



## **REDUNDANT CHURCH PROPERTY**

If the Synod resolves that church buildings or land are no longer useful for their intended purpose, the trustees are instructed to dispose of the property. This section of the Handbook sets out the respective responsibilities of the local church and the trustees for the ongoing care of the buildings in these circumstances. Advice on other matters, such as the disposal of possessions and the care of records, will be given by District Council officers.

### **Disconnection of services**

Water, gas and telephone services should be terminated by the local church at the time the property is vacated. The trustees should be consulted before terminating the electricity supply as lighting may be needed for inspecting the property in winter months.

### **Maintenance**

Normally, ongoing care of the property, prior to sale, will be overseen by the trustees, with assistance from the District Council officers if necessary.

### **Insurance**

As soon as possible, the local church must advise the insurers of the date when the premises will be vacated and that the trustees will be responsible for future insurance matters. These could include any payment of renewal premiums or increases in premium arising from the property being unoccupied.

### **De-registration**

Most churches are registered as a place of worship and for the solemnization of marriages. The local church must obtain from the superintendent registrar de-registration forms, which usually need to be signed on behalf of the trustees. The registrar will also give instructions for depositing marriage registers.

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### **Costs**

When a church closes, any costs incurred by the trustees in caring for the property prior to disposal will be met, in the first instance, from the residual monies in the local church accounts. When a church amalgamates with another, it is the responsibility of the continuing congregation to meet such expenses but, in the event of the property being sold or let, the properly incurred expenses of the local church will be reimbursed from the sale proceeds or rent.