

Gas and Oil Maintenance Information for Clergy

To report any issues regarding your boiler, you may call Paynes Heating & Plumbing at any time of the day on **01825 891720**.

Please state that you are ringing from a Diocese property and give them the address, postcode and details of the problem to arrange a callout. All issues will be fed back to the Property Department for payment and any remedial action.

For emergencies and out of hours cover, if the phone is not answered, please leave a clear message with your contact number and they will get back to you.

If you do contact Paynes whilst out of hours, please e-mail the property department at property@chichester.anglican.org and let us know so that we can follow up.

When your yearly service/safety inspection is approaching, Paynes will contact you, initially by phone, well in advance of the due date. Please try to agree a suitable visit date as soon as possible.

If you have any questions please contact the Property Department by e-mailing property@chichester.anglican.org or calling **01273 425683**. Our office is open Monday to Friday from 9am until 5pm.