

It is some years now since the DPS Handbook was last updated and issued. Much has changed since then, including the re-structuring of the Connexion and the rationalisation of the offices and various functions assigned to Connexional officers.

Since the last issue, considerable advances have been made with electronic media and much of the information previously only available in 'paper' format is now readily available online via the various links, principally to the main Methodist Church website www.methodist.org.uk.

Property (after people) remains a valuable asset to the Church and Managing Trustees have a responsibility and duty of care to look after it, to maintain it, and to alter and adapt it from time to time, so that it remains in good condition and appropriate for the requirements of the Church and the community.

The property handbook has been produced for use by the district and circuit officers. It is intended that it will be used as a reference document to assist with day to day operational matters in relation to Model Trust property.

It is to be read in conjunction with the current edition of The Constitutional Practice & Discipline of the Methodist Church (CPD). If there is any conflict, ambiguity, or discrepancy between the two documents, CPD must be followed.

This publication is specifically aimed at Connexional committees responsible for property and of district and circuit officers who act on behalf of Synod and who give agreement to the substance of property schemes (refer to Standing order 930 (3)). It does not remove the responsibility of the users to ensure that any legislation, good practice and technical data referred to herein remain current.

The responsibility for keeping this handbook maintained is the Facilities and Property Coordinator (Richard Farmery at Sept. 2016). Contact may be made on fpc@methodistchurch.org.uk. Any suggestions for amendments or additions should be made on that address. The first electronic version was issued in October 2014.

It is not intended that a hard copy will be issued again, but that the webpages will be maintained, and, together with a list of amendments will be available for downloading and, if required, local printing. Bear in mind that if a copy is printed it may go out of date and regular checks should be made to ensure it is up to date.

The property publication 'Property Matters' will contain a list of those sections which have been updated since the previous edition of that publication.