



Alterations during a Vacancy

The process of considering proposed alterations to a church during a vacancy.

1. The building needs to be seen as essential by the Presbytery and this must be stated on any application.
2. The building needs to be made wind and water tight and the General Trustees satisfied that all necessary repairs have been undertaken satisfactorily, and that funding is available for the repairs as a first priority.
3. Alteration to the interior may be considered as long as it does not prompt or force a certain style of worship on the congregation which is not traditional or current in the life and witness of the congregation.
4. While audio visual systems may be considered, they must fit with the general ethos and aesthetic of the building and must not be inserted without permission of CARTA.
5. Any radical rebuilding and reordering plan may not be approved, but will wait until the minister is in place after induction and discussion with the minister and congregation takes place with the Committee.
6. Maintenance issues like lighting and colour schemes may be proceeded with, under the normal protocols of the Committee being consulted.
7. Alterations to provide wheel chair access, toilet facilities or appropriate accommodation may be approved.
8. All requests regarding the disposal of sacramental vessels will be considered after the induction of a new minister.
9. All conversation with a congregation during the vacancy will be recorded in a report and this will be the basis of future discussion once the vacancy is filled. There will be NO decision made and the presbytery will be kept fully informed of the progress of the discussions to alert them to the ideas and possible avenues that may be explored when the minister is inducted.
10. In exceptional circumstances, the committee may consider a major alteration or disposal of items when this request is supported by evidence from both the congregation and the Presbytery.
11. At all times, over all matters, the General Trustees and the Presbytery will be included in copies of all correspondence with the congregation.

The Committee on Church Art and Architecture has its office within the Church Offices in Edinburgh. The address and telephone number are: The Church of Scotland, 121 George Street, Edinburgh, EH2 4YN, tel 0131 225 5722, email: carta@cofscotland.org.uk.