

Lichfield Diocesan Advisory Committee

MINUTES

*A meeting of the Lichfield DAC was held by online conferencing
on Wednesday 11th February 2026 at 2.00 pm*

1. Introduction

- 1.1 The opening prayer was said by the Ven Nick Watson.
- 1.2 Present: The Revd Phillip Johnson (DAC Chair), the Ven Dr Megan Smith (DAC Vice Chair), the Ven Liz Jackson, the Ven Nick Watson, the Revd Debra Dyson (Assistant Archdeacon of Lichfield), the Revd Lynn McKeon (Assistant Archdeacon of Lichfield), the Revd Preb Terry Bloor (Associate Archdeacon of Stoke-upon-Trent), the Revd Preb Jo Farnworth (Associate Archdeacon of Salop), the Revd Geoffrey Eze, Andy Foster, Ed Higgins, Dr John Hunt, Adrian Mathias, Bryan Martin, Dr Andy Wigley, Peter Woollam.
In attendance: Giles Standing (DAC Secretary), Felicity McWilliams (DAC Casework Officer), Charlie Cox (DAC Casework Officer (List B)), Pauline Hollington (Diocesan Registry Clerk), Rosie Nightingale (Diocesan Registry Clerk).
- 1.3 Apologies for absence: the Ven Dr Sue Weller (Archdeacon of Lichfield), the Revd Margaret Brighton, the Revd Preb Pat Hawkins, the Revd Neil Hibbins, Candida Pino, Mark Stewart.
- 1.4 Declarations of interest: Adrian Mathias, item 8.2.1; Candida Pino, items 8.3.1–8.3.2.
- 1.5 The minutes of the previous meeting were accepted without amendment.

2. Matters arising

- 2.1 Rescheduled launch of Church of England's Building Management System (replacement for the Online Faculty System) in August 2026 (previously postponed)
- 2.2 Creation of a diocesan Church Buildings Strategy under the diocesan 'Building up our Parishes and Communities Project Board', arising from the diocesan strategy for 2025–30, '[Seeking the Kingdom](#)', by September 2026

Decision: The matters were noted

3. New matters

- 3.1 Bishop's Directions for Chadsmoor, St Chad (closing church) (Lichfield Archdeaconry)

Decision: The Diocesan Bishop has published draft Directions for the contents and monuments/memorials in relation to the closing church of Chadsmoor, St Chad (unlisted), in accordance with the Mission and Pastoral Measure 2011. As per the Measure, the DAC was requested to give its formal view on the proposals. The DAC supported the Bishop's Directions, with a view to providing additional advice on the proposed locations for the internal war memorial plaques and the font

Action: The DAC Secretary to liaise with the Diocesan Pastoral Officer (DMPC Secretary)

- 3.2 Standing down of Chris Gill as DAC member appointed from elected members of Diocesan Synod, 16th January 2026

Decision: The matter was noted; the DAC Chair extended a formal vote of thanks to the former DAC member (in absentia), who had been in post since May 2022

Action: The DAC Secretary to liaise with the Diocesan Bishop arising from the creation of a casual vacancy for this statutory position, to be appointed by the Diocesan Bishop

3.3 Standing down of Charlie Cox as part-time DAC Casework Officer (List B), 11th March 2026

Decision: The matter was noted; the DAC Chair extended a formal vote of thanks to the DAC Casework Officer (List B), the present meeting being his last, who had been in post since August 2025

Action: The DAC Secretary to recruit for a new part-time DAC Casework Officer (List B)

4. Adviser site visit reports

4.1 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 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 Checkley, St Mary and All Saints (trees), 18th December 2025 (Andy Smith)

(Stoke-upon-Trent Archdeaconry)

4.2.2 Berkswich, Holy Trinity (trees), 14th January 2026 (Andy Smith)

(Stoke-upon-Trent Archdeaconry)

4.2.3 Colton, St Mary the Virgin (trees), 21st January 2026 (Andy Smith)

(Lichfield Archdeaconry)

4.2.4 Moddershall, All Saints (trees), 21st January 2026 (Andy Smith)

(Stoke-upon-Trent Archdeaconry)

Decision: The reports were noted

Action: None

5. Forthcoming DAC site visits

The following site visit requests are to be undertaken in accordance with the [DAC and adviser site visits](#) procedure

5.1 Ashley, St John Baptist (Grade II*) [quin. inspector: Stephen Hart]

(Stoke-upon-Trent Archdeaconry)

Build a Memorial Wall and extend the Area for the Burial of Cremated Remains (ABCR) (OFS [2023-082416](#)) – received informal DAC advice at 24th September 2025 DAC meeting
Date and time (previously postponed): 31st March 2026 at 2.00 pm

6.–9. 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

6. Walsall Archdeaconry

6.1 DAC site visit reports for approval

6.1.1 Kinver, St Peter (Grade I) [quin. inspector: Robert Kilgour]
Accessibility landscaping and parking improvements within churchyard (OFS [2025-114991](#)), 8th December 2025 (Giles Standing, from site notes by Felicity McWilliams)

Decision: The report was approved

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

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

None this meeting

6.3 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

6.3.1

OFS Application Ref:	2026-123885	Case Status:	Pre-formal consultation review
Church Code:	620198	Church Name:	Bilston: St Leonard
Archdeaconry:	Walsall	Parish:	Bilston
Applicant Name:	Revd Canon Foluso Adedipe	Quin. Inspector:	Andrew Hayward
Listing:	Grade II	Date of Last QI:	16-May-2024
Proposal:	Removal of remaining pews at west end of south aisle and lowering of pew plinth to match floor area		
No. of Times to DAC:	First	Cost Est:	£4,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

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, noting also the urgency due to rodent infestation, but considered that the impact of the proposed works on the fabric and internal arrangement of the listed church building had not yet been fully identified and justified.

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 suggested that the parish should use the Statements forms built into the Online Faculty System (OFS), or to structure the existing Statements (currently submitted as a supporting document) in accordance with that OFS template/Church of England guidance. In relation to the development of the scheme, the DAC offered the following advice:

1. The Archdeacon of Walsall highlighted that this is a growing church community, but that the church building has a health and safety issue that must be addressed.

2. The Committee observed that the pews to be removed are in stained softwood, with fielded panels, but are of a fairly basic form. These date to the church's restoration in 1882–83 by Ewan Christian. The view was expressed that they are not particularly significant architecturally.
3. The DAC recognised that the equivalent pews at the east end of the same south aisle have previously been removed. It appears that the majority of pews in the core of the space (i.e. the nave body) would remain, arguably preserving much of the pewed character.
4. In the Committee's view, this proposal is unproblematic in principle, although it seems to be articulated by concerns about rats in the pew void rather than a need to free up the space. The missional intent of the proposal should be highlighted alongside.
5. In terms of the technical aspects of the proposal, a DAC architect member observed that the proposed works appear to include reinstating the suspended timber floor, but that there is no information on ventilation to the sub-floor void. Similarly, it was cautioned that the proposal does not allow for any new floor boards, but it seems likely that at least some will be needed.
6. It was suggested that alternatively consideration be given to a solid limecrete floor. This, and the matters above, should be addressed by the parish and its quinquennial inspector (QI architect), and the outcome added to the submission.
7. In relation to which, it was observed that the QI architect had provided initial advice on a possible repair solution in the latest (2024) QI report, including with reference to rodent activity (entries 2.10 on p. 9 and 9.01 on p. 23, where the work is identified as Priority 'A', i.e. to be addressed immediately).
8. Separate from which, the DAC noted that a second proposal was referred to in the current Statement of Needs, to dispose of some remaining pews in the north aisle opposite, but not to include the two more significant Drayton Wyatt pews in that location (the movement of which within the church would still be subject to faculty approval).
9. The Committee recommended that this proposal should either form a separate faculty or to be more fully explained within the current submission, noting that the works do not relate to the issue of rodent activity, as in the case of the south aisle.
10. With the latter consideration in mind, it may be advised to keep the two proposals as separate applications in order that the issue of rat infestation can be addressed as a priority (within a single, focussed application).
11. Similarly, if the intention is to reorder either aisle, or both, to accommodate furniture or fittings for alternative uses, including children's activities within a designated space, then further details should be included within the relevant submission (e.g. product sheets or photographs of proposed furniture).

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that the revised scheme, when further developed, should be resubmitted for additional informal DAC advice.

Action: The DAC Secretary to inform the applicant

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

None this meeting

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

None this meeting

6.5 Landscaping in relation to a listed or unlisted church building

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

Grade II*

6.5.1

OFS Application Ref:	2025-111594	Case Status:	Pre-formal consultation review
Church Code:	620118	Church Name:	Enville: St Mary the Virgin
Archdeaconry:	Walsall	Parish:	Enville
Applicant Name:	Revd Richard Clarkson	Quin. Inspector:	Andrew Arrol
Listing:	Grade II*	Date of Last QI:	08-Mar-2019
Proposal:	Introduction of new gate in churchyard hedge, with plastic grid driveway and cones, to facilitate vehicular access and overflow car parking within area of new burial ground		
No. of Times to DAC:	Second	Cost Est:	Nil
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 4th June 2025 DAC meeting, when the Committee offered advice on the development of the scheme. At that meeting, the DAC did not wholly support the principle of the proposal, and considered that the impact of the proposed works on the setting of the listed church building had not yet been fully identified and justified, pending further development and submission of the scheme for additional informal DAC advice.

At the present meeting, the DAC carefully considered the parish's written response, and confirmed that the matters previously raised by the Committee's informal advice had been considered. However, in relation to which, the DAC offered the following final advice:

1. The Committee confirmed its support for the addition of the proposed second gate, which will only cause a minimal visual, and physical, change. In relation to which, this work will only have a minor impact on the setting of the Grade II* listed church.
2. However, the DAC upheld its reservations regarding the formalising of an area of the new burial ground for car parking, including the laying down of a plastic grid driveway. (The laying out of traffic cones in the existing car park does not required faculty approval).
3. Photographs included within the original submission illustrating REVS Enville, albeit as an intermittent gathering held under a Bishop's Mission Order (BMO), show the close proximity of some parked cars to existing gravestones.
4. With reference again to these images, the Committee reiterated the dual requirement to carefully manage the use of this space alongside ensuring respectful access to the graves, noting the possibility that some could be tended by the bereaved during a REVS meeting.
5. With this in mind, the DAC suggested that some visual or physical separation is required, also to ensure that gravestones are not damaged. (Though unrelated to REVS, the DAC is aware of cases in churchyards where gravestones have been damaged by moving vehicles).
6. Consideration could be given to establishing a hedge, gravel-filled rill trench, or simple post-and-rail fence to demarcate and contain the active burial area, such as running

south of the existing gate on plan, but noting that each of these options would need to be re-sited if the burial area were required to be extended.

7. Alternatively, demarcation with traffic cones, during REVS meetings, could be an adaptable means of keeping cars and graves apart (thereby also respecting the potential different concurrent uses of the space by different user groups). This would also not have any archaeological impact in that location.
8. Separately, the DAC member nominated by the Local Government Association reiterated that as well as faculty, the proposed works would require planning permission for the new access and surfacing, and potentially a change of use to car parking. Advice on these additional requirements should be sought from the Local Planning Authority direct.
9. In relation to which, a planning application would require formal consultation with Historic England and the Gardens Trusts, due to the location of the site within the Grade II* registered park and within the setting of the Grade II* listed church.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023, for the faculty application, is applicable. The Committee indicated that the application should be resubmitted for external formal consultation with Historic England and the Local Planning Authority (Conservation Officer), i.e. separate from any requirement for planning permission, prior to receipt of formal DAC advice.

Action: The DAC Secretary to inform the applicant

Unlisted

6.5.2

OFS Application Ref:	2025-122478	Case Status:	Pre-formal consultation review
Church Code:	620199	Church Name:	Bilston: St Chad
Archdeaconry:	Walsall	Parish:	Bilston
Applicant Name:	Revd Canon Foluso Adedipe	Quin. Inspector:	Andrew Hayward
Listing:	Unlisted	Date of Last QI:	24-Jul-2019
Proposal:	New accessible community sensory garden to support wellbeing and educational programming		
No. of Times to DAC:	First	Cost Est:	Not stated
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC Chair informed the Committee that the submitted application, received as a late addition after the agenda closing date, had been withdrawn from consideration at the current meeting.

Two unresolved proposals, constituting a planting scheme within an open area of churchyard to the east of the church building and a separate sensory play area within a fenced and gated area to the north, had been put forward, but as a single petition for 'a community garden'. Rather than offering informal advice on these potentially distinct/alternative options, the DAC confirmed that a resolved/unified application should be resubmitted by the parish following further liaison by them with the DAC Casework Officer and Archdeacon.

As such, the Committee determined to defer the giving of informal advice, pending revision and resubmission by the parish.

Decision: Defer

Action: The DAC Secretary to inform the applicant

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

None this meeting

6.6 Casework from Diocesan Registry

None this meeting

7. Stoke-upon-Trent Archdeaconry

7.1 DAC site visit reports for approval

None this meeting

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

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

Grade I

7.2.1

OFS Application Ref:	2025-120370	Case Status:	Pre-formal consultation review
Church Code:	620300	Church Name:	Leek: All Saints, Compton
Archdeaconry:	Stoke-upon-Trent	Parish:	All Saints, Leek
Applicant Name:	Paul Tooley	Quin. Inspector:	Simon Smith
Listing:	Grade I	Date of Last QI:	09-Sep-2021
Proposal:	Internal reordering to provide an accessible porch entrance, and kitchen and toilet facilities at the west end of the nave		
No. of Times to DAC:	First	Cost Est:	£200,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC carefully considered the proposal and the supporting documents, including the Statement of Needs and draft Statement of Significance. The Committee supported the principle of the proposal for an accessible porch entrance, but not the new nave facilities in their presently-drawn form.

The Committee affirmed that the church building is Grade I listed and therefore sits within the top 2.5% of all listed buildings nationally. Historic England [designates](#) Grade I heritage assets as being 'of exceptional interest'. In relation to which, it was considered that the present scheme, particularly the internal reordering, will affect the character of the church as a building of special architectural or historic interest, as well as the archaeological importance of the church. Indeed, the DAC member nominated by the National Amenity Societies expressed the view that the proposal would cause harm to (not just affect) the special character of this highly-listed church.

As such, the DAC determined that the impact of the proposed works on the fabric and internal arrangement of the listed church building had not yet been fully identified and justified. 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 suggested that the parish should use the Statements forms built into the Online Faculty System (OFS), or to structure the existing Statements (currently submitted as supporting documents) in accordance with that OFS template/Church of England guidance.

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

1. The submitted drawings note a requirement to excavate down significantly within the porch, which will have an impact on the base/plinth of the entrance arch to the porch. This needs further detailing and assessment. There is also scope for archaeological impact, which should also be described.
2. It is not known if the steps are integral to the external walls of the porch and how these walls would be made good.
3. Further information is required on the lift, its pit and excavation depth, operation and controls, and handrails. The lift is set centrally, which may work well, but an accurate drawing is required to ascertain widths at the steps.
4. Internally, within the nave, two pods are proposed with faceted glass, curved screens. These are shown extended to the underside of the ceiling. No details are provided at the junction with the underside of the aisle roofs.
5. The glazed screens/partitions are not fully detailed, particularly at this junction. The proposed finishes to solid and glazed screens are not shown or stated.
6. The glazed screens extend a long way up, at relatively high cost, and look quite 'heavy' in the space. Consideration might be given to single-storey pods with dedicated ceilings. They have a significant visual and physical impact on the interior of the Grade I church.
7. A café area is demarcated at the west end, with pews removed. There are no details of the proposed chairs given.
8. Further information is needed on the availability of foul drainage to the south-west corner of the church and the means of connection to the mains drainage system.
9. Services information and ventilation will need detailing in due course.

With these points in mind, 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.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that, following the additional informal DAC advice (above), external informal consultation (pre-application advice) should also be undertaken with Historic England, the Victorian Society, and the Local Planning Authority (Conservation Officer).

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

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

None this meeting

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

None this meeting

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

None this meeting

7.5 Landscaping in relation to a listed or unlisted church building

None this meeting

7.6 Casework from Diocesan Registry

None this meeting

8. Salop Archdeaconry

8.1 DAC site visit reports for approval

- 8.1.1 Sambrook, St Luke (Grade II*) [quin. inspector: Mark Newall]
New kitchen and accessible toilet (OFS [2025-112545](#)), 4th December 2025 (Giles Standing)

Decision: The report was approved

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

Post-visit addenda: As part of the DAC site visit report, the Committee considered, constituting a first addendum, comments supplied by the visiting DAC architect member, as the result of an on-site conversation with a parish representative at the church directly after the main visit. Separately, since the DAC site visit, and prior to the present DAC meeting, the QI architect has submitted updated plan, elevation and section drawings, as well as joinery and other details, based on the visit, constituting a second addendum.

At the present meeting, the Committee upheld both addenda, in addition to the main report contents. Further to which, the DAC would encourage the PCC and QI architect to give a written and/or drawn response to the DAC-approved site visit report, including the two addenda, and that the final scheme, when further developed, should be resubmitted for additional informal DAC advice.

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

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

None this meeting

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

Grade II*

8.2.1

Case Reference No.:	2024-102178	Case Status:	Pre-formal consultation review
Church Code:	620278	Church Name:	Forton: All Saints
Archdeaconry:	Salop	Parish:	Forton
Applicant Name:	Kevin Ottaway	Quin. Inspector:	Adrian Mathias
Listing:	Grade II*	Date of Last QI:	01-Jan-2022 [Tim Ratcliffe]
Proposal:	Repair and move font, and install accessible toilet in nave [supersedes and replaces OFS 2021-058602 and 2021-059668, now as a single project]		
No. of Times to DAC:	Third (in this form; first as formal)	Cost Est:	£50,000
Informal Consultations:	Historic England; Georgian Group; Society for the Protection of Ancient Buildings (SPAB); Church Buildings Council (CBC) – previously received (via OFS)		
Formal Consultations:	Historic England; Georgian Group; Local Planning Authority (Conservation Officer) – all awaited (via OFS) at time of agenda circulation		
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 12th February 2025 DAC meeting, when the Committee offered advice on the development of the scheme.

At that meeting, it was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 was applicable. The Committee suggested that the scheme, when confirmed or amended to be as accessible as reasonably practicable, should be resubmitted for external informal consultation (pre-application advice) with Historic England, the Georgian Group, and the Local Planning Authority (Conservation Officer).

In addition, external informal consultation should also be undertaken with the Church Buildings Council (CBC) on the aspects relating to the font specifically, under rule 4.6(2)(a) for ‘the conservation, alteration or disposal of an article of special historic, architectural, archaeological or artistic interest’.

At the present meeting, the DAC confirmed that the matters previously raised by the Committee’s informal advice had been addressed, and that external informal consultation responses had been received and addressed in written and photographic form by the parish and QI architect. As such, external formal consultation had been initiated with the same consultees, but which responses had not been received via the Online Faculty System (OFS) at the time of the present DAC meeting (the statutory 42-day period for response not yet reached).

The Committee resolved that the giving of formal DAC advice following external consultation, where no formal objections are raised by external consultees and where no ‘material changes’ are made to the proposal (rules 4.7–4.8 of the 2023 Rules), could be processed by [delegated authority](#), in accordance with the [Lichfield DAC Delegated Authority Policy](#) (Amended October 2023). Where these criteria cannot be met, the application will return for full Committee consideration at the next DAC meeting following receipt of the external formal consultation responses.

Decision: Defer

Action: The DAC Secretary to inform the applicant, and to process the giving of formal DAC advice by delegated authority through consultation with a DAC architect member

8.3 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*

8.3.1

OFS Application Ref:	2025-122097	Case Status:	Pre-formal consultation review
Church Code:	620536	Church Name:	Albrighton: St Mary Magdalene
Archdeaconry:	Salop	Parish:	Albrighton
Applicant Name:	Chris Cherrington	Quin. Inspector:	Candida Pino
Listing:	Grade II*	Date of Last QI:	30-Jun-2021
Proposal:	Installation of a far infrared heating system		
No. of Times to DAC:	First	Cost Est:	£75,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

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, to replace the two unreliable gas-fired boilers at the church with an electric radiant heating system in line with net zero principles.

The Committee affirmed that the church building is Grade II* listed and therefore sits within the top 5.8% of all listed buildings nationally. Historic England [designates](#) Grade II* heritage assets as being 'particularly important buildings of more than special interest'. In relation to which, it was considered that the present scheme, incorporating the installation of four Herschel 'Halo' chandelier-style infrared heaters, will affect the character of the church as a building of special architectural or historic interest.

As such, the DAC determined that the impact of the proposed works, specifically the visual impact, on the internal setting of the listed church building had not yet been fully identified and justified. The DAC encouraged the parish to continue to develop its Statements of Significance, and specifically 'Section 3: Assessment of the impact of the proposals' in the submitted Statement of Significance, in relation to the specific parts of the church building to be developed. It was suggested that the parish should consult the Church of England [guidance on Statements](#).

It was confirmed that the proposal involves matters to which statutory [guidance on net zero carbon](#) issued by the Church Buildings Council (CBC) applies. In the opinion of the Committee, the parish's explanation of how it has had due regard to net zero guidance in formulating the proposal, specifically the principle of changing to electric radiant heating, is adequate.

In addition, the Committee recognised the shared duty of the PCC and the DAC, as required by [section 35](#) of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, to have 'due regard to the role of a church as a local centre of worship and mission, and the importance of environmental protection'.

The DAC noted that the parish had identified in its submission that the church was one of the 18 highest energy users in the diocese. The results of the parish's submission to the Church of

England's [Energy Footprint Tool](#) (EFT) in 2025 (energy use data from 2024) indicates that the church was the 11th largest carbon emitter in the diocese.

In accordance with the [milestones](#) for church buildings in the Church of England's [Routemap to Net Zero Carbon by 2030](#), 'the top 20% of energy-consuming churches in each diocese' should 'develop a Net Zero Carbon Action Plan, to be finalised no later than 2027. These plans should include, as a minimum, low-carbon heating options to replace fossil-fuel heating at end-of-life, such as heat pumps or far infrared heating panels'.

In this way, the DAC observed that the parish was visited in October 2025 by a representative from Inspired Efficiency Ltd, an independent energy auditor, in order to produce an Energy Action Plan for the church. This was offered to the parish, and funded, by the national Church due to its status as one of the diocese's highest carbon emitters. The DAC noted that the PCC had included its Energy Action Plan within the supporting documents for their current submission.

The Committee additionally observed that the parish had referred in their submission to having received 'advice from the Diocesan Heating Advisor' in relation to the visit and report from Inspired Efficiency, including the specific recommendation for the Herschel 'Halo' system at their church. In this respect, the PCC may have inadvertently considered that this recommendation was made by a DAC Heating Adviser (NB there is no Diocesan Heating Adviser).

With all these points in mind, the Committee carefully considered the dual requirements of heritage conservation and environmental protection, in the context of the specific church building and heating proposal brought forward by the PCC.

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

1. The Committee observed that four chandelier heaters are proposed, which will limit the visual impact to a degree. It was also recognised that the units are far infrared, such that there should be no visible glow.
2. The DAC noted that the heaters are proposed to be sited at 4.9 m above floor level, a little higher than the typical 4.2 m, bringing them closer to the roof structures and further, relatively, minimising the visual impact.
3. In addition, the units could be easily removed at end-of-life, leaving little or no trace in terms of both physical and visual impact.
4. The cable routes hugging the roof structures look workable, and should be relatively discreet, although some of the lower-level runs are more conspicuous. The riser could perhaps be at the west end of the aisle, to be less visible.
5. A DAC architect member with direct experience noted that Herschel now have an in-house installer, so it is possible to get close to single-point responsibility.
6. Conversely, in the opinion of the Committee, Herschel chandeliers remain visually heavy and somewhat 'clunky'.
7. In relation to which, the DAC member nominated by Historic England cautioned that the chandeliers, hanging below the apex of the chancel arch, will disrupt the visual integrity of the (originally) medieval building.
8. The Archdeacon of Salop offered the alternative view that the church interior is a relatively expansive, open space, which is used flexibly, where such zoned-type heating would be an advantage.

9. The DAC member nominated by the Local Government Association suggested seeking an alternative finish for the proposed heaters, such as the matte black appearance of cast iron, rather than reflective gold, as a dark colour would make them appear more recessive.
10. In terms of the technical aspects of the proposal, a DAC Heating Adviser (in attendance at the meeting) confirmed the DAC's view that the heat prediction of 21°C throughout the church, with just four units, at height, is overly optimistic.
11. The enclosure of electrical cables carrying high-current loads within timber boxing should be assessed by a qualified electrical engineer. There is a risk of cables generating heat within the boxing and causing a fire. The boxing may anyway be too visually intrusive.
12. The Adviser also recommended that it should be assessed whether the chandelier's support system can be accomplished by using a clamp instead of direct fixing into timber rafters.
13. The Adviser did not support the parish's apparent view that the existing convection heating system is causing damp within the church and that the far infrared heating system may resolve that issue.
14. Furthermore, it was cautioned that the parish does not appear to have considered heating for the organ, but which should be addressed.
15. Finally, further to which, the DAC member nominated by the National Amenity Societies raised concerns regarding the effectiveness of the far infrared heating system in heating the building, and not just the people, with regard to the conservation of the historic fabric.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 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 and the Victorian Society.

Action: The DAC Secretary to inform the applicant

8.3.2

OFS Application Ref:	2026-123907	Case Status:	Pre-formal consultation review
Church Code:	620599	Church Name:	Hadnall: St Mary Magdalene
Archdeaconry:	Salop	Parish:	Hadnall
Applicant Name:	Revd Paul Cawthorne	Quin. Inspector:	Candida Pino
Listing:	Grade II*	Date of Last QI:	01-Oct-2019 [Tim Ratcliffe]
Proposal:	Installation of a radiant heating system		
No. of Times to DAC:	First	Cost Est:	£25,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

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, to replace the unreliable oil heating boiler (in a subterranean boiler room subject to ongoing flooding) at the church with an electric radiant heating system in line with net zero principles.

The Committee affirmed that the church building is Grade II* listed and therefore sits within the top 5.8% of all listed buildings nationally. Historic England [designates](#) Grade II* heritage assets as being 'particularly important buildings of more than special interest'. In relation to which, it was considered that the present scheme, incorporating the installation of two Shadow chandelier-

style infrared heaters, plus additional wall-mounted radiant heaters, will affect the character of the church as a building of special architectural or historic interest.

As such, the DAC determined that the impact of the proposed works, specifically the visual impact, on the internal setting of the listed church building had not yet been fully identified and justified. The DAC encouraged the parish to continue to develop its Statements of Significance, and specifically 'Section 3: Assessment of the impact of the proposals' in the submitted Statement of Significance, in relation to the specific parts of the church building to be developed. It was suggested that the parish should consult the Church of England [guidance on Statements](#).

It was confirmed that the proposal involves matters to which statutory [guidance on net zero carbon](#) issued by the Church Buildings Council (CBC) applies. In the opinion of the Committee, the parish's explanation of how it has had due regard to net zero guidance in formulating the proposal, specifically the principle of changing to electric radiant heating, is adequate.

In addition, the Committee recognised the shared duty of the PCC and the DAC, as required by [section 35](#) of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, to have 'due regard to the role of a church as a local centre of worship and mission, and the importance of environmental protection'.

With these points in mind, the Committee carefully considered the dual requirements of heritage conservation and environmental protection, in the context of the specific church building and heating proposal brought forward by the PCC.

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

1. The Archdeacon of Salop confirmed that the parish is seeking a new, permanent heating solution following the most recent flooding of the boiler room, which resulted in the temporary hire/use of third-party equipment, which is not a sustainable option.
2. In relation to the submitted scheme, the Committee observed that two chandelier heaters are proposed, which will limit the visual impact within the church to a degree. It was also recognised that the units are far infrared, such that there should be no visible glow.
3. In addition, the DAC noted that the units could be easily removed at end-of-life, leaving little or no trace in terms of both physical and visual impact.
4. Conversely, in the opinion of the Committee, Shadow chandeliers, and the proposed wall units, remain visually heavy and somewhat 'clunky', including through the incorporation of lighting in a separate band above the heating element in the chandeliers.
5. The heaters remain essentially industrial in feel, with the few Gothic touches not really resolving this view. Instead, a DAC architect member commented that the church's rather fine interior already includes interesting, fairly elaborate, lighting chandeliers.
6. This might be mitigated if the proposed chandeliers were set significantly higher than the existing chandeliers, although a scaled cross-section drawing of the church is required to judge this. These units are usually set at around 4 to 4.5 metres above floor level, so there is not much scope to lose them against the roof structure.
7. In terms of the technical aspects of the proposal, a DAC Heating Adviser (in attendance at the meeting, and who has visited the church prior to the application being submitted) indicated that the installation of radiant heaters is dependent upon the electrical supply being upgraded to 3-phase 100 Amp (3ph 100A).

8. The routing of electrical cables within the church should be fully described/detailed. The mounting heights of the chandeliers and wall-mounted heaters should also be confirmed. Chandelier support systems should be clamped to existing roof rafters wherever possible.
9. Quotations for the electrical installation works should also be obtained.
10. On balance, the DAC resolved that alternative methods of providing heating within the church should be considered. The parish should accordingly provide an options appraisal, which constitutes one part of the statutory guidance issued by the Church of England (referred to above).
11. In relation to which, the DAC suggested consideration be given to wall-mounted radiant heaters supplemented by under-pew heaters, but for the former to have a less visually intrusive design than currently submitted.
12. The Committee also suggested seeking an alternative finish for any such heaters, such as closer to the appearance of the wall/timber fabric, rather than reflective gold, to make them appear more recessive.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that the revised scheme, when further developed, should be resubmitted for additional informal DAC advice.

Action: The DAC Secretary to inform the applicant

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

None this meeting

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

None this meeting

8.5 Landscaping in relation to a listed or unlisted church building

None this meeting

8.6 Casework from Diocesan Registry

None this meeting

9. Lichfield Archdeaconry

9.1 DAC site visit reports for approval

None this meeting

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

None this meeting

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

None this meeting

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

None this meeting

9.5 Landscaping in relation to a listed or unlisted church building

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

None this meeting

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

Grade I

9.5.1

OFS Application Ref:	2025-112434	Case Status:	Pre-formal consultation review
Church Code:	620050	Church Name:	Blymhill: St Mary
Archdeaconry:	Lichfield	Parish:	Blymhill
Applicant Name:	Janette Lister	Quin. Inspector:	Tim Ratcliffe
Listing:	Grade I	Date of Last QI:	02-Sep-2019
Proposal:	To install pathway and extend water pipe from new graveyard into graveyard extension, and to erect small wooden structure (archway) in gap in hedge to provide cover for visitors		
No. of Times to DAC:	Second (first as formal)	Cost Est:	£5,500
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 24th September 2025 DAC meeting, when the Committee offered advice on the development of the scheme. At that meeting, the DAC 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.

At the present meeting, the DAC carefully considered the updated proposal and the supporting documents, and confirmed that the matters previously raised by the Committee's informal advice had been considered.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is not applicable, and that the application should advance to the giving of formal DAC advice accordingly. As such, the Committee resolved to recommend the proposal with provisos.

Decision: Recommend with the following provisos:

- Confirmation of the colour finish of both the path and timber structure is required to be submitted to the DAC Secretary.
- In relation to the path, the colour on the submitted plan (drawing no. 222-02-01) suggests a more yellow gravel, whereas other documents have stated more grey.
- In terms of the structure, whilst the timber will be pressure-treated, confirmation of the colour will be needed (i.e. natural, dark or more orange), as this will affect the character and how it is perceived.
- The parish should address these matters prior to advancing to the public notice stage on the Online Faculty System (OFS).

Action: The DAC Secretary to issue the Notification of Advice to the applicant

9.6 Casework from Diocesan Registry

None this meeting

10. Casework by delegated authority to note

10.1 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 October 2023), on behalf of the full DAC

10.1.1

OFS Application Ref:	2025-119023	Church Name:	Caverswall: St Peter
Listing:	Grade II*	Archdeaconry:	Stoke-upon-Trent
Proposal:	The legal removal of unlawful additions to 12 graves in Caverswall Cemetery		
DAC Consultees:	Ven Dr Megan Smith (lead) (Archdeacons corporately)	Date NoA Issued:	28th November 2025

10.1.2

OFS Application Ref:	2025-122244	Church Name:	Kinnerley: St Mary
Listing:	Grade II*	Archdeaconry:	Salop
Proposal:	Repair of turret clock and restoration of face		
DAC Consultee:	Robert Ovens†	Date NoA Issued:	1st December 2025

10.1.3

OFS Application Ref:	2025-109983	Church Name:	Trentham: St Mary & All Saints
Listing:	Grade II*	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Replacement of flat roof over kitchen adjacent to Graham Vestry (but not including flat roof above Graham Vestry)		
DAC Consultee:	Candida Pino	Date NoA Issued:	1st December 2025

10.1.4

OFS Application Ref:	2025-114601	Church Name:	Shenstone: St John Baptist
Listing:	Grade II	Archdeaconry:	Lichfield

Proposal:	Replace the damaged external protection to the East window and repair some damaged individual stained glass pieces in that window		
DAC Consultee:	Candida Pino	Date NoA Issued:	3rd December 2025

10.1.5

OFS Application Ref:	2025-118907	Church Name:	Willenhall: St Giles
Listing:	Grade II	Archdeaconry:	Walsall
Proposal:	To repair damaged roof coping stones, and repair and refix a stone cruciform on the Eastern Apex of the roof (partially granted under interim faculty no. 5402)		
DAC Consultee:	Candida Pino	Date NoA Issued:	3rd December 2025

10.1.6

OFS Application Ref:	2025-120692	Church Name:	Mayfield: St John the Baptist
Listing:	Grade I	Archdeaconry:	Stoke-Up-on-Trent
Proposal:	Replacement of two old gas fired boilers with two new gas fired boilers		
DAC Consultee:	Andrew Baker	Date NoA Issued:	5th December 2025

10.1.7

OFS Application Ref:	2025-119305	Church Name:	Silverdale: St Luke
Listing:	Grade II	Archdeaconry:	Stoke-Up-on-Trent
Proposal:	Replacement boilers for heating system		
DAC Consultee:	Malcolm Price	Date NoA Issued:	12th December 2025

10.1.8

OFS Application Ref:	2025-112778	Church Name:	Shrewsbury: St Chad
Listing:	Grade I	Archdeaconry:	Salop
Proposal:	Changing position of two of the treble bells, re-roping three bells, and strengthening the wooden bell frame (dated 1798) [confirmation of final details under delegated authority]		
DAC Consultee:	Peter Woollam	Date NoA Issued:	16th December 2025

10.1.9

OFS Application Ref:	2025-108859	Church Name:	Chasetown: St Anne
Listing:	Grade II*	Archdeaconry:	Lichfield
Proposal:	Creation of hospitality and children's area in the nave (TMRO no. 2024-093587 converted to faculty) [confirmation of final details under delegated authority]		
DAC Consultee:	Adrian Mathias	Date NoA Issued:	20th December 2025

10.1.10

OFS Application Ref:	2021-064657	Church Name:	Calton: St Mary the Virgin
Listing:	Grade II	Archdeaconry:	Stoke-upon-Trent
Proposal:	Creation of rear extension for toilet and kitchenette, and alterations to the external south pathway and church gateway [confirmation of final details under delegated authority]		
DAC Consultee:	Bryan Martin	Date NoA Issued:	20th December 2025

10.1.11

OFS Application Ref:	2025-116613	Church Name:	Eaton Constantine & Wroxeter: St Mary
Listing:	Grade II	Archdeaconry:	Salop
Proposal:	Restoration of the 1762 Henry Millar organ [confirmation of final details under delegated authority]		
DAC Consultee:	Nigel de Gaunt-Allcoat	Date NoA Issued:	20th December 2025

10.1.12

OFS Application Ref:	2025-116006	Church Name:	Armitage: St John the Baptist
Listing:	Grade II*	Archdeaconry:	Lichfield
Proposal:	Installation of two radiators in the Church Room		
DAC Consultee:	Malcolm Price	Date NoA Issued:	20th December 2025

10.1.13

OFS Application Ref:	2024-105460	Church Name:	Tettenhall Regis: St Michael & All Angels
Listing:	Grade II	Archdeaconry:	Walsall
Proposal:	Installation of two replacement gas boilers (granted under interim faculty no. 5281)		
DAC Consultee:	Andrew Baker	Date NoA Issued:	20th December 2025

10.1.14

OFS Application Ref:	2025-122520	Church Name:	Salt: St James the Great
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Repair of apex stone and replacement of lightening conductor (granted under interim faculty no. 5431)		
DAC Consultee:	Bryan Martin	Date NoA Issued:	20th December 2025

10.1.15

OFS Application Ref:	2025-117771	Church Name:	Weston-under-Lizard: St Andrew
Listing:	Grade I	Archdeaconry:	Lichfield
Proposal:	Repairs and improvements to the churchyard paths, steps, boundary wall and vegetation		
DAC Consultees:	Andy Smith; Mark Stewart	Date NoA Issued:	22nd January 2026

10.1.16

OFS Application Ref:	N/A – private faculty no. 5421	Church Name:	Aston: St Saviour
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Addition of an inscription to [REDACTED] and [REDACTED], to the reverse of an existing memorial to [REDACTED], their son, within the churchyard		
DAC Consultees:	Ven Dr Megan Smith (lead) (Archdeacons corporately)	Date NoA Issued:	28th January 2026

† Acting DAC Adviser

Decision: The faculty applications processed by delegated authority were noted

Action: None

10.2 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 October 2023), on behalf of the full DAC

10.2.1 Kinver, St Peter (Grade I), Stephen Oliver proposed inspector

Decision: The quinquennial inspector application processed by delegated authority was noted

Action: None

11. Any other business

None this meeting

Date of next meeting: **Wednesday 25th March 2026 at 2.00 pm**
to be held by online conferencing

Giles Standing, DAC Secretary
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