

## General Church Building Maintenance Grant

In January 2020 the Synod introduced an Annual Church Grant for general repairs and maintenance. This was to ensure that Churches keep a keen interest in ongoing maintenance issues at their church while incentivising the use of funding available. It is funded from the Synod Church Buildings Fund.

### Annual Church Grant

Each Church will be allocated £2,000 per annum to be claimed against receipts for works carried out to the church property. Receipts should be retained by the Church and submitted to the Property Administrator either by post or electronically at the end of the year or when £2,000 has been reached. Monies not claimed by receipt in the year of spend can be carried over to the following calendar year.

The scheme will work as such:

- The Church will arrange repairs/maintenance works to their building.
- The Church will pay for these works and retain receipts.
- The Church will send collected receipts to the Synod Property Office either by post or email once the £2,000 limit has been reached or by the end of the calendar year. Once receipts have been received, monies will be paid into the church account to the amount of the qualifying receipts (see Restrictions below).
- If receipts received do not accumulatively come to £2,000. This will be noted by the Synod and the Church will then be able to claim this unspent portion as part of the next year's grant.
- Receipts for works in the year of spend cannot be carried forward to the next year.

### Restrictions

Churches cannot claim for expenses on:

- gardening
- annual servicing of Heating Ventilation & Air Conditioning (HVAC) equipment
- electrical installation testing and PAT testing
- lightning rod maintenance
- annual fire equipment servicing
- major alterations, improvements and redevelopments
- cleaning, caretaker and maintenance contracts
- buildings insurance

### Listed Buildings

This Grant will also be available for churches that are listed. General maintenance of these buildings will not require an application to the Synod Listed Buildings Advisory Committee (LBAC). However, it is recommended that advice be sought from the Synod Property Office if there are any works that will impact upon the building fabric. Example: If guttering requires replacement, the Synod should be informed and a decision will be taken if LBAC consent is required.