

# Central England Quakers

## Property Guidance

*A selection of guidelines, policies and procedures*

### Contents

<b>General (CEQ)</b>	<b><u>Issue/revision date</u></b>
Terms of Reference for Local Premises Ctees	Jul 2023
CEQ Annual Property Questionnaire (APQ)	Aug 2023
CEQ Lettings Policy	Nov 2018
Model Room Hire Agreement	Nov 2018
Model Fire Safety Guidance Note	Oct 2022
Criteria for Building Fund Grants & Loans	Feb 2022
Role of Property Correspondent	Jan 2023
<b>Insurance</b>	
Employers Liability Certificate	Dec 2022
“To whom it may concern” (Policy cover)	Dec 2022
Material Facts	Dec 2022
<b>External guidance</b>	
BYM Meeting House Handbook template	Current, via BYM website
Accessibility guidance - link to <a href="https://www.churchofengland.org/resources/welcoming-disabled-people">https://www.churchofengland.org/resources/welcoming-disabled-people</a>	
Fire risk assessment guidance – link to <a href="https://www.spow.co.uk/legal-regulatory/fire-safety-guidance">https://www.spow.co.uk/legal-regulatory/fire-safety-guidance</a>	
A Rocha Eco-church questionnaire – link to <a href="https://ecochurch.arocha.org.uk/wp-content/uploads/2022/09/Eco-Church-Survey-printable-copy-September-2022.pdf">https://ecochurch.arocha.org.uk/wp-content/uploads/2022/09/Eco-Church-Survey-printable-copy-September-2022.pdf</a>	

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