projects	   	 
Heads of Terms	✓	Projects	   	 
Purchase Valuations	✓	Projects	   	 
Photographs		Sites	   	 
Drawings		Sites	   	 
General Site Docs		Sites	   	 
Quinquennial		Sites	   	 
List Descriptions		Sites	 	 
Title Information		Sites	 	 

Updates to the Consents Site

We are continuing behind the scenes work, but recent updates include:

- **Project creation**
Minor changes have been made to improve the user flow, and now include the activities 'Taking a lease' and 'Granting a lease'.
- **Additional help**
Some functions have been made more specific to aid clarity, so you might find some new notifications popping up or additional links, eg guidance on replacement projects, and connexional property grant applications, which can now be accessed via hyperlinks directly on the consents site.

> **STATISTICS FOR MISSION**

2017 Statistical Data

The Statistics for Mission site is now open for the 2017 data entry. Updated guidance notes are available via the Online Suite and on the Methodist website: www.methodist.org.uk/onlinesuite.

> **CONTACT US**

Questions?

If you have any questions about the functions of the Online Portal, please use the email address that best fits your request. General queries, such as anything to do with user permissions or passwords, may be sent to any address.

- Property Consents: consents@methodistchurch.org.uk
- Property Returns: returns@methodistchurch.org.uk
- Statistics for Mission: statisticsformission@methodistchurch.org.uk
- General queries: any of the above

Connexional Grants

Property Grant Expiry

Connexional property grants have a three-year expiry limit. Each year the Connexional Grants Team reviews all outstanding grant monies (as well as reviewing project completion) and contacts those whose grants have expired or are near expiry. If you received a grant two or more years ago, and we have not been in touch with you, then please send us an update about your project and when it is likely to begin/be completed. It is also very helpful if you mark your project as 'finished' when it is complete, or if the decision has been taken not to proceed. All of this ensures that the maximum amount of money is available with the fund for new grant applications.

Connexional Authorisations

Some property projects require Conservation Authorisation and Sharing Clearance. These are important for the Connexional Grants Committee (CGC) when making their decision about whether to award a property grant. As the CGC is unable to make a fully informed decision without these authorisations, it now requires all applications for a connexional property grant to have these authorisations in place by the grants deadline. If this is likely to be a problem for your project, please get in touch with the Grants Team, Conservation Officer and Ecumenical Officer, as appropriate, at an early stage.

Julian Bond, Grants Team Leader, Connexional Grants Team
Email: grants@methodistchurch.org.uk

Conservation

National Churches Trust Relaunches Grant Programmes for 2018

The National Churches Trust offers funding for projects to:

- help maintain the UK's heritage of church buildings and to enhance their ability to serve local communities
- promote the benefit to communities of church buildings and to inspire everyone to value and enjoy them.

Applications are currently being accepted for:

- **Community Grants** of between £5,000 and £20,000 for projects that have an estimated cost of at least £25,000 (including VAT and fees). The grants are for projects that introduce facilities to enable increased community use of places of worship. All types of community projects will be considered, but they should include toilets or catering facilities.
- **Repair Grants** of between £5,000 and £40,000 to help with the cost of urgent and essential structural repair projects with estimated costs of at least £100,000 (including VAT and fees).

In addition there are micro grants of £2,000 for churches awarded a National Churches Trust Community Grant to set up a social action project that meets the needs of local people.

Churches, chapels and meeting houses in England, Wales, Scotland and Northern Ireland that are open for worship and which are part of a denomination belonging to Churches Together in Britain and Ireland are eligible to apply. Applications from both listed and unlisted places of worship are welcomed. Priority will be given to Baptist and Presbyterian/Church of Scotland denominations, as well as projects in North East England, Northern Ireland, Scotland and Wales.

The next deadlines for applications are 30 October 2017, 5 March 2018 and 2 July 2018.

For further information go to <http://www.nationalchurchestrust.org/choosetherightgrant>.

Securing the Future of UK Church Buildings

The National Churches Trust has launched a five-point plan to secure the future of UK church buildings (www.nationalchurchestrust.org/node/6911), in its 2016/2017 Annual Review. The review also announced that in 2016 the NCT had awarded grants totalling £1,399,470 helping 166 projects.

An Exchange and Transfer Website for Church Fixtures and Fittings

The Allchurches Trust have given the Diocese of London (CofE) a grant to develop a new online system to help find new 'good' homes for unwanted church furnishings. It will be piloted with the Diocese of London for six months and then opened up for wider participation by other dioceses and denominations. Further information will be made available in due course.

SAVE: Up My Street

SAVE Britain's Heritage's latest Buildings at Risk Catalogue (www.savebritainsheritage.org/campaigns/item/442/Up-My-Street-Buildings-at-Risk-Catalogue-2017-18) features over 100 decaying buildings across the country in need of new owners or new uses. The neglected buildings include cottages, farms, country houses, mills, pubs, printworks, police stations, a post office, an art deco swimming pool, churches, schools and even a military gatehouse.

Social Enterprise and Rural Places of Worship in England

The Heritage Lottery Fund has published the results of research into social enterprise and rural places of worship in England (www.hlf.org.uk/social-enterprise-and-rural-places-worship-england-0). This used a case-study approach to consider whether social enterprise can be an effective method to assist the sustainability of rural places of worship.

Bat Habitats Regulation Bill

A private peers' bill, the [Bat Habitats Regulation Bill](#), has been introduced by Lord Cormack “to make provision to enhance the protection available for bat habitats in the vicinity of a building site and to limit the protection for bat habitats in buildings used for public worship”.

The Church of England has secured Heritage Lottery funding as part of a partnership led by Natural England for a [project to mitigate the impact of bats in churches](#).

New Publications / Guidance Notes

Installation of telecommunications equipment in listed places of worship (Historic England)

This short note (www.historicengland.org.uk/images-books/publications/installation-telecomms-equip-in-places-of-worship) mainly sets out Historic England's involvement with listed places of worship considering installing such equipment and the type of information required in these cases.

Metal Theft from Historic Buildings - Advice Note (Historic England)

<https://content.historicengland.org.uk/images-books/publications/metal-theft-from-historic-buildings/heag128-metal-theft-historic-buildings.pdf/>

Chapels of England: Buildings of Protestant Nonconformity

By Christopher Wakeling, this is the first substantial synoptic account of nonconformist Church architecture in England. It includes examples from the seventeenth century to the present day, covering all parts of the country and each of the main religious traditions within nonconformity. The book sets these examples in the architectural, religious and cultural context of the development of English nonconformity.

Crossing the Threshold

The Historic Religious Buildings Alliance (HRBA) and the Diocese of Hereford are pleased to announce that work has started on updating and developing an expanded version of the 2013 *crossing the Threshold: a community development approach to the use of church buildings* toolkit. (View the current version at www.hereford.anglican.org/crossingthethresholdtoolkit.)

The Diocese of Hereford published the original edition in 2005, and it has become a highly valued and well-known publication throughout the Church sector.

HRBA and the Diocese of Hereford are working alongside an alliance of interested parties to develop the content including the Churchcare (Cathedral and Church Buildings Division) and Parish Resources, Church of England, National Churches Trust and representatives of other denominations.

[SAVE THE DATE: the revised and expanded toolkit will be launched on 3 November 2017 at St Martin in the Bull Ring, Birmingham.]

Training Courses/Workshops/Conferences

If you have any questions or would like any further information on any of the following then please contact the Conservation Officer on 0161 235 6739 or conservation@methodistchurch.org.uk.

Patrimony Committee Conference for Historic Churches Committees

This year's Patrimony Committee Conference for Historic Churches Committees takes place at Cathedral House Salford on Thursday 5 October. The theme for this year is 'Meeting the Challenge: change and regeneration' and will focus on regeneration and grants.

Information on the content for the day and booking can be provided by the Conservation Officer.

'Managing Major Buildings Projects' training day, Thursday 19 October, Oxford

The Historic Religious Buildings Alliance are running their seventh training day on 'Managing Major Building Projects in Places of Worship', in partnership with Purcell UK. It takes place at Wesley Memorial Church in the centre of Oxford.

The day covers the management of all stages of a building project in a place of worship, from start up through to making sure benefits are achieved over the long term.

Presentations include developing your vision, engaging with the wider community, fundraising, working with your architect and managing works once on site. We will also be hearing from three case studies that will tell us how it 'really was' and reflecting on lessons learnt. There will be a session from the Heritage Lottery Fund as well as lunchtime surgeries where individual cases can be discussed.

Anyone thinking about or starting to plan a major building project for their place of worship will find it invaluable.

To book, go to www.eventbrite.co.uk/e/managing-major-building-projects-in-places-of-worship-tickets-35720522043. All are welcome; you do not have to be based in the south-east.

The Engine Shed

The Engine Shed is Scotland's dedicated building conservation centre, based in Stirling. Run by Historic Environment Scotland, it serves as a central hub for building and conservation professionals and the general public. For details of their courses, workshops and seminars aimed at developing knowledge of building conservation, traditional materials and skills go to www.engineshed.org.

Ledgerstones: a workshop, Saturday 7 October, York

Discover how to record valuable archives in our churches in a workshop at St Martin-cum-Gregory, York run by the Ledgerstone Survey of England and Wales (LSEW) (www.lsew.org.uk). Speakers include Julian Litten FSA, Chair of the LSEW, and the day features a tour of the church and demonstrations of recording and uploading data onto the web. Email Jane Hedley at jw.hedley@ntlworld.com for more details.

Legal Matters - TMCP

Wayleave Agreements

Managing Trustees may find themselves approached by service providers, eg telecoms, utilities or fibre broadband companies, that wish to install pipe, cable or communication apparatus under, over or on Church land.

If the Managing Trustees are willing to grant such a request they will most commonly be asked by the service provider to sign a Wayleave Agreement.

What is a Wayleave Agreement?

A Wayleave Agreement is an agreement under which a property owner gives a service provider a right to install pipe or cable passing through or over the owner's property, usually in return for an annual payment. A Wayleave Agreement is a personal agreement and does not bind future owners of the property.

A service provider will often use a standard basic Wayleave Agreement, which can be heavily weighted in their favour. It is therefore important that Managing Trustees follow the correct procedure and obtain professional advice before entering into a Wayleave Agreement.

Charities Act 2011 requirements

A Wayleave Agreement is considered a disposal for the purposes of the Charities Act 2011. Therefore, before Managing Trustees enter into a Wayleave Agreement they will have to instruct a surveyor to prepare a Qualified Surveyor's Report (QSR). Guidance on what constitutes a QSR can be found on TMCP's website: www.tmcp.org.uk.

The surveyor will also have to advise Managing Trustees on:

- whether the level of fee proposed by the service provider is appropriate
- whether the proposed installation of the cables/pipes/apparatus will affect the valuation of the church's property
- whether any installation of cables/pipes/apparatus will impact on any future development of the church.

Once the QSR has been prepared, a copy should be sent to TMCP.

Legal Advice

Managing Trustees will also have to take legal advice on the proposed Wayleave Agreement before signing anything. It may be that an Easement (a permanent right registered against the title to the property) or a Lease would be the most appropriate way of proceeding. A solicitor will be able to

advise the Managing Trustees on the provisions and implications of the Wayleave Agreement, as well as confirm whether it is the best way to document what is proposed.

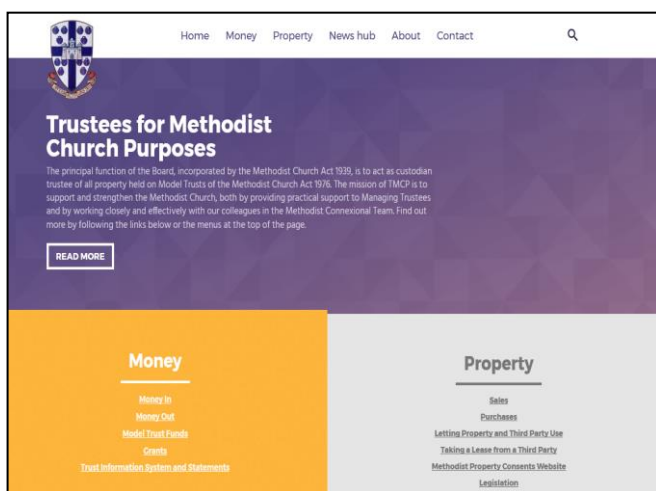
Although TMCP holds legal title to Methodist property in its capacity as Custodian Trustee on the Model Trusts, TMCP will not be a party to the Wayleave Agreement as it is a contractual agreement granted by the Managing Trustees. TMCP do however have to approve the Agreement on behalf of the Connexional Team under Standing Order 931(3).

TMCP have template clauses that need to be incorporated into a Wayleave Agreement to reflect the relationship between TMCP as the legal title holder and the Church Council as Managing Trustees. TMCP can provide these to the solicitor acting for the Managing Trustees.

Managing Trustees should ensure that they are not financially out of pocket when entering into Wayleave Agreements and should seek their legal and surveyor's costs from the service provider.

Whilst, at first glance, entering into a Wayleave Agreement may seem no more than signing a standard document provided by a service provider, Managing Trustees need to be aware of their responsibilities as charity trustees and follow the procedure set out above. If Managing Trustees are approached by a service provider regarding a Wayleave Agreement they should contact TMCP for guidance and assistance. TMCP Legal can be contacted by email at legal@tmcp.methodist.org.uk.

TMCP Website Update



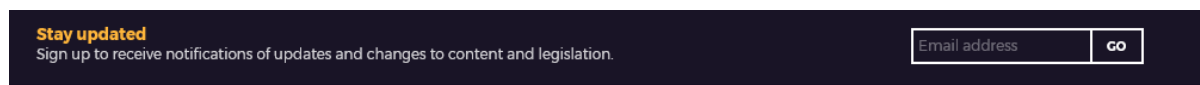
Visit TMCP's website (www.tmcp.org.uk) to access information, guidance, template clauses, forms and standard documents to help you to fulfil your role as prudent charity trustees with responsibility for charity property and also to help your professional advisers.

Are you proposing to sell, let or share use of any Methodist property? Are you proposing to buy or lease property for use by the charity? Do you need to pay in or withdraw any Model Trust funds? There is guidance on all these issues and more on the TMCP website.

Stay updated

TMCP is constantly adding new material and updating the guidance in line with changes in law, policy and best practice. To keep abreast of the changes as well as any legal and finance updates please sign up to receive notifications.

Look out for the “Stay updated” banner which appears at the foot of each web page:

A dark blue banner with the text "Stay updated" in orange and "Sign up to receive notifications of updates and changes to content and legislation." in white. To the right is a white input field labeled "Email address" and a "GO" button.

Stay updated
Sign up to receive notifications of updates and changes to content and legislation.

Insert your contact email address and confirm you would like to receive notifications when you receive a welcome email from us. Visit the News Hub area (www.tmcp.org.uk/news-hub) to see the types of article you will receive notifications of. Recent articles include:

[New Panel of Solicitors for Managing Trustees](#)

[Treasurer Update and Bank Details Update forms](#)

[Discretionary Grant forms - available in Word and pdf format](#)

[Lease and Licence Distinction for Managing Trustees](#)

[Assured Shorthold Tenancy Agreements – Notifying TMCP at the Earliest Opportunity](#)

New on TMCP's website

New to TMCP's website in August 2017 are the much-anticipated resources regarding the use of Methodist premises for worship by other Christian churches and congregations under Model Trust 14(2A). These can be found on the [Letting Property and Third Party Use](#) page, and include the specific forms of licence and booking form templates that have the approval of the Connexional Team.

Other new guidance appearing in August 2017 includes [the General Data Protection Regulation \(GDPR\)](#), with information about its implications and implementation.

Upcoming guidance

Look out for the additional data protection guidance that will soon be available. We will also be producing FAQs to help Managing Trustees, sample policies including new ones required under the GDPR and useful templates such as privacy notices. The guidance will have a practical slant to assist Managing Trustees in meeting the requirements in relation to data protection generally and the GDPR specifically to support Managing Trustees through the transition.

Website user guide

TMCP has produced a Website User Guide to introduce visitors to its website and explain how to get the most out of it. If you are a new visitor or want to know exactly what you can find or how to access all the features, the guide is available at www.tmcp.org.uk/kcfinder-uploads/files/website-guide.pdf.

If you have any ideas about additional resources that you would like to see, please tell us know using the 'Ask question' or 'Contact' tab at www.tmcp.org.uk, so that we can work with you to help provide the resources that you need.

Methodist Insurance

Legal Expenses Insurance cover – protecting your church and people



You may not think that you need legal cover, but without it, if your church was ever involved in a legal dispute, you could end up facing large legal bills.

Normally you will have Legal Expenses Insurance included under your church policy. It is designed to help protect your ministers, employees and authorised volunteers during civil legal disputes, which we believe you are likely to win.

Legal Expenses also provides support, advice and cover against legal costs, as well as cover for criminal disputes. Policyholders also have unlimited access to a Legal Advice Helpline, providing telephone legal advice on all areas of UK and EU law. Methodist Insurance has partnered with DAS, a market-leading legal expenses insurance company, to offer this essential cover.

How could legal expenses cover prove invaluable for your church?

- **Contract disputes**

Maintaining and running a church often involves setting up contracts with third parties. Generally these run perfectly well, but every now and then there might be a disagreement. For example, a builder might fail to complete work on a church roof to the agreed standard. If so, DAS can appoint a solicitor to make a claim against them.

- **Legal defence**

If your church circuit, ministers, employees or volunteers are accused of criminal misconduct, then your cover could help meet the legal costs. For example, if an employee is charged with theft and false accounting, and is suspended from their job, they may be able to claim for legal defence under the church insurance policy.

- **Property protection**

If there is a dispute involving the property of your church, your cover could meet the costs. For instance, if a wall on a neighbouring property damages a shed on your church's land, the cover would meet the costs of a legal dispute.

Legal Expenses Made Simple

Methodist Insurance has produced a simple guide about Legal Expenses cover (www.methodistinsurance.co.uk/legalexenses). It gives an overview of the cover included in your church insurance policy, some real-life examples and details of how to get legal advice or make a claim.

Property

Returns Working Group

We would like to re-instate the Annual Returns Working Group that some colleagues attended when it last meet in January 2015. The date for the next one has been set for Thursday 4 January 2018 at Methodist Church House, London – lunch will be provided. It will be a good opportunity to share experiences – good or bad – and collect ideas and suggestions that will inform the update of the returns site ahead of the next connexional year.

Please let Verena Thim (thimv@methodistchurch.org.uk) know if you or someone else in your district or circuit would like to attend. Alternatively, you can provide some written feedback in advance. Connexional Team attendees will be Richard Farmery, Verena and Tom Lee.

Standing Orders – a reminder

All Methodist property is owned and held in order to enable the Church's mission to be fulfilled.

In the majority of cases this is via the direct use of the property in local mission and ministry, including the provision of appropriate manses for ministers. However, a number of properties are owned both locally and connexionally, primarily in order to generate investment income that can fund mission and evangelism. The Church and TMCP have become aware of several examples of property owned by Methodist bodies, but not necessarily included on the Connexional Database, held on the Model Trust nor with the title registered in the name of the appropriate custodian body.



These cases can involve caretaker's houses or shops situated close to or adjoining chapels, or small parcels of nearby land (recently a field and tennis courts) that may have been inadvertently overlooked and, as such, have never been registered or recorded separately to the primary building.

We would like to remind all trustees of their obligations under SO 901 that “all land acquired for use as local, circuit or district property or otherwise on behalf of any Local Church, Circuit or District shall be vested in the custodian trustees of the Model Trusts”.

In relation to such property, unless the context otherwise requires, ‘custodian trustees’ means in relation to property in Great Britain, the Trustees for Methodist Church Purposes (TMCP); in relation to property in the Isle of Man, the Trustees for Manx Methodist Church Purposes; in relation to property in the Island of Jersey, the Trustees for Jersey Methodist Church Purposes, and in relation to property in the Bailiwick of Guernsey, the Trustees for the Bailiwick of Guernsey Methodist Church Purposes.

Crime Prevention – Drones



According to the Churches Conservation Trust, a drone has been used to scout a stately home prior to a theft, and the Trust is concerned about the use of drones for this purpose with regard to places of worship.

Large drones (those over 20kg, usually used for professional filming) and any (whatever the weight) being used commercially cannot be flown by anyone without a CAA license. Also drones cannot be flown from or over private property without the consent of the owner. In addition, anyone flying a light camera drone for recreation purposes must not fly within 150m of a 'congested zone' (not defined), nor within 50m of any person, vehicle, structure or boat not under the control of the pilot. The controller 'pilot' of any drone (camera bearing or not) needs to have clear sight of the drone at all times, and this has been interpreted to mean not more than 125m in altitude or 500m in sight. The rules on drones are constantly evolving and parliament has expressed a desire to look at the licensing of all drones – not that licensing would stop a criminal, only the law abiding.

Drones may still have a use such as for roof surveys, and now there are drones that can be safely flown inside a building. There are some companies who fly drones for these purposes (eg www.droneexplorer.co.uk). The main sticking point is the roof needs to be away from other buildings, and by the nature of churches, they tend to be in built up areas. They could be used, however, in rural areas and for remote chapels and buildings.

(Image © The Construction Index / Cambridge UAV)

Closure of the HLF Grants for Places of Worship (GPOW) scheme

The Heritage Lottery Fund (HLF) confirmed in mid-March 2017 that the Grants for Places of Worship (GPOW) Scheme was closing. Note: This does not affect the government's grant scheme for reimbursing expenditure on VAT (the Listed Places of Worship Grant Scheme).

From September 2017, the HLF's Grants for Places of Worship programme will close to new applications in England, Wales and Northern Ireland. The programme may continue in Scotland, as it is a joint initiative with Historic Environment Scotland.

In its place, funding for repairs to places of worship will be available through HLF's existing Our Heritage (up to £100,000) and Heritage Grants (up to £5million) programmes. These grants will be available to both listed and unlisted places of worship.

Under the new arrangements, 100% of works and activities could be funded with no requirement for partnership funding, through the Our Heritage Programme. For larger schemes, more money will be available for individual places of worship. The Grants for Places of Worship awards were limited to £250,000 per application. Under Heritage Grants, applicants can apply for up to £5m per application.

If you have already applied under the GPOW scheme then these existing applications should not be affected.

Find out more details at www.churchcare.co.uk/images/GPOW_Diocesan_Briefing_-_6_April_2017.pdf.

Useful Resources

It is not only on the Methodist Website under the Property Handbook (www.methodist.org.uk/ministers-and-office-holders/property/handbook) that resources can be found, you may find much useful information from a variety of other sources:

- The **Churchcare** website (www.churchcare.co.uk) is maintained by the Church of England's Cathedral and Church Buildings Division, but is relevant to anyone who is responsible for a place of worship. It contains helpful material and guidance on practical topics. In particular, their guidance notes are all in one place, for ease of reference: www.churchcare.co.uk/churches/guidance-advice/all-guidance-notes.
- **English Heritage** is part of the regulatory process, but also offers advice and support. In 2010, it produced a guidance booklet covering all aspects of looking after a place of worship. This can be downloaded from www.english-heritage.org.uk/publications/caring-for-places-of-worship. Other information can be found at www.english-heritage.org.uk/caring/places-of-worship/caring-for-places-of-worship.
- The **Christianity and Culture Project** is developing a range of downloadable training resources and study packs. If there is a particular topic or theme you think they should cover, or if your church would like them to run a training session for you, contact them at www.christianityandculture.org.uk/churches.
- **Resourcing Christian Community Action** is a Church of England initiative and arose from a Big Society debate at the November 2010 General Synod. This study was commissioned to research and bring together current best practice in Christian care in local communities with the resources and knowledge base needed to multiply those good works across the country. It includes a wide spectrum of examples covering different policy areas, location and types of activity. Although many of the projects included are in deprived areas, Christian community action is called for in any context to demonstrate care for neighbours and new ways of being and to work for personal, social and structural transformation.

Go to www.how2help.net to read the study in full and discover how to start a project, how to manage it, where to get advice and how to find local partners and funding. There are also case studies of existing projects from across the country.

- The **Historic Religious Buildings Alliance** have a very informative website. This is primarily a forum for second stage organisations such as the Arthur Rank Centre, the denominations, National Churches Trust (NCT). They also produce a monthly newsletter providing information on new funding sources, consultations, changes in government policy, new items and events

and training opportunities. You can sign up for this newsletter by going on the website www.hrballiance.org.uk.

The **National Churches Trust** also have a very useful website with a variety of building advice in their resource centre www.nationalchurchestrust.org/building-advice/resource-centre. You can find information from the very simple to the more complex, including maintenance, visitor welcome, writing a statement of significance and setting up a friends group. There are also sections for all the main structural areas of your church, chapel or meeting house, containing guidance on caring for or doing work on that particular feature.

Independent review of building regulations and fire safety

Following the tragedy of the Grenfell Tower fire, the [terms of reference](#) for the Independent Review of Building Regulations and Fire Safety have been published. The review aims urgently to assess the effectiveness of current building and fire safety regulations, and related compliance and enforcement issues, with a focus on multi-occupancy high-rise residential buildings. It will include addressing whether the government's large-scale cladding system testing programme has identified any potential systemic failures.

The review's two key priorities are to develop a more robust regulatory system for the future and provide further assurance to residents that the buildings they live in are safe and remain safe.

Though its specific focus is on residential tower-blocks, the review will cover the regulatory system for all buildings. It will report jointly to Communities Secretary Sajid Javid and Home Secretary Amber Rudd. An interim report will be submitted in autumn 2017 and a final report submitted in spring 2018.

Richard Farmery, Facilities and Property Coordinator
Tel: 0207 467 5190 Email: fpc@methodistchurch.org.uk

Dates for your diary

Listed Buildings Advisory Committee (LBAC)

The LBAC meets on:

10 October 2017
23 January 2018
17 April 2018 (possibly in Cornwall)
10 July 2018



The deadline for circulation of papers to the committee is three weeks before the meeting date. However, for new projects* there is a legal requirement that we consult on the project with external bodies (which takes a statutory period of 28 days) in addition to the LBAC, and representations from this consultation exercise should be presented to the LBAC at their meeting. Therefore, projects must be submitted to external bodies before presented to the LBAC, so please ensure you allow sufficient time within your timetable for the 28-day consultation period before the 3-week circulation of papers deadline.

* Projects that have been presented to the LBAC on previous occasions should submit revised or modified information by the deadline for circulation of papers date, as it is likely that representation will have already been received from external bodies.

Thus, we offer the following as a guide:

Submission to external bodies (see Section 98 of Standing Orders for list)	Deadline for circulation of papers to the LBAC	Date of LBAC meeting
22 August 2017	19 September 2017	10 October 2017
5 December 2017	2 January 2018	23 January 2018
27 February 2018	27 March 2018	17 April 2018
22 May 2018	19 June 2018	10 July 2018

Please contact the Conservation Officer Joanne Balmforth for any queries or questions on these dates on conservation@methodistchurch.org.uk.

Resourcing Mission Forum 2018

Next years' forum will take place from 8–10 May 2018 at Kings Park Conference Centre in Northampton. Go to www.acuk.net/kings-park for information about the venue. Further details regarding the programme, registration and costs will be published shortly.

This document is being sent to the following roles within the Connexion who are registered on the connexional database:

- ✓ District chairs
- ✓ Superintendent ministers
- ✓ District property secretaries
- ✓ Circuit property secretaries
- ✓ Church property secretaries
- ✓ District treasurers
- ✓ Circuit treasurers
- ✓ Church treasurers

If you are aware of other people who may not have access to the Internet, email or a computer, could you please provide them with a copy of this document.

If you know of people who would like to subscribe to the *Property Matters* email newsletter, please forward this copy and ask them to visit www.methodist.org.uk/signup

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