

REGULATION FOR THE TENANCY OF RECTORIES

- 1) Prior to a clergyman taking possession of a rectory there shall be an inspection carried out jointly by the clergyman and the church wardens or their respective agents who shall then complete and sign the form provided in Schedule A hereto.
- 2) Diocesan Council shall have a discretion to impose a security bond of such amount as is fixed by Diocesan Council from time to time to be paid by the clergyman prior to taking up occupancy. The security bond shall be paid to the Registrar and held in trust by the Registrar until the clergyman vacates the rectory.
- 3) Subject to Clause 11 hereof the clergyman and his family shall be entitled to quiet enjoyment of the rectory without interruption by the parish.
- 4) Parish Council shall ensure that the rectory is provided with locks and other devices necessary to ensure that the rectory is reasonably secure and shall ensure that these locks and devices are maintained.
- 5) Parish Council shall ensure that the rectory is in a reasonable state of cleanliness and repair when the clergyman take possession and shall ensure that the rectory is kept in a reasonable state of repair having regard to its age, character and prospective life.
- 6) The clergyman shall keep the rectory and ancillary property in a reasonable state of cleanliness and shall notify Parish Council of any damage to or repairs required to the rectory or ancillary property.
- 7) The clergyman must not intentionally or negligently cause or permit to be caused damage to the rectory or ancillary property.
- 8) The clergyman must not without the written consent of Parish Council make any alteration or addition to the rectory.
- 9) The clergyman must not
 - a) use the rectory or permit it to be used for an illegal purpose or
 - b) cause or permit a nuisance at the rectory or
 - c) cause or permit interference with the reasonable peace and comfort or privacy of anyone who resides in the vicinity of the rectory.
- 10) Without lawful excuse Parish Council cannot enter the rectory without the prior consent of the clergyman except in an emergency.
- 11) There shall be an annual inspection of the rectory undertaken by the church wardens or their agents in September of each year.

- a) The church wardens shall give not less than 14 days notice to the clergyman of such inspection.
 - b) The church wardens shall provide a written report of each annual inspection to Parish Council and the Archdeacon for the district and the report shall be tabled at the Annual Vestry Meeting of the parish.
- 12) Upon the clergyman completing his term of office in the parish he shall vacate the rectory forthwith or upon such other date as shall be agreed with Parish Council.
 - 13) Upon the clergyman vacating the rectory there shall be a final inspection carried out jointly by the church wardens and the clergyman or their respective agents.
 - 14) Upon completion of a satisfactory final inspection of the rectory any security bond paid by the clergyman will be returned to him. In the event that the final inspection is unsatisfactory an appropriate proportion of the security bond will be retained by the Registrar to cover the cost of returning the rectory to a satisfactory condition.

Living Room	Condition/Comments
Walls	
Door	
Power Points/Switches	
Ceiling	
Light Fittings	
Heating/Cooling	
Floor Covering	
Blinds/Curtains	
Windows/Screens	
Other	
Dining Room	
Walls	
Door	
Ceiling	
Floor Coverings	
Windows/Screens	
Blinds/Curtains	
Light Fitting	
Power Points/Switches	
Other	
Family Room	
Walls	
Door	
Ceiling	
Floor Coverings	
Windows/Screens	
Blinds/Curtains	
Light Fittings	
Power Points/Switches	
Other	

Kitchen	Condition/Comments
Stove Top	
Oven	
Griller	
Power Points/Switches	
Sink/Disposal Unit	
Cupboards/Drawers	
Bench Tops	
Exhaust Fan	
Floor	
Blinds/Curtains	
Walls	
Doors	
Ceiling	
Light Fitting	
Window/Screen	
Other	
Main Bedroom	
Walls	
Ceiling	
Door	
Light Fitting	
Window/Screen	
Floor covering	
Blinds/Curtains	
Power Points/Switches	
Built-Ins	
En suite	
Shower/Screen	
Basin	
Mirror	
Wall Ceiling Door	
Light Fitting	
Window/Screen	
Tiles	
Toilet	
Power Points/Switches	
Floor	

Bedroom 2	Condition/Comments
Wall	
Ceiling	
Door	
Light Fitting	
Floor Covering	
Blinds/Curtains	
Window/Screen	
Built-Ins	
Power Points/Switches	
Bedroom 3	
Wall	
Ceiling	
Door	
Light Fitting	
Floor Covering	
Blinds/Curtains	
Window/Screen	
Built-Ins	
Power Points/Switches	
Bedroom 4	
Wall	
Ceiling	
Door	
Light Fitting	
Floor Covering	
Blinds/Curtains	
Window/Screen	
Built-Ins	
Power Points/Switches	

Toilet	Condition/Comments
Toilet	
Floor	
Walls	
Door	
Ceiling	
Light Fitting	
Other	
Main Bathroom	
Bath	
Basin	
Shower/Screen	
Cabinet/Mirror	
Tiling	
Floor	
Walls	
Door	
Ceiling	
Light Fitting	
Power Points/Switches	
Other	
Laundry	
Trough	
Floor	
Walls	
Doors	
Ceiling	
Light Fitting	
Window/Screen	
Cupboards	
Power Points/Switches	
Other	
Outside	
Lawns	
Drains/Pipes	
Garden	
Other	

PLEASE SIGN AND DATE

PRIEST OR TENANT

DATE

WARDENS/AGENT

DATE