



The United Reformed Church Northern Synod

Local Manse Maintenance Fund Release Scheme For Church Capital Projects

The Synod meeting on 15 March 2014 agreed a scheme (slightly amended on 11 October 2014) whereby a proportion of accumulated manse rental income might be released for church property maintenance and improvement projects.

Guidelines

Synod approval of manse letting is usually conditional on rental income being held in a separate fund by the local church and used only for maintaining that property (and, in many cases, other manses in the same pastorate). When a manse is let for some time, either during a long vacancy or because the minister is living elsewhere, as significant sum can build up in the local church's manse maintenance fund.

This scheme enables some of that accumulated income to be released to help fund work to the church's other properties, whilst ensuring that sufficient money is retained for likely future maintenance of the manse.

On receipt of an application, Synod Executive Committee will consult with the Pastoral Committee and Property and Manse Subgroups before making a decision.

Decisions are to be made on a case-by-case basis, and subject to the following safeguards:

- Application may be made by any church to spend part of any manse maintenance funds held for the time being in the same pastorate, and should include copies of Church Meeting resolutions of all churches in the pastorate agreeing to the application;

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Application Form

- A requirement for a specific request detailing the sums requested, the purpose for which they were needed, and 5 years' analysis of previous income and expenditure;
- The manse must continue to be maintained to a satisfactory standard;
- There should be no arrears in Ministry & Mission or Synod levy contributions;
- Enough money should be retained in order that, in the Manse Subgroup's judgement, it will be possible to cover anticipated medium term manse repairs and maintenance;
- The Manse Subgroup may inspect the manse and the Property Subgroup may inspect the church.

Informal enquiries about this scheme may be made to the Trust Officer (0191-232 1168) andrew.atkinson@urc-northernsynod.org

These guidelines and the standard application form are available from the Synod Office, or may be downloaded from the website:
<http://urc-northernsynod.org/wp-content/uploads/2015/01/Manse-Release.pdf>

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Application Form

Please write clearly, and attach additional sheets where necessary

Section 1 – Contact Details

1.1 Church/Pastorate/Applicant Name

1.2 Contact Name

1.3 Contact Address

1.4 Contact Telephone

1.5 Contact Email (if you are happy to be contacted by this method)

Section 2 – Project Details

2.1 Please describe briefly the work, its aims, and the reasons behind it

2.2 When is the money likely to be needed?

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2.3 Please detail the costs

TOTAL	

2.4 Are these estimates or fixed prices?

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2.5 How is this to be funded? (and is it definite or merely sought?)

Money in hand	
To be raised by local church(es)	
Grants:	
From Manse Maintenance Fund	
TOTAL	

Section 3 – Resolution

3.1 We confirm that the above particulars are correct to the best of our knowledge, and that at a meeting of held on it was agreed to apply for the above fund release.

Signed

Post held

Date

Please return this application form with church and manse accounts for the last 5 years to: The Trust Officer, The United Reformed Church Northern Synod, 4 College Lane, NEWCASTLE UPON TYNE NE1 8JJ