



## Building Survey Question Notes

### How To Complete The Building Survey

To aid parishes and deaneries in reviewing their building use we have created three survey types, to try and capture all the types of buildings a PCC might have.

***You only need to complete the surveys relevant to the buildings your PCC owns or manages.***

The three surveys can be found here:

- **Church buildings:** [Use of church buildings survey – Fill out form](#)
  - All PCC's should complete this survey. Please complete one form per church building (i.e. if the PCC manages 3 church buildings please complete 3 entries of this form.)
  
- **Church halls:** [Use of church halls survey – Fill out form](#)
  - Only complete this form if your PCC owns/manages a church hall. This should be completed in addition to the Church Building form. If your church hall is attached to the church building please complete this form in relation to the hall only.
  
- **Other buildings:** [Other buildings survey – Fill out form](#)
  - Only complete this form if your PCC owns/manages buildings as well as a Church Building and/or a Church Hall. This may include: offices, shops, houses, car parks, etc. This should be completed in addition to either/both of the above form.

Please complete one entry of each form for each of the building types your PCC manages. For example if your PCC managed 2 church buildings and 2 church halls, please complete the church building form twice for each of your church buildings and the church hall form twice for each of your church halls.

## Mapping Building Use

As part of this process you may find it helpful to map out a simple building use review for each of your buildings. This is not required to complete the surveys, but it may help PCC's to understand the current use of their buildings, identify gaps and understand how it impacts your income.

A template to help with this can be found here: <https://winchester.anglican.org/wp-content/uploads/2026/03/Building-Review-Example-Doc.xlsx>

***Please note: PCC's are not required to complete the above table in order to complete the building survey.***

## Question Notes

### Parish Number

Your Parish Number is a unique identifier assigned to each parish by the national church. We have included this at the top of your building survey email. If you need help finding your number, please contact [parish.support@winchesterdiocese.org](mailto:parish.support@winchesterdiocese.org).

### Financial Contribution

This question is to help the PCC understand the net benefit or loss of letting out your building. It will also help the Parish Support Team understand the broader impact of letting buildings and identify areas for future support.

This does not need to be exact and can be rough estimate. If the PCC would like to take this opportunity to review building use more fully please see the 'Building Review Table' document here: . This may help, but is not a requirement for PCC's completing this survey.

***Please note: The PCC's answer to this question will have no impact on their CMF request or calculation. We are requesting this to identify opportunities for support only.***

### Car Parking

If you have one car park for multiple buildings (e.g. one car park for both a church building and church hall) please include the same number of spaces in both surveys.

We are asking for this information to help support parishes with income generation through schemes like Just Park.

### Tourism

Many of our buildings have been part of our wider cultural and political heritage. Often these buildings receive regular tourist visitors. These visitors offer an opportunity for ministry and for donations to the work of the parish. We're working to support parishes engage with tourists more fully. To help with this we're looking to gather more information on visitor numbers across our churches.

For this survey, visitors are defined as anyone visiting outside of services, private worship, and organised events.

This does not need to be an exact number and can be a rough estimate.

### **Boilers**

In July 2022 the national faculty rules changed, requiring all parishes to explore other options when replacing their boiler. Our Church Buildings and Creation Care team are working to support parishes to create a plan in case of a heating failure. This includes considering alternative options and exploring grant funding.

To help with this we're ask the age of your boiler. This does not need to be exact and can be an estimate.

If you have any questions about this survey, please email [parish.support@winchesterdiocese.org](mailto:parish.support@winchesterdiocese.org)