

Church Visits – quick wins for PCCs and Churchwardens.

Most items referred to below can also be found at: [Further PCC Support Resources - Diocese of Ely](#)

Suggested actions:

1. Complete a Fire Audit/Risk assessment – available here: [Church fire risk assessment | Risk management | Ecclesiastical Insurance](#)
2. Complete a Health & Safety Risk Assessment – available here: [Church Health & Safety Policy | Risk Management](#)
3. Complete a Tree Survey – advice here: [Tree Management | Risk Management](#)
4. If you need to undertake work to trees – see here: [Care of Church Buildings and Churchyards](#)
5. Adopt a PCC complaints policy – see here: [Relating Well Together - Diocese of Ely](#)
6. Adopt a Bullying and Harassment Policy – see here: [Relating Well Together - Diocese of Ely](#)
7. Check hire agreements with user groups – see here: [15695881581990170228.docx](#)
8. Review organist and cleaner contracts – see here: [Employment Contract for Church Organist | The Guild of Church Musicians](#)
9. Write down financial controls – see here: [Further PCC Support Resources - Diocese of Ely](#)
10. Review GDPR arrangements – see here: [Further PCC Support Resources - Diocese of Ely](#)
11. Send someone to First Aid and Food Handling Courses – see here for free places: [Local and regional workshops and training organised by Support Cambridgeshire](#)
12. Clear gutters etc. – see here for Church Buildings Team support: [Care of Church Buildings and Churchyards](#)
13. Undertake accessibility audit – see here for an organisation that will do it for you: [Home | AccessAble](#)
14. Eco-church – see here: [Eco Church - An A Rocha UK Project](#)

Need further advice: Richard Harlow – archdeacon.handw@elydiocese.org

Alex Hughes – archdeacon.cambs@elydiocese.org