



Index to Legal and Operations (BUC) Guideline Leaflets

This is an Index of the leaflets created to help local Baptist Churches with legal, property issues, and charity law.

Index to Guideline Leaflets

CHARITIES

No	Title	Edition
C01	Charity Legislation and Churches	December 2019
C02	Creating a New Church or Organisation	December 2019
C03	Church Constitutions	December 2019
C04	Approved Governing Document	August 2017
C05	Using the Approved Governing Document	December 2019
C06	Churches and Charity Registration	December 2019
C07	Registering as a Charity Online	December 2019
C08	Registering as a CIO Online	December 2019
C09	Registered Charities and Public Benefit	June 2018
C10	Churches and Change of Name	June 2018
C11	Churches, Charities and Incorporation	March 2019
C12	Using the Charitable Incorporated Organisation Precedent Document	August 2017
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C15	Help I'm a Charity Trustee	May 2020
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C17	Serious Incident Reporting	March 2020
C20	Help We're a Small Church	June 2017
C21	Church Life Risk Assessment <i>(title slightly amended)</i>	June 2017
C22	Church Life Risk Assessment Template	June 2017

LEGAL

No	Title	Edition
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L04	Church Amalgamation	May 2019
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LB04	Listed Buildings Application Form	January 2019
LB05	Listed Places of Worship Grant Scheme	March 2015
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LB07	Buildings Materials and External Fittings in Listed Churches	March 2015
LB08	Furnishings in Listed Church Buildings	March 2015
LB09	Photographic Recording	March 2015
LB10	Considering Changes to Church Seating	September 2018

MONEY FOR BUILDING

No	Title	Edition
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M03	Guidance Notes for completing the M02 Loan Fund Application Form	September 2019
M04	Loan Fund Application Form for Manse Purchases	September 2019
M05	Guidance Notes for completing the M04 Loan Fund Application Form for Manse Purchases	September 2019
M06	Grants for Building Work	April 2019
M07	Short Term Loans for Churches	September 2019

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For Churches		
No	Title	Edition
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PC02	Boundaries, Fences, Hedges and Problems	August 2017
PC03	Five Year Inspection Reports – Church Buildings	June 2019
PC04	Redeveloping or Altering Church Premises	March 2017
PC05	Construction (Design and Management) Regulations 2015	June 2015
PC06	Redeveloping or Building Church Premises – Contract Procurement – The Alternatives	June 2013
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PC09	Selling Church Land or Premises	January 2019
PC10	Hiring of Church Premises	September 2017
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PM04	Letting a Manse	June 2020
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No	Title	Edition
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Association Trust Company	Contact
Baptist Union Corporation Ltd East Midland Baptist Trust Company Ltd	Baptist Union Corporation Ltd Baptist House PO Box 44 129 Broadway Didcot Oxfordshire OX11 8RT Telephone: 01235 517700
Heart of England Baptist Association	Heart of England Baptist Association BMS Birmingham 24 Weoley Park Road Selly Oak Birmingham B29 6QX Telephone: 0121 472 4986
London Baptist Property Board	London Baptist Association Unit C2 15 Dock Street London E1 8JN Telephone: 020 7692 5592
Yorkshire Baptist Association	17-19 York Place Leeds LS1 2EZ Telephone: 0113 278 4954
West of England Baptist Trust Company Ltd	West of England Baptist Trust Company Ltd Little Stoke Baptist Church Kingsway Little Stoke Bristol BS34 6JW Telephone: 0117 965 8828

This is one of a series of *Guidelines* that are offered as a resource for Baptist ministers and churches. They have been prepared by the Legal and Operations Team and are, of necessity, intended only to give very general advice in relation to the topics covered. These guidelines should not be relied upon as a substitute for obtaining specific and more detailed advice in relation to a particular matter.

The staff in the Legal and Operations Team at Baptist House (or your regional Trust Company) will be very pleased to answer your queries and help in any way possible. It helps us to respond as efficiently as possible to the many churches in trust with us if you write to us and set out your enquiry as simply as possible.

The Legal and Operations Team also support churches that are in trust with the East Midland Baptist Trust Company Limited.

If your holding trustees are one of the other Baptist Trust Corporations you must contact your own Trust Corporation for further advice. A list of contact details is provided above. If you have private trustees they too should be consulted as appropriate.

Contact Address and Registered Office:

Support Services Team, Baptist Union of Great Britain, Baptist House, PO Box 44,
 129 Broadway, Didcot OX11 8RT
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 Website: www.baptist.org.uk Registered CIO Charity Number: 1181392

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