

## **THE REPRESENTATIVE BODY**

### **GRANTS FOR THE REPAIR, EXTENSION, OR PROVISION OF PLACES OF WORSHIP**

Eligibility criteria and grant rates are amended from time to time. Applications should be obtained from the Resources section of the Church in Wales website or from the Representative Body directly to ensure that the form used is current.

#### **Criteria**

1. Applications must be supported by the Archdeacon and Diocesan Churches and Pastoral Committee.
2. Applications must only relate to the church or place of worship. Retrospective applications for completed work are ineligible.
3. Works relating to churchyards are not eligible.
4. The Churches and Pastoral Committee must provide confirmation that the church will not close within 5 years.
5. Works must be in accordance with faculty rules and, where applicable, planning permission and building regulations.
6. Applications for the construction of new places of worship must be endorsed by the Bishop. The site for the new church must be in the ownership of the Representative Body.
7. The resources available for grants are limited and the Committee will wish to see that the parish has made every effort to secure funds from external sources. The maintenance of existing places of worship will be the priority and, in relation to extension or new construction, the parish will need to show a genuine need. The Committee will be influenced by the desire to meet the needs of an increasing congregation; the improvement of the use and facilities in an existing building; meeting the requirements of current legislation (such as Disability Discrimination Act 1995 and Health & Safety Regulations).
8. For grants over £5,000, the results of Part 1 of the Representative Body guidance note "Appraising Church Buildings" should be provided showing that the church will perform a key role in future outreach within the parish.
9. Grants are payable either in full at the completion of the works or in stage payments supported in each case by a copy of the appointed architect's certificate or equivalent professionally qualified advisor's endorsement.
10. Grants must be taken up within 2 years of the date of the award and no further applications for that church will be considered for two years, except in exceptional circumstances.

#### **Eligible Costs**

- Works of repair to the fabric of a church excluding stained glass or decoration unless such works represent less than 10% of a major repair project.
- Works to improve safety and accessibility
- Extensions
- New churches

#### **Grant Rates**

Maximum £3,000 or 100% of eligible costs where project costs are below £3,000.

<b>Parish:</b>	<b>RB No.</b>
<b>Church:</b>	
<b>Professional Advisor (Architects etc.):</b>	
(It will be expected that the professional advisor will supervise and sign off any works)	
<b>Address:</b>	

<b>I.</b>	<p><b>(a)</b> Is the building listed? If so, give grading</p> <p><b>(b)</b> Is the church in a conservation area?</p> <p><b>(c)</b> Has an application been made for a Cadw grant?</p> <p>Please indicate if an application has been refused recently and, if so, what reason was given</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>(d)</b> Has an application been made to the HLF or other Lottery grant giving body?</p> <p>Please indicate if an application has been refused recently and, if so, what reason was given</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><b>(e)</b> Please check whether there is need for:</p> <ul style="list-style-type: none"> <li>i. Planning and/or Building Regulation Approval</li> <li>ii. Listed Building/Conservation Area Consent</li> <li>iii. Faculty Application (See Part I, Sections 2 &amp; 3, Rules of the Diocesan Courts)</li> </ul>	
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<b>3.</b>	<b>(a)</b> Estimated cost of works (inc. fees & VAT) <i>(exclude VAT that can be recovered under the Listed Places of Worship Scheme)</i>	£
	<b>(b)</b> Sum already in hand	£
	<b>(c)</b> Sums promised	£ _____
	<b>(d)</b> Current shortfall <b>(a-(b+c))</b>	£ =====

<b>4.</b>	<p><b><u>Breakdown of Funding</u></b> Give details of any funds in hand or promised. If no funding available, indicate any efforts that have been made to raise funds.</p>	<b>In Hand</b>	<b>Promised</b>
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<b>5.</b>	<p><b><u>Other Applications</u></b> Please give details of any other applications for funding i.e. those that have been refused or where the outcome is awaited.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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<b>6.</b>	<b>(a)</b> Average yearly total of income for this church during the last 5 years	£
	<b>(b)</b> Average yearly sum spent on maintenance during the last 5 years	£
	<b>(c)</b> Average total income of the parish during the last 5 years if more than one church	£
	<b>(d)</b> Please indicate any reserves held by the parish	£

	<p>(e) How often is the church used for public worship?</p> <p>(f) Average attendance for Sunday services?</p> <p>(g) Average attendance for mid-week services?</p> <p>(h) Is there a Sunday School?</p>	
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<p><b>8.</b></p>	<p><b><u>Proposal to erect a new place of worship</u></b></p> <p>a) Is the site freehold?</p> <p>b) Is the site leasehold? If yes, state term's unexpired years</p> <p>c) Please indicate if it is not vested in the Representative Body yet</p> <p>d) Approximate population of area to be served</p> <p>e) How does this relate to the population of the nearest parish?</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>f) What is the projected population growth in the locality?</p> <p>g) How far away is the nearest Church in Wales church?</p>	
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<p><b>9.</b></p>	<p>Provide a description of the proposed building(s) and attach plans and specification. The proposals should have the support of the Diocesan Churches and Pastoral Committee. Indicate when the works will be carried out.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
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<b>10.</b>	Any other notes or information (A supplementary sheet may be used if necessary) <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<b>11.</b>	<b>Applicant:</b> <b>Address:</b> <span style="float: right;"><b>Date:</b></span>  <b>Archdeacon's Endorsement:</b> <span style="float: right;"><b>Date:</b></span>  <b>Bishop's Endorsement:</b> <span style="float: right;"><b>Date:</b></span> <i>(only where there is a proposal for a new place of worship)</i>
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	Please attach a copy of the Parochial Church Council resolution approving the proposals and indicate the planned start date for the work.
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Completed applications should be returned to: **Property  
RBCW  
39 Cathedral Road  
Cardiff  
CF11 9XF**

## SOURCES OF HISTORIC CHURCH BUILDING REPAIR GRANTS

### Introduction

This note lists some of the key sources of grant aid for historic churches. It is not an exhaustive list.

The Representative Body gives grants for the repair, provision and extension of Places of Worship and more details can be obtained from the Property Department.

#### 1. Organisations which may give grants towards the cost of repairs to Historic Buildings

Historic Buildings Advisory Council for Wales

Cadw

Welsh Assembly Government

Plas Carew

Unit 5/7 Cefn Coed

Parc Nantgarw, Cardiff

CF15 7QQ

Tel: 01443 33 6000

Fax: 01443 33 6001

E-mail: [Cadw@Wales.gsi.gov.uk](mailto:Cadw@Wales.gsi.gov.uk)

The Heritage Lottery Fund

Hodge House,

Guildhall Place,

Cardiff, CF10 1DY

Tel: 029 2034 3413

<http://www.hlf.org.uk/english/InYourArea/Wales/>

#### 2. Organisations which may give grants towards the cost of repairs to Ecclesiastical Buildings only

The Catherine & Lady Grace James Foundation Pantfedwyn Market Street Aberystwyth	Historic Churches Preservation Trust 31 Newbury Street London EC1A 7HU (incl. Incorporated Church Building Society) <a href="http://www.historicchurches.org.uk">www.historicchurches.org.uk</a> Tel: 020 7600 6090 Fax: 020 7796 2442
Welsh Church Acts Fund Contact your Local Authority as rates and funding varies in each area	
Allchurches Trust Ltd Beaufort House Brunswick Road Gloucester GL1 1JZ	

### 3. Other Grant Making Trusts

The major source for identifying suitable trusts is the *Directory of Grant-Making Trusts*, published by:

The Charities Aid Foundation  
King's Hill  
West Malling  
Kent  
ME19 4TA.

It is available at main public reference libraries. The *Directory* lists a large number of organisations that may accept applications for grant-aid, states their relevant criteria, and indicates the approximate annual income of each charity. It also contains important advice on how to present your applications. You are advised to read this very carefully and be guided by it. It is now also available on CD-ROM. The *Directory* is updated twice yearly. Some dioceses have a copy of the *Directory* that they are prepared to let parishes borrow; it may be worthwhile asking.

Be ready for a high proportion of disappointing replies. It pays to be persistent however; the last trust on your list could be the one, which is willing to help you.

The Charity Commission web site <http://www.charity-commission.gov.uk/> includes the Register of Charities that can be browsed and used to highlight trusts by name, object, or area of benefit.

The following trusts may be helpful:

Mitchell Trust R. Mitchell Murray Lodge Burtons Lane Chalfont St. Giles Buckinghamshire, HP8 4BL	T.H.B Brunner's Charitable Trust 24 Bedford Gardens London W6
The John Beale Trust Mrs S.D Clayton 100 Friars Walk Southgate London N14	Garfield Weston Foundation Weston Centre 10 Grosvenor St. London W1K 4QY
The Manifold Charitable Trust Mrs C.C Gilbertson 21 Dean's Yard, London, SW1P 3PA. (Reg. Charities Only)	The Inman Charity Messrs Payne, Hicks, Beach & Co 10 – 11 New Square, Lincoln's Inn, London, EC.2
The Headley Trust Allington House (First Floor) 150 Victoria Street London SW1E 5AE (Pre 16 <sup>th</sup> Century Churches only)	Cottam Will Trust Ancient Monuments Society St Ann's Vestry Hall No2 Church Entry London EC4V 5HB (Items for Gothic churches only)

#### 4. Useful Advice

Useful advice on fundraising and grants is available from the following website:

<http://www.churchcare.co.uk/fundraising.php>

NB Tends to be England focussed

Listed Places of Worship Grant Scheme: **With effect from April 2004, listed places of worship throughout the UK have been able to claim the full amount of VAT paid on eligible works carried out on and after 1 April 2004.**

Claims for eligible works carried out between 1 April 2001 and 31 March 2004 will continue to receive the difference between 5% and the actual amount of VAT paid.

Applications can only be made:

- For listed places of worship
- In arrears
- For work carried out after 1 April 2001

The grant scheme is administered by the Department of Culture, Media and Sport.

For full details of this scheme and an application form visit [www.lpwscheme.org.uk](http://www.lpwscheme.org.uk), phone 0845 601 5945 or write to:

Listed Places of Worship Grant Scheme  
PO Box 609  
Newport  
NP10 8QD

**Landfill Tax Credit Scheme:** The Landfill Tax Credit Scheme (LTCS) was designed to help mitigate the effects of landfill upon local communities and support moves to more sustainable waste management practices. It encourages partnerships between landfill operators, their local communities and the voluntary and public sectors. Since 1996 landfill operators have been permitted to offset up to 20% of their tax obligations as a credit which can be applied to environmental bodies and projects which can include the maintenance and repair of church buildings.

The regulatory body of the Landfill Tax Credit Scheme is Entrust from whom an information pack is available. A list of local contractors should be available from your local authority. Some local councils and dioceses have already enrolled themselves and local projects can therefore benefit from this. You should check with the relevant local authority and with your diocese. The Government has recently changed the regulations governing the (LTCS) so that more money is available for initiatives to encourage sustainable waste management. This has meant that less money is available for projects such as repairing a church building.

Entrust  
Suite 2  
5th Floor Acre House  
2 Town Square, Sale  
Cheshire M33 7WZ  
Tel: 0161 972 0044

[www.entrust.org.uk](http://www.entrust.org.uk)

**Aggregates Levy Sustainability Fund:** A similar scheme to the Landfill Tax Credit Scheme, the Aggregates Levy Sustainability Fund seeks to address quarrying's impact on the environment by funding 6 types of project in locations up to 5 miles from a quarry site:

- Environmental and Amenity projects to benefit communities affected by aggregate extraction
- Conserving and improving sites of special interest
- Education projects
- Reducing the impact of quarrying
- Promoting the use of alternative materials
- Amending or revoking old mineral permissions

Some parishes have been successful in getting grants from this fund for various purposes.

Contact:

**The Wales Sustainability Fund Unit**

Planning 4c  
Welsh Assembly Government  
Cathays Park  
Cardiff  
CF10 3NQ

<http://new.wales.gov.uk/topics/housingandcommunity/grants/voluntary/aggregates/?lang=en>