

Lichfield Diocesan Advisory Committee

MINUTES

*A meeting of the Lichfield DAC was held hybridly (in person and by online conferencing)
in the Reeve Room at St Mary's House, Cathedral Close, Lichfield
on Wednesday 5th April 2023 at 2.00 pm*

1. Introduction

- 1.1 The opening prayer was said by the Ven Julian Francis.
- 1.2 Present: The Revd Preb Pat Hawkins (DAC Chair), the Ven Dr Megan Smith (DAC Vice Chair), the Ven Julian Francis, the Ven Dr Sue Weller, the Revd Preb Terry Bloor, Andy Foster, Chris Gill, the Revd Neil Hibbins, Edward Higgins, the Revd Andrew Lythall, Bryan Martin, Adrian Mathias, Candida Pino, Brough Skingley, Mark Stewart, Julie Taylor, Andy Wigley, Peter Woollam.
In attendance: Giles Standing (DAC Secretary), Helen Cook (Assistant DAC Secretary), Pauline Hollington (Diocesan Registry Assistant).
- 1.3 Apologies for absence: the Ven Paul Thomas, the Revd Jo Farnworth, the Revd Geoffrey Eze, Nigel de Gaunt-Allcoat, the Revd Zoe Heming, the Revd Dr David Isiorho, Steven Matthews.
- 1.4 Declarations of interest: Adrian Mathias, items 5.1.1, 5.1.2, 5.3.1; Candida Pino, item 5.2.1.
- 1.5 The minutes of the previous meeting were accepted without amendment.

2. Matters arising

2.1 Minor revision of Lichfield DAC Delegated Authority Policy (para 7)

The DAC Chair proposed that the existing Lichfield DAC Delegated Authority Policy (Amended May 2022), paragraph 7, is expanded such that the giving of formal DAC advice following external consultation, in the case of more significant faculties (i.e. those that do affect character), where no formal objections have been raised by external consultees and where no 'material changes' have been made to the proposal (rules 4.7–4.8 of the 2022 Rules), could be given through [delegated authority](#) (as the application and resultant formal DAC advice will not have changed since the informal DAC advice stage).

The DAC Chair confirmed that the use of delegated authority has the potential to make a significant contribution to the work of the DAC, enabling more effective use of DAC time and a swifter response to parishes (subject to capacity). However, it was also highlighted that casework processed under delegated authority, whilst often more expedient for applicants and parishes, requires DAC officers and DAC consultees, specifically DAC architect members, to process a volume of casework between DAC meetings. This should be borne in mind in relation to the capacity of the DAC officers and members, in addition to the work of the Committee through the regular [DAC meeting](#) schedule.

Separately, the DAC Lighting and Electrical Adviser raised a concern that where a DAC member or adviser is consulted on a full faculty arising from an interim faculty issued by the Diocesan Chancellor for emergency works, the member or adviser might seek to give formal advice under the delegated authority faculty procedure which does not recommend the proposal previously granted under the interim permission (where DAC consultation may not have occurred). The DAC Chair confirmed that a DAC member or adviser consulted

on a delegated authority faculty case, including a full faculty following an interim faculty already granted, is able to refer the application to the full Committee, where the member or adviser considers that such a wider view is required or beneficial.

Decision: The updated revised [Lichfield DAC Delegated Authority Policy](#) (v.6 April 2023) was approved by the DAC

Action: The DAC Secretary to publish the revised policy on the public-facing web page detailing the [delegated authority](#) procedure on the diocesan website

3. New matters

3.1 Development of Lichfield DAC volunteer handbook for members and advisers

The Assistant DAC Secretary informed the Committee that a volunteer handbook for Lichfield DAC members and advisers was in development, which would include information on a range of HR and procedural matters including diocesan insurance, travel expense claims, lone working policy, and contact details. The intention is to have all such information in one place, accessible to new members and advisers, as well as those who are already in post, as an agreed point of reference.

Action: The Assistant DAC Secretary to distribute the Lichfield DAC volunteer handbook to all members and advisers upon completion

4. Site visits and reports

4.1 Adviser site visit reports for approval

The following reports relate to prospective or submitted proposals which accord with the agreed criteria for a 'major' faculty case, which must be considered by the full DAC and to which the [delegated authority](#) faculty procedure is not applicable

None this meeting

4.2 Adviser site visit reports to note

The following reports relate to prospective or submitted proposals which can be or have been processed under [List B](#) (Archdeacon's permission) or the [delegated authority](#) faculty procedure, which are not required to be considered by the full DAC

4.2.1 Ryton, St Andrew (clock), 13th February 2023 (Jonathan Ansell)

4.2.2 Rolleston, St Mary (trees), 2nd March 2023 (Andy Smith)

4.2.3 Weston Rhyn, St John (trees), 14th March 2023 (Andy Smith)

Decision: The reports were noted

Action: None

4.3 DAC site visit reports for approval

4.3.1 Pattingham, St Chad (Grade II*) [quin. inspector: Simon Smith]

Reordering and internal alternations to nave north aisle (OFS [2022-076400](#)), 23rd March 2023 (Giles Standing)

Decision: The report was approved without amendment

Action: The DAC Secretary to issue the report to the parish

4.4 Forthcoming DAC site visits

- 4.4.1 Burton-on-Trent, St Modwen (Grade I) [quin. inspector: Adrian Mathias]
Internal reordering of both East and West ends (OFS [2021-065626](#)) (item 5.1.1 below)
Date and time: To be confirmed
- 4.4.2 Trent Vale, St John the Evangelist (Grade II) [quin. inspector: Geoff Hillman]
Internal restoration and reordering following extensive fire damage at the church (in April 2022) (OFS [2023-083568](#)) (item 5.1.2 below)
Date and time: To be confirmed (subject to post-fire health and safety requirements)
- 4.4.3 Cheswardine, St Swithun (Grade II*) [quin. inspector: Candida Pino]
Provision of external access ramp system (OFS [2023-083734](#)) (item 5.2.1 below)
Date and time: To be confirmed

Action: The Assistant DAC Secretary to liaise with the DAC attendees and PCC representatives on the dates and times of the DAC site visits

5. Casework for consideration

The following applications relate to submitted proposals which accord with the agreed criteria for a 'major' faculty case, which must be considered by the full DAC and to which the [delegated authority](#) faculty procedure is not applicable

5.1 Reorderings and new facilities in relation to a listed or unlisted church building

a) Informal advice (before external formal consultation, if applicable)

Grade I

5.1.1

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|----------------------|--|------------------|--|
| OFS Application Ref: | 2021-065626 | Case Status: | Pre-formal consultation review |
| Church Code: | 620435 | Church Name: | Burton-on-Trent: St Modwen |
| Archdeaconry: | Stoke-upon-Trent | Parish: | St Modwen Burton-on-Trent |
| Applicant Name: | Geoffrey Brown | Quin. Inspector: | Adrian Mathias |
| Listing: | Grade I | Date of Last QI: | 27-Nov-2018 |
| Proposal: | Internal reordering of both East and West ends | | |
| No. of Times to DAC: | Second | Cost Est: | £250,000 [original scheme] |
| Legislation Applies: | Faculty Jurisdiction (Amendment) Rules 2019 | | |

The Committee last considered the proposal as a DAC site visit report approved at 23rd February 2022 DAC meeting. The DAC previously considered the proposal as an application for informal advice at 27th October 2021 DAC meeting, when the Committee offered advice on the development of the scheme.

At the present meeting, Adrian Mathias, quinquennial inspector (QI architect), introduced the revised proposal, by invitation of the DAC Chair. Following Adrian Mathias' departure from this meeting item, the DAC carefully considered the revised proposal and the supporting documents, including the Statements of Significance and Needs, and the Supporting Statement (ref. 36-307, dated March 2023) by the QI architect, which responds to the queries and comments raised in the DAC site visit report.

It was noted that this document had been helpfully structured to reflect the discussion as laid out in the corresponding numbered sections in the DAC report. The members acknowledged that the PCC had modified some of its aspirations, such as the proposed toilet facility in the nave south aisle, now replaced with low-level storage instead, in response to the DAC advice received.

The Archdeacon of Stoke-upon-Trent reaffirmed that the parish had discerned its missional priorities, being to better engage with those who are not attracted to its current style of worship, and younger generations who need new ways of connecting with church. St Modwen's sits at the heart of Burton-on-Trent town centre, and the parish seeks to serve the town centre.

The Committee continued to support the principle of the proposal for a reordering within the church, and to recognise the pastoral and missional case for this. However, the DAC was divided in its support for key components of the proposal, including specifically the principle of the proposal of the west end scheme, notably the glazed screen and doors, now further developed by the QI architect in drawn form (drawing no. 36-307-13, dated February 2023), proposed to span and enclose a welcome area and facilities under the west gallery at the rear of the nave.

It was considered that the impact of the proposed works on the fabric of the listed church building had not yet been fully identified and justified, including the eighteenth-century fittings under the west gallery, notably the original churchwardens' pew, which the DAC member nominated by the National Amenity Societies affirmed is a precious and rare survival. The DAC encouraged the parish to continue to develop its Statements of Significance and Needs, and recommended that the parish should consult the Church of England [guidance on Statements](#).

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2019 is applicable. As such, the Committee suggested that a second DAC site visit should be undertaken, to meet with parish representatives and the quinquennial inspector (QI architect) at the church, and that representatives of Historic England and the National Amenity Societies (the Georgian Group and, for the later changes, the Victorian Society) should be invited.

It was proposed that such a joint visit would facilitate a collaborative discussion between the PCC and all of the interested parties, in order to best discern opportunities to mitigate harm to the significance of the Grade I listed building and to identify where mutual compromises may exist.

As part of this process, it was also recommended that the parish should initiate seeking written pre-application (informal) advice from Historic England, to be advised by the DAC Secretary upon request. The revised scheme, when further developed following the DAC site visit, should then be resubmitted for additional informal DAC advice.

Action: The DAC Secretary to inform the applicant; the Assistant DAC Secretary to co-ordinate a DAC site visit

Grade II

5.1.2

| | | | |
|----------------------|-----------------------------|--------------|--|
| OFS Application Ref: | 2023-083568 | Case Status: | Pre-formal consultation review |
| Church Code: | 620409 | Church Name: | Trent Vale: St John the Evangelist |
| Archdeaconry: | Stoke-upon-Trent | Parish: | Trent Vale |

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|----------------------|---|------------------|---------------|
| Applicant Name: | Eileen Bithell | Quin. Inspector: | Geoff Hillman |
| Listing: | Grade II | Date of Last QI: | 07-Nov-2012 |
| Proposal: | Internal restoration and reordering following extensive fire damage at the church (in April 2022) | | |
| No. of Times to DAC: | First | Cost Est: | £1,800,000 |
| Legislation Applies: | Faculty Jurisdiction (Amendment) Rules 2022 | | |

The proposal was introduced at the meeting by Mat Gadsby, project manager, Geoff Hillman, quinquennial inspector (QI architect) and Richard Evans, co-architect, by invitation of the DAC Chair. Following the presenters' departure from this meeting item, the DAC carefully considered the proposal and the supporting documents, including the Statements of Significance and Needs.

The Committee supported the principle of the proposal, but considered that the impact of the proposed works on the fabric of the listed church building had not yet been fully identified and justified. The DAC encouraged the parish to develop its Statements of Significance and Needs, and recommended that the parish should consult the Church of England [guidance on Statements](#).

In relation to the development of the scheme, the DAC offered the following advice:

1. The Archdeacon of Stoke-upon-Trent highlighted that the church community is highly engaged with its local community, and is growing as a worshipping congregation. The parish is seeking to create a space that enhances both aspects of their church life.
2. It was noted that the fire at the church occurred a year ago, in April 2022, and that the parish is seeking to move forward expediently. The church building is currently closed to public access.
3. The Committee noted that the redevelopment of the church interior is at an early stage. The building is heavily fire damaged, and this is an opportunity to reimagine the use of the space for worship.
4. Generally the scope of the works can be supported in principle, but much additional detail is required.
5. The parish is advised to consider the holistic, rather than segmented, view of the interior from various areas within, and in relation to the architecture of the building – a clear language needs to be incorporated across the new installations.
6. There is an opportunity to be more modern in the installations, to reflect the rebirth of the church after the fire, whilst reflecting the heritage of the building.
7. The Committee did not consider that this is manifest in the various sketches of individual component parts. There is a lot of more traditional timber balustrade/railings and panelling shown on the hand sketches. The computer images show much less detail and do not match, but suggest a much cleaner insertion of the dais.
8. It is noted that the organ is not used or proposed to be used. The Committee defers to the view of the DAC Organ Adviser (in absentia) on the proposal to remove, rather than repair, the organ, which advice can be sought through the DAC Secretary upon request.
9. Early consideration is also required regarding any adaptation or replacement of heating, lighting and audio-visual systems, in relation to the layout of the overall scheme.
10. The existing plan needs to be updated to show the pew arrangement and other furnishings to be removed, repaired or replaced (including the reredos).
11. At present the proposed appearance of the church when reordered cannot be fully appreciated. The quality (or otherwise) of the existing pews needs to be shown and weighed up against any replacement chairs proposed.

12. This should be carefully considered against the criteria of the Church Buildings Council's (CBC) guidance note on [church seating](#), which recommends non-upholstered, wooden chairs of the highest quality within a listed church interior.
13. The DAC member nominated by the National Amenity Societies recommended that the significant east window stained glass, lost in the fire (apart from one fragment, to be retained), should be replaced with a newly-commissioned stained glass window of similarly national quality, perhaps by way of a limited competition by invitation.
14. It was suggested that the parish should seek the early view of the CBC on any proposed concepts or designs, as a statutory consultee on the [introduction of new art in churches](#), which advice can be sought through the DAC Secretary upon request.
15. Lastly, the Committee suggested that the parish might visit two churches restored and reordered after major fires, namely [Erdington, St Barnabas](#) (Birmingham Diocese) and [Radford Semele, St Nicholas](#) (Coventry Diocese), to see examples of completed schemes.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is applicable. The Committee suggested that a DAC site visit should be undertaken (subject to post-fire health and safety requirements), to meet with parish representatives, and the quinquennial inspector (QI architect) and project manager, at the church. The revised scheme, when further developed following the DAC site visit, should then be resubmitted for additional informal DAC advice.

Action: The DAC Secretary to inform the applicant; the Assistant DAC Secretary to co-ordinate a DAC site visit (subject to post-fire health and safety requirements)

b) Formal advice (*after external formal consultation, if applicable*)

None this meeting

5.2 Extensive alterations (structural or liturgical) which affect the character of a listed church building

a) Informal advice (*before external formal consultation, if applicable*)

Grade II*

5.2.1

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|----------------------|---|------------------|---|
| OFS Application Ref: | 2023-083734 | Case Status: | Pre-formal consultation review |
| Church Code: | 620498 | Church Name: | Cheswardine: St Swithun |
| Archdeaconry: | Salop | Parish: | Cheswardine |
| Applicant Name: | Patricia Ullmer | Quin. Inspector: | Candida Pino |
| Listing: | Grade II* | Date of Last QI: | 17-Feb-2022 |
| Proposal: | Provision of external access ramp system | | |
| No. of Times to DAC: | First | Cost Est: | Not stated |
| Legislation Applies: | Faculty Jurisdiction (Amendment) Rules 2022 | | |

The proposal was introduced at the meeting by Candida Pino, quinquennial inspector (QI architect), by invitation of the DAC Chair. Following Candida Pino's departure from this meeting item, the

DAC carefully considered the proposal and the supporting documents, including the Statements of Significance and Needs.

The Committee supported the principle of the proposal, but considered that the impact of the proposed works on the setting of the listed church building had not yet been fully identified and justified. The DAC encouraged the parish to develop its Statements of Significance and Needs, and recommended that the parish should consult the Church of England [guidance on Statements](#).

In relation to the development of the scheme, the DAC offered the following advice:

1. The Archdeacon of Salop (in absentia) highlighted that the steep steps leading up to the church entrance are a considerable barrier to a number of people, making the church physically inaccessible. The Archdeacon commended the vicar and PCC for seeking to address this long-overdue development.
2. The DAC understands and concurs with the reasoning put forward by the QI architect for a ramped approach, rather than a lift, at the site.
3. It also recognises the restriction on level access, currently only through private grounds (without a formal or permanent agreement), on the north side of the churchyard.
4. However, further expansion of the reasoning for the single option proposed for the new ramp system should be provided, and additional consideration given to alternative options at the site, such as by way of an options appraisal.
5. This should include consideration of the creation of any new opening/s in the existing churchyard boundary wall, if this would facilitate a more direct entry point or access route, including mitigating the impact (length) of the proposed ramp system.
6. The Committee considered the 3D computer model and related renders, but resolved that basic orthogonal drawings marked on a survey are required in order to better understand the implications on archaeology, appearance (e.g. edge protection), and materials.
7. The Committee defers to the view of the DAC accessibility member (Diocesan Enabling All Adviser) (in absentia) on any physical or visual access issues that may pertain to the proposed ramped access, which advice can be sought through the DAC Secretary upon request.
8. The DAC Archaeology Adviser cautioned that the proposed location of the ramp within the historic churchyard, and in close proximity to the church building, requires careful consideration of the level of intervention, in relation to possible archaeological and/or human remains.
9. The Committee recommended that the parish should engage with the Local Planning Authority (LPA) at this early stage, with a view to planning permission being required. Discussion should also be undertaken regarding the significant Yew tree on the corner of the churchyard, which has high amenity value and should be retained in the scheme.
10. Consultation with the LPA should also be undertaken in relation to any potential highways issues, including safety considerations, as the proposed ramp appears to be accessed from a very narrow footway at quite a significant junction in the village.
11. The DAC suggested that the parish should undertake this pre-application (informal) consultation with the LPA first, prior to developing its proposal for further DAC advice.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is applicable. The Committee suggested that a DAC site visit should be undertaken, to meet with parish representatives and the quinquennial inspector (QI architect) at the church. The revised scheme, when further developed following the DAC site visit, should then be resubmitted for additional informal DAC advice.

Action: The DAC Secretary to inform the applicant; the Assistant DAC Secretary to co-ordinate a DAC site visit

b) Formal advice (*after external formal consultation, if applicable*)

None this meeting

5.3 Conservation, alteration or disposal of an article of special historic, architectural, archaeological or artistic interest

a) Informal advice (*before external formal consultation, if applicable*)

Grade II*

5.3.1

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|----------------------|---|------------------|---|
| OFS Application Ref: | 2022-080251 | Case Status: | Pre-formal consultation review |
| Church Code: | 620429 | Church Name: | Barton-under-Needwood: St James |
| Archdeaconry: | Stoke-upon-Trent | Parish: | Barton-under-Needwood |
| Applicant Name: | Revd Andy Simpson | Quin. Inspector: | Adrian Mathias |
| Listing: | Grade II* | Date of Last QI: | 01-Jan-2022 |
| Proposal: | Augment the ring of eight bells to ten bells, replacing the 18th-century wooden and wrought iron bell frame with a steel bell frame with modern bell fittings | | |
| No. of Times to DAC: | First (in this form) | Cost Est: | Not stated |
| Legislation Applies: | Faculty Jurisdiction (Amendment) Rules 2022 | | |

The Committee last considered the proposal as a site visit report by the DAC Bell Adviser approved at 18th July 2018 DAC meeting. At the present meeting, the DAC carefully considered the revised proposal and the supporting documents, including the Statements of Significance and Needs. The Committee continued to support the principle of the proposal, and considered that the impact of the proposed works on the fabric of the listed church building had been sufficiently identified and justified.

In relation to the development of the scheme, the DAC offered the following advice:

1. The DAC Bell Adviser highlighted that this project has had a long period of development, having first been proposed in 2000. The DAC examined the proposals in 2018, with the primary issue identified being the merit of retaining or replacing the existing 1739 bell frame. The DAC requested a report on its history and significance and, on its receipt, determined that it would not oppose a replacement with one in steel.
2. The application now submitted proposes to rehang the bells with all-new fittings, in a replacement new steel frame, as conceived in 2000 and 2018. The Committee noted that the existing bell frame has been recorded in detail, and is later than the church interior.
3. However, the current proposal differs from, and extends, previous schemes in two respects, namely a) augmentation of the ring of bells and b) extension of the west gallery.
4. On the first aspect, the new frame is to be constructed to accommodate ten bells (where presently there are eight) and to have two new lighter bells cast to augment the peal. The DAC Bell Adviser noted that the tower is large enough to facilitate this with relative ease.

5. The ten bells are to be arranged in order to better balance the distribution of forces generated: five will swing E–W and five N–S, as opposed to the present six (heaviest) E–W and two (lightest) N–S. The DAC supported this proposal.
6. In relation to the second differentiating aspect, the bells are rung from an open gallery in the arch at the west end of the nave. The gallery is not an original feature but most likely dates from the 1895 restoration.
7. It is proposed to extend this gallery into the nave by 1.17m (3' 10") in order to create additional safe space for the greater number of ringers. However, no drawings have been submitted, and the DAC resolved that fully detailed drawings are required before it can form a view.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is applicable. The Committee suggested that the revised scheme, when further developed, should be resubmitted for additional informal DAC advice, and that external informal consultation (pre-application advice) should also be undertaken with Historic England.

Action: The DAC Secretary to inform the applicant

b) Formal advice (*after external formal consultation, if applicable*)

None this meeting

5.4 Landscaping and areas for the burial of cremated remains (ABCRs) in relation to a listed or unlisted church building

a) Informal advice (*before external formal consultation, if applicable*)

Grade I

5.4.1

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|----------------------|---|------------------|--|
| OFS Application Ref: | 2023-081254 | Case Status: | Pre-formal consultation review |
| Church Code: | 620087 | Church Name: | Mavesyn Ridware: St Nicholas |
| Archdeaconry: | Lichfield | Parish: | Mavesyn Ridware |
| Applicant Name: | Revd Jeremy Brading | Quin. Inspector: | Graham Holland |
| Listing: | Grade I | Date of Last QI: | 01-Oct-2009 |
| Proposal: | Creation of Garden of Remembrance within an unused area of the churchyard | | |
| No. of Times to DAC: | First | Cost Est: | £100 |
| Legislation Applies: | Faculty Jurisdiction (Amendment) Rules 2022 | | |

The DAC carefully considered the proposal and the supporting documents, including the Statements of Significance and Needs. The Committee supported the principle of the proposal, and considered that the impact of the proposed works on the setting of the listed church building had been sufficiently identified and justified.

In relation to the development of the scheme, the DAC offered the following advice:

1. The Committee affirmed that, given the difficulties of utilising the unused land within the churchyard for full burials, the proposed creation of a Garden of Remembrance is a

constructive use of the space. The DAC clergy member appointed from Diocesan Synod commended the parish for the care that had gone into this proposal.

2. However, it was commented that more information is required on the method of interment. It was queried whether the remains are to be placed directly into the ground, or if a container or casket is sought to be used. It is assumed that the marker is to cover the interment plot, in which case it will need to be removed for subsequent interments. The weight of the stone might prove a difficulty.
3. The markers seem to be rather tightly packed, with only 6 cm between each marker. The need for markers to be 45 cm x 45 cm was questioned; it should be possible to fit two inscriptions onto a stone 30 cm x 45 cm.
4. The Committee confirmed that it is a sensible precaution to set the markers below grass level for ease of maintenance, as proposed. However, the parish's preferred option of a desk-type memorial would cause problems in this respect, as the front and back of the memorial would be at different heights.
5. Further to which, the DAC noted that the existing Area for the Burial of Cremated Remains (ABCR), provided as an analogy in the submission, includes desk-type markers but is laid out on gravel rather than grass.
6. The Committee advised that the Garden of Remembrance should be on grass, and have flat markers accordingly. The parish's case of exceptionality for the proposed adoption of individual memorials, in relation to the requirements of the Chancellor's [Churchyard Regulations](#), should be revisited, specifically the current citing of precedent for desk-type markers within the existing churchyard.
7. The DAC Archaeology Adviser recommended that the parish should also provide a plan showing the location and extent of proposed Garden of Remembrance within the churchyard. It is noted, however, that it is located within a 20th-century extension to the historic churchyard.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is not applicable. As such, the Committee indicated that the revised scheme, when further developed, should be resubmitted for formal DAC advice.

Action: The DAC Secretary to inform the applicant

b) Formal advice (*after external formal consultation, if applicable*)

None this meeting

6. Casework from Diocesan Registry

6.1 Private faculties

None this meeting

7. Casework by delegated authority to note

7.1 Faculty applications

The following 'minor' faculty cases, received prior to the agenda closing date for the current meeting, have been processed by [delegated authority](#), in accordance with [section 12\(1\)](#) of

the Church of England (Miscellaneous Provisions) Measure 2018 and the [Lichfield DAC Delegated Authority Policy](#) (Amended May 2022), on behalf of the full DAC

7.1.1

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|----------------------|---|------------------|----------------------|
| OFS Application Ref: | 2022-080366 | Church Name: | Hanford: St Matthias |
| Listing: | Grade II | Archdeaconry: | Stoke-upon-Trent |
| Proposal: | Urgent replacement of lighting units within churchyard footpath wall (granted under interim faculty no. 5078) | | |
| DAC Consultee: | Brough Skingley | Date NoA Issued: | 15th March 2023 |

7.1.2

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|----------------------|---|------------------|--------------------------------|
| OFS Application Ref: | 2022-070394 | Church Name: | Milton: St Philip and St James |
| Listing: | Unlisted | Archdeaconry: | Stoke-upon-Trent |
| Proposal: | Erection of external accessible ramp at side of parish centre | | |
| DAC Consultee: | Bryan Martin | Date NoA Issued: | 15th March 2023 |

7.1.3

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|----------------------|---|------------------|-----------------------------|
| OFS Application Ref: | 2022-079833 | Church Name: | Tixall: St John the Baptist |
| Listing: | Grade II | Archdeaconry: | Stoke-upon-Trent |
| Proposal: | Public safety tree works (granted under interim faculty no. 5073) | | |
| DAC Consultee: | Andy Smith | Date NoA Issued: | 17th March 2023 |

7.1.4

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|----------------------|--|------------------|-----------------------|
| OFS Application Ref: | N/A [private faculty no. 5057] | Church Name: | Biddulph: St Lawrence |
| Listing: | Grade II* | Archdeaconry: | Stoke-upon-Trent |
| Proposal: | Safety testing of memorials within churchyard by Biddulph Town Council | | |
| DAC Consultee: | Andy Wigley | Date NoA Issued: | 24th March 2023 |

7.1.5

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|----------------------|--|------------------|-------------------------------|
| OFS Application Ref: | 2023-082491 | Church Name: | Wombourne: St Benedict Biscop |
| Listing: | Grade II | Archdeaconry: | Walsall |
| Proposal: | Permanent roof replacement in stainless steel following theft of copper roof over organ chamber and vestry (in 2022) | | |
| DAC Consultee: | Adrian Mathias | Date NoA Issued: | 24th March 2023 |

7.1.6

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|----------------------|--|------------------|---------------------|
| OFS Application Ref: | 2022-079074 | Church Name: | Glascote: St George |
| Listing: | Grade II | Archdeaconry: | Lichfield |
| Proposal: | To install a permanent ramp with handrails to main entrance and repair an associated gate pier [confirmation of technical details under delegated authority] | | |
| DAC Consultee: | Bryan Martin | Date NoA Issued: | 24th March 2023 |

7.1.7

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|----------------------|-----------------------------|---------------|----------------|
| OFS Application Ref: | 2019-034232 | Church Name: | Hales: St Mary |
| Listing: | Grade II | Archdeaconry: | Salop |

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|----------------|---|------------------|-----------------|
| Proposal: | Install toilet, refreshment area and improve access [confirmation of technical details under delegated authority] | | |
| DAC Consultee: | Bryan Martin | Date NoA Issued: | 24th March 2023 |

7.1.8

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|----------------------|---|------------------|------------------------|
| OFS Application Ref: | 2022-071569 | Church Name: | Holmcroft: St Bertelin |
| Listing: | Unlisted | Archdeaconry: | Stoke-upon-Trent |
| Proposal: | Addition of stone memorial plaques on church tower external wall, adjacent to Memorial Garden | | |
| DAC Consultee: | Andy Foster | Date NoA Issued: | 28th March 2023 |

7.1.9

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|----------------------|--|------------------|---|
| OFS Application Ref: | 2022-076069 | Church Name: | Canwell: St Mary, St Giles and All Saints |
| Listing: | Grade II* | Archdeaconry: | Lichfield |
| Proposal: | Drainage works (granted under interim faculty no. 4998) and laying two new paths in churchyard | | |
| DAC Consultee: | Andy Wigley | Date NoA Issued: | 28th March 2023 |

Decision: The faculty applications processed by delegated authority were noted

Action: None

7.2 Quinquennial inspector applications

The following applications from PCCs, received prior to the agenda closing date for the current meeting, have been processed by [delegated authority](#), in accordance with the [Lichfield Diocesan Scheme for the Inspection of Churches](#) (Amended June 2022) and the [Lichfield DAC Delegated Authority Policy](#) (Amended May 2022), on behalf of the full DAC

- 7.2.1 Eccleshall, Holy Trinity (Grade I), Simon Smith proposed inspector
- 7.2.2 Armitage, St John the Baptist (Grade II*), Simon Smith proposed inspector
- 7.2.3 Castle Church, St Mary (Grade II*), Adrian Mathias proposed inspector
- 7.2.4 Norton Canes, St James (Grade II*), Adrian Mathias proposed inspector
- 7.2.5 Malinslee, St Leonard (Grade II*), Geraint Roberts proposed inspector
- 7.2.6 Dawley, Holy Trinity (Grade II), Geraint Roberts proposed inspector
- 7.2.7 Ketley, St Mary the Virgin (Grade II), Geraint Roberts proposed inspector
- 7.2.8 Lawley, St John the Evangelist (Grade II), Geraint Roberts proposed inspector

Decision: The quinquennial inspector applications processed by delegated authority were noted

Action: None

8. Any other business

None this meeting

Date of next meeting: **Wednesday 31st May 2023 at 2.00 pm**

to be held hybridly (in person and by online conferencing) in the Reeve Room at St Mary's House, Lichfield

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