# Diocese of Lancaster

Request for Diocesan Trustee consideration for Parish to acquire land or property for the pastoral needs of the parish or to dispose of property surplus to requirements or other parish assets (fixtures, fittings, equipment etc) the value or proceeds of which are more than £5,000 in total or for a single item. Also to apply for permission to grant leases of any land or other property to third parties or to grant way leaves or easements giving rights of access over land in ownership of the Trustees.

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| **Parish:** |

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| Brief details of the proposal, listing all items to be sold/disposed:  Cost to parish £………………….. or expected proceeds of sale if known £………………. |

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**Name of any estate agent/surveyor/valuer to be appointed**

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| **Reasons why the proposal is necessary or justified and indicating any changes which may be needed in parish property which may flow from or be required as a result of this proposal.** |

**Signed**  **(Parish Priest) Date:**

**Note 1** All property transactions or disposal of other assets with value or proceeds in excess of £5,000 require the approval of the Diocesan Trustees.

**Note 2** An estate agent or surveyor may be consulted but should not be engaged until the Diocesan Trustees have given approval in principle to the proposal.

**Note 3** Ordinarily, the Diocesan Solicitor should be used for all disposals, acquisitions and leases, with the parish paying all legal fees.