# Guildford DBF - RESPONSIBILITY FOR MEETING COSTS - Nov 22

| | Incumbent/PIC and House for Duty | Vacancy in Parsonage housing (Interregnum) | Suffragan Bishop & Archdeacons | DBF housing occupied by other Diocesan Post Holders* | DBF housing during vacancy | All Commercially Let properties | Retired Clergy | Title Curate | Assistant or Honorary Curate, Associate Minister* |
|---|---|---|---|---|---|---|---|---|---|
| **Housing / Rent** | Diocese | N/A | Diocese | Diocese | N/A | Tenant | Tenant | Parish | Parish |
| **Council Tax** | Diocese | Exempt (Category H) | Diocese | Diocese | Exempt (Category H) | Tenant | Tenant | **Parish (but currently paid by DBF)** | Parish |
| **Water** | Occupant/Parish as per local agreement | Parish | Diocese | Diocese # | Diocese | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Electricity, Gas & Oil** | Occupant/Parish as per local agreement | Parish | Occupant | Occupant # | Diocese | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Work-related telephony inc Broadband** | Occupant/Parish as per local agreement | Parish | Diocese | Diocese # | Diocese | N/A | N/A | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Personal/private telephony inc Broadband** | Occupant | N/A | Occupant | Occupant | N/A | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Cooker (not Aga/range)** | Diocese | N/A | Diocese | Diocese | N/A | Diocese | Tenant | Parish | Parish |
| **Essential White Goods (washing machine, fridge, freezer)** | Occupant | N/A | Diocese | Diocese | N/A | Diocese | Tenant | Parish | Parish |
| **Other White Goods (tumble dryer, dishwasher, microwave)** | Occupant | N/A | Occupant | Occupant | N/A | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Security alarm & CCTV & external lighting (installation)** | Diocese (where deemed necessary) | Diocese (where deemed necessary) | Diocese (where deemed necessary) | Diocese (where deemed necessary) | Diocese (where deemed necessary) | SEE LETTING AGREEMENT | Diocese (where deemed necessary) | Parish | Parish |
| **Security alarm & CCTV & external lighting (management & maintenance)** | Parish | Parish | Diocese | Occupant # | Diocese | SEE LETTING AGREEMENT | Tenant | Parish | Parish |
| **TV Aerials, satellite dish or equivalent** | Occupant | N/A | Occupant | Occupant | N/A | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Hedges & garden maintenance** | Occupant | Parish | Occupant | Occupant | Diocese | Tenant | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Fences** | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Diocese (dependent upon boundary responsibility) | Owner/landlord of property | Owner/landlord of property |
| **Trees** | Diocese | Diocese | Diocese | Diocese | Diocese | Diocese | Diocese | Owner/landlord of property | Owner/landlord of property |
| **External decorations, external doors, windows, etc.** | Diocese | Diocese | Diocese | Diocese | Diocese | Diocese | Diocese | Owner/landlord of property | Owner/landlord of property |
| **Internal decorations & flooring to workspace (study)** | Diocese | Diocese | Diocese | Diocese | Diocese | Diocese | N/A | Parish | Parish |
| **Internal decorations (rest of house)** | Occupant | Parish | Diocese | Occupant | N/A | Diocese | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Carpets/flooring (rest of house)** | Occupant | N/A | Occupant | Occupant | N/A | Diocese | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Curtains/blinds** | Occupant | N/A | Occupant | Occupant | N/A | Diocese | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Pest control** | Occupant | Parish | Occupant | Occupant | Diocese | SEE LETTING AGREEMENT | Tenant | Curate/Parish as per local agreement | Curate/Parish as per local agreement |
| **Removals costs into Guildford Diocese** | Diocese | N/A | Diocese | Diocese | N/A | N/A | N/A | **Parish (but currently paid by DBF)** | Parish |
| **Re-settlement grant can be used for:** | carpets, curtains, purchase of items that were permanently installed in previous parsonage & left behind (e.g. fitted wardrobes) | N/A | carpets, curtains, purchase of items that were permanently installed in previous parsonage & left behind (e.g. fitted wardrobes) | N/A # | N/A | N/A | N/A | carpets, curtains, purchase of items that were permanently installed in previous parsonage & left behind (e.g. fitted wardrobes) | If parish agree to pay re-settlement grant: carpets, curtains, fitted items. |
| | | | | * DDO, Bishop's Chaplain, Royal Holloway Chaplain, Surrey University Chaplain | | | | | * Deed of Agreement needed to enable re-charge of costs |
| | | | | # or as per bespoke agreement for this post | | | | | |
| **Building insurance** | | | | | | | | | |
| **Contents insurance** | | | | | | | | | |