

**Schedule 14a Flow
Chart**

Does the *other* Christian church or congregation (Group) want to use the property for worship?

Does the proposed use constitute a service and/or meeting for public religious worship and if so, is such public religious worship Christian? The Managing Trustees may need to make specific enquiries so that they are clear as to what is envisaged and can consider the request. Managing Trustees who are unsure as to whether the proposed activity is “worship” can speak to the Secretary of the Faith and Order Committee for guidance.

YES

Does the Group want to use the property on a one-off occasion or on the basis of a “licence”, that is on a regular but “part time basis” without any exclusive possession?

Worship can only take place under Model Trust 14(2A) where that permission to use the property is “revocable”. Use cannot take place therefore under a lease. The Managing Trustees may find it helpful to use the **Licence Flow Chart** and **Licence Guidance 1 – When to Use the Standard Licence**, to check that the arrangement is a true licence and not a lease. If the Managing Trustees are unsure it is strongly recommended that they seek independent legal advice. Use for worship under lease would be a breach of the Model Trust and is not permitted.

NO

Schedule 14a Consent would not be required. Please refer to the **Licence Flow Chart** for guidance on how to document use by the Group. The **Template Booking Form** or **Standard Licence** may be appropriate. Managing Trustees should note that non-Christian worship is not permitted on Methodist property under the Model Trusts. [Licence FAQs](#) questions 8 and 9 provide guidance on handling such enquiries.

NO

The Group cannot use the property for worship. Please advise them accordingly.

YES

Does the Church Council (or Circuit Meeting if this is the local body of Managing Trustees) agree that use for the proposed form of worship by this Group would be acceptable in principle?

YES

The Schedule 14a Process Chart can be used to guide Managing Trustees through the process of applying for Schedule 14a Consent now that the Managing Trustees have established that the initial requirements have been met.

YES

Does the Superintendent consider that the Group’s statement of beliefs is acceptable and give permission to progress the request under Standing Orders 920(1), (2) and (3)?

Managing Trustees should provide the Superintendent with a copy of the statement of beliefs and the draft Schedule 14a.