

**Application for the consent of the Chichester Diocesan Fund and Board of Finance Incorporated for a parish property transaction under the Parochial Church Councils (Powers) Measure 1956**

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| Name of PCC |  |
| Name of solicitors instructed[[1]](#footnote-1) |  |
| Address of property |  |
| Description of property[[2]](#footnote-2) |  |
| Proposed transaction[[3]](#footnote-3) |  |
| Other parties[[4]](#footnote-4) |  |
| Core terms[[5]](#footnote-5) |  |
| Brief reasons for the transaction |  |
| Who is your Archdeacon? Does the proposal have their support? |  |
| Is a copy of the PCC minutes approving the transaction attached? If not, please explain why. |  |
| Is a Charities Act report attached? If not, please explain why. |  |
| Are drafts of the documents to be executed by the DBF attached? If not, please explain why. |  |
| Any other information |  |

**Some transactions can be implemented by diocesan officers without the need to seek the consent of the relevant Committee. If the value of the transaction is less than £250,000 please also answer the following questions:**

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| What was the PCC’s annual income in its most recent annual accounts? Please attach a copy of the accounts. |  |
| Does the transaction relate to or include the whole or part of a church or building licenced for public worship? |  |
| Does the transaction relate to or include a churchyard or part of a churchyard? |  |
| Does the transaction relate to or include land adjacent to a churchyard, church, or building licenced for public worship? |  |

Please send the completed form and supporting documents to the Assets and Glebe Officer, Phil Morl, at Church House, preferably by email to [phil.morl@chichester.anglican.org](mailto:phil.morl@chichester.anglican.org)

1. If the solicitors are not known to the DBF as specialists in ecclesiastical law, the DBF will usually require its own solicitors to review the documentation and confirm that it is in an acceptable form, and to confirm that the managing trustees have taken such advice as is required by the Charities Acts and appear to be acting in accordance with the advice received. If the documents are in order, the cost of this is normally in the region of £400 plus VAT and is borne by the PCC. [↑](#footnote-ref-1)
2. E.g. church hall or residential flat [↑](#footnote-ref-2)
3. E.g. sale or grant of lease by PCC [↑](#footnote-ref-3)
4. E.g. the proposed purchaser or tenant [↑](#footnote-ref-4)
5. E.g. sale price, or for a lease the length and rent [↑](#footnote-ref-5)