

Lichfield Diocesan Advisory Committee

MINUTES

*A meeting of the Lichfield DAC was held by online conferencing
on Wednesday 15th July 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 Nick Watson, the Revd Preb Terry Bloor (Associate Archdeacon of Stoke-upon-Trent), the Revd Preb Jim Trood (Associate Archdeacon of Walsall), Andy Foster, the Revd Preb Pat Hawkins, the Revd Neil Hibbins, Adrian Mathias.
In attendance: Giles Standing (DAC Secretary), Felicity McWilliams (DAC Casework Officer), Rosie Nightingale (Diocesan Registry Clerk).
- 1.3 Apologies for absence: The Ven Dr Sue Weller, the Ven Liz Jackson, the Revd Debra Dyson (Assistant Archdeacon of Lichfield), the Revd Lynn McKeon (Assistant Archdeacon of Lichfield), the Revd Geoffrey Eze, Ed Higgins, Dr John Hunt, Bryan Martin, Candida Pino, Mark Stewart, Dr Andy Wigley, Peter Woollam.
- 1.4 Declarations of interest: The Revd Phillip Johnson (DAC Chair), item 6.2.3; Adrian Mathias, items 6.3.1, 6.4.1, 6.4.2, 8.3.1, 8.3.2; Candida Pino, items 7.3.1, 7.3.2.
- 1.5 The minutes of the previous meeting were accepted without amendment.

2. Matters arising

- 2.1 Nomination to casual vacancy following standing down of DAC member appointed from elected members of Diocesan Synod (to be appointed by Diocesan Bishop)
- 2.2 Continuation of advertising unfilled casual vacancy following standing down of DAC accessibility member (statutory position) (to be appointed by Diocesan Bishop)

Decision: The matters were noted

Action: The DAC Secretary to continue to liaise with the Diocesan Bishop regarding the filling of the casual vacancies for these statutory positions, to be appointed by the Bishop

- 2.3 Postponement of launch of Church of England's [Building Management Portal](#) (BMP) (replacement for the Online Faculty System) to October 2026 (previously August 2026)

Decision: The matter was noted

Action: The DAC Secretary and DAC Casework Officer to communicate with and train DAC members for the inaugural use of the BMP at 25th November 2026 DAC meeting

3. New matters

- 3.1 DAC annual report (2025 data) by DAC Secretary and DAC Chair delivered to, and approved by, Diocesan Synod at 30th June 2026 Synod meeting

Decision: The matter was noted (the report having been distributed to DAC members)

- 3.2 Retirement of the Revd Preb Terry Bloor (Associate Archdeacon of Stoke-upon-Trent, non ex officio DAC member), 20th August 2026

Decision: The matter was noted; the DAC Chair extended a formal vote of thanks to the DAC member, who had held that role since November 2020, and wished them well in retirement, which was echoed by the DAC members

Action: None

4. **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

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 Sheriffhales, St Mary (Grade II*) [quin. inspector: Candida Pino]
(Salop Archdeaconry)
Proposed removal of pews and organ, and new heating system (OFS [2025-119409](#)) – received informal DAC advice at 25th March 2026 DAC meeting
Date and time: to be confirmed (July 2026)
- 5.2 Shrewsbury, Holy Cross [Shrewsbury Abbey] (Grade I) [quin. inspector: Mark Newall]
(Salop Archdeaconry)
Installation of two additional floor storeys to west vestry plus access staircases (OFS [2026-128846](#)) – see also item 7.2.1 below
Date and time: to be confirmed (July 2026)

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. Stoke-upon-Trent Archdeaconry

6.1 **DAC site visit reports for approval**

- 6.1.1 Leek, All Saints, Compton (Grade I) [quin. inspector: Simon Smith]
(Stoke-upon-Trent Archdeaconry)
Internal reordering to provide an accessible porch entrance, and kitchen and toilet facilities at the west end of the nave (OFS [2025-120370](#)), 19th May 2026 (Giles Standing)

Decision: The report was approved with some minor amendments (additions)

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

- 6.1.2 Hanley, All Saints (Grade II) [project architect: Becky Gilbert-Rule]
Renovation and reordering of church (CofE Strategic Mission and Ministry Investment Board (SMMIB) funded project) (OFS [2026-127257](#)), 9th June 2026 (Giles Standing)

Decision: The report was approved by the DAC by electronic circulation ahead of the present DAC meeting

Action: None (the DAC Secretary has issued the report to the parish)

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

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

Grade II

6.2.1

OFS Application Ref:	2026-127257	Case Status:	Pre-formal consultation review
Church Code:	620408	Church Name:	Hanley: All Saints
Archdeaconry:	Stoke-upon-Trent	Parish:	Stoke-upon-Trent and Fenton
Applicant Name:	Revd Alan Gault	Quin. Inspector:	Graeme Renton [ret'd]; project architect: Becky Gilbert-Rule
Listing:	Grade II	Date of Last QI:	06-Jul-2020
Proposal:	Renovation and reordering of church (CofE Strategic Mission and Ministry Investment Board (SMMIB) funded project)		
No. of Times to DAC:	Second	Cost Est:	£600,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The Committee last considered the proposal as a DAC site visit report approved by the Committee by electronic circulation ahead of the present DAC meeting (item 6.1.2 above). The DAC previously considered the proposal as an application for informal advice at 20th May 2026 DAC meeting, when the Committee offered advice on the development of the scheme, for the renovation and reordering of the church through a Church of England Strategic Mission and Ministry Investment Board (SMMIB) funded project.

At that meeting, it was noted that the diocese needs to move at a pace, to a tight time-scale, whilst balancing the collective duty of care to the reordering of a listed building. The project is intended to lead to the reopening of what is currently a shut (not legally closed) church.

At the present meeting, the DAC carefully considered the updated proposal and the supporting documents. The Committee continued to support the principle of the proposal, but upheld 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 develop its Statements, and reaffirmed specifically that the submitted Statement of Significance does not include the standard 'Section 2: The significance of the area affected by the proposal' and 'Section 3: Assessment of the impact of the proposals' in accordance with the Church of England [guidance on Statements](#). With reference to which, the Statement should address in more detail each element of the fabric or contents affected by the proposal, to enable an assessment against the needs demonstrated by the parish.

It was also confirmed that the proposal involves matters to which [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 is not currently adequate.

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

Joinery

1. A DAC architect member confirmed that the drawn joinery information follows the proposals discussed at the DAC site visit and should be developed in more detail.
2. The view was offered that it might be preferable to have greater articulation in the rather flat arrangement of panelling/storage wall which extends the full width of the west end of the nave. The DAC architect concurred with the lighter timber finish, to match the ceiling.
3. It was noted that the question regarding the proposed wholesale removal of the then HLF-funded glass and timber partitions between the nave and north aisle remains outstanding at the present time.

Ramps

4. It was observed that there is a large amount of ramp evident to both the west end of the church and the south exit in the updated submission.
5. The DAC queried whether consideration has been given to raising the ground levels to enable a 1:21 gradient (to avoid handrails), particularly to the south.
6. It was noted that the ramp to the west could significantly affect the setting of the external pulpit and canopy. More details and potential integration are needed, and planning permission will be required.

Heating

7. A DAC Heating Adviser (in absentia) gave careful consideration to the heating options appraisal provided in the application, but which at the point of submission included three heating options. The Adviser would not support any of the three heating options. It was observed that there is no assessment of net zero carbon options.
8. The DAC identified that the parish had submitted a more up-to-date appraisal, with two options, just prior to the meeting itself, and would encourage the parish and DAC Heating Adviser to liaise (via the DAC Secretary) ongoing regarding this aspect of the scheme.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that the updated 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 Local Planning Authority (Conservation Officer). The parish should note that this does not remove any requirement for planning permission or other secular statutory consent, where applicable.

Action: The DAC Secretary to inform the applicant

Unlisted

6.2.2

OFS Application Ref:	2026-128517	Case Status:	Pre-formal consultation review
Church Code:	620308	Church Name:	Milton: St Philip and St James
Archdeaconry:	Stoke-upon-Trent	Parish:	St Philip and St James Milton

Applicant Name:	Revd Karen Petherick	Quin. Inspector:	Graham Holland
Listing:	Unlisted	Date of Last QI:	05-Aug-2020
Proposal:	Reordering of the west annexe to provide a community room		
No. of Times to DAC:	First	Cost Est:	£80,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC carefully considered the proposal and the supporting documents, at this early stage in the development of the phased reordering scheme. The Committee supported the principle of the proposal, and the parish's aim, from a missional point of view, to create a dedicated space for community-based uses within the modern (1965) west annexe. Whilst physically connected, this part of the church building is visually distinct from the body of the church, which latter area will continue to be presented and used as a worship space.

In accordance with rule 4.4 of the Faculty Jurisdiction (Amendment) Rules 2023, Statements of Significance and Needs are not required to be submitted as part of a faculty application for a church building that is not listed. In relation to which, the DAC considered that the impact of the proposed works on the fabric and internal arrangement of the unlisted 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 commended the parish for the level of detail provided within this initial submission, which application includes consideration of the proposed internal layout, as well as new fixtures and fittings, of the reordered space.
2. However, the DAC did query whether the parish's quinquennial inspector (QI architect), as professional adviser to the PCC, or a project architect, had been engaged in the process, as would be advised for such a proposal.
3. The Church of England has published a comprehensive online resource on '[Making changes to your building and churchyard](#)', which includes the above consideration, and it is recommended that the parish also consults that guidance ongoing.
4. A DAC architect member advised that a more detailed scale drawing of the cabinetry is required, together with an elevation showing how it relates proportionally to the wall against which it is to be installed.
5. Further information should also be provided regarding the proposed underfloor insulation and carpet, in relation to consideration of airflow and damp. A section through the floor build-up should be submitted, with information on how the insulation will be integrated and how damp will be mitigated (i.e. rubber-backed floor tiles are currently proposed).
6. The DAC member nominated by the National Amenity Societies advised that the parish should more precisely identify the origins of the pews for removal, noting that the location is only given as (post-war) Liverpool. The member commented that the pews looked plain but rather good, and may have originally been significant. Consideration should be given to retaining some within the final scheme, as a point of reference to their history.
7. Lastly, the Committee noted that the proposal involves matters to which [guidance on net zero carbon](#) issued by the Church Buildings Council (CBC) applies. Related to which, a DAC Heating Adviser has visited the church, and whose comments form part of the submission by the parish. The Committee would encourage the parish and DAC Heating Adviser to liaise (via the DAC Secretary) ongoing regarding this aspect of the scheme.

It was determined that external formal consultation under rule 4.5 the Faculty Jurisdiction (Amendment) Rules 2023 is not applicable, as the church building is not listed. As such, the proposal will receive the formal (statutory) advice of the DAC only. The Committee suggested that the updated 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)*

Grade I

6.2.3

OFS Application Ref:	2023-081159	Case Status:	Notification of Advice
Church Code:	620274	Church Name:	Eccleshall: Holy Trinity
Archdeaconry:	Stoke-upon-Trent	Parish:	Eccleshall
Applicant Name:	Jonathan Jones	Quin. Inspector:	Simon Smith
Listing:	Grade I	Date of Last QI:	13-Sep-2023
Proposal:	Reordering within the church: relocating two historic tombs; installing a kitchen and two toilets; improving storage and office facilities at the west end of church – the design and installation of a display area in the south aisle to form a separate faculty application (in 2026)		
No. of Times to DAC:	Sixth (in this form)	Cost Est:	£300,000
Informal Consultations:	On previous version of proposal: Church Buildings Council (CBC), Victorian Society, and Historic Buildings & Places [formerly AMS] (all no objections, defer to DAC); and Society for the Protection of Ancient Buildings (SPAB) (no objection in principle, subject to provisos)		
Formal Consultations:	On latest version of proposal on OFS (i.e. supporting documents uploaded on 31/03/2026 and 17/04/2026): Church Buildings Council (CBC) and SPAB (both no objections); Victorian Society and Local Planning Authority (Conservation Officer) (both no response by end of 42-day consultation period); and Historic England (concerns raised)		
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2022		

The DAC last considered the proposal as an application for informal advice at 26th November 2025 DAC meeting, when the Committee offered advice on the development of the scheme. At that meeting, the DAC noted that it had previously raised the question of whether the relocated Saxon stones would be best displayed in museum-style glass cabinets, as proposed by the parish, or left open (i.e. not encased) for increased ease of viewing. In response to which, in fact, the DAC observed that the design and installation of the display area in the south aisle would form a separate faculty application (to be submitted in 2026).

In relation to which, also at that meeting, the Committee confirmed its continued support for the removal of the Saxon stones from their existing location, as part of the current faculty proposal, in view of the confirmation given in the then revised submission that the conservator (Skillington Workshop Ltd) would ensure the suitable removal and storage of these items until the display area is installed under separate, subsequent faculty.

Notwithstanding these points of process, the Committee continued to support the principle of the reordering proposal, and considered that the impact of the proposed works on the fabric and contents of the listed church building had been sufficiently identified and justified.

It was reaffirmed that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is applicable. Whilst it was noted that external informal consultation (pre-application advice) had previously been undertaken, the Committee indicated that this final revised scheme should next advance to external formal consultation with the Church Buildings Council (CBC), Historic England, the Victorian Society, the Society for the Protection of Ancient Buildings (SPAB), and the Local Planning Authority (Conservation Officer), prior to receipt of formal DAC advice.

At the present meeting, the DAC carefully appraised the external formal consultation responses, and noted that no objections had been raised for consideration in the DAC's own formal advice. Whilst it was observed that Historic England had raised some concerns, the parish has provided a detailed response to these points in its final submission for formal DAC advice arising. The Committee carefully considered this parish response, which confirms that the Saxon stones will not be stored off-site at any point and that the loose carved masonry at the tower base only will be transferred during the works, for temporary, secure storage with the conservator (Skillington Workshop Ltd).

With these assurances in mind, however, the DAC resolved that the PCC must bring forward proposals for the future permanent on-site display and thereby safekeeping of all of the historic stones, such that no items are stored (rather than displayed) either off-site or within the church for any longer than is absolutely necessary. It is understood that the parish will submit this separate faculty application, for the permanent display of both sets of carved stones, this year (2026). As such, the Committee determined to recommend the proposal with provisos.

Decision: Recommend with the following proviso:

- Any stones of merit are suitably protected, whether off-site or on-site, during the course of the works.

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

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 I

6.3.1

OFS Application Ref:	2026-125906	Case Status:	Pre-formal consultation review
Church Code:	620377	Church Name:	Sandon: All Saints
Archdeaconry:	Stoke-upon-Trent	Parish:	Sandon with Burston
Applicant Name:	Stephen Butt	Quin. Inspector:	Adrian Mathias
Listing:	Grade I	Date of Last QI:	01-Dec-2020
Proposal:	Siting artwork/plaque for 10 years, redecoration of stairwell, repairs to staircase		
No. of Times to DAC:	First	Cost Est:	£10,000
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, and considered that the impact of the proposed works, including the visual impact, on the internal setting of the listed church building had been sufficiently identified and justified.

The Committee observed that the artwork, albeit of school quality, is of high social significance and valued in this community. The artwork was originally designed as a temporary installation whilst the Lady Chapel window was removed for repairs. It was noted that the artwork would now be on display for a limited, ten year, period, and positioned in the south-west corner (stair tower), such that the artwork would not be too prominent in wider views of the Grade-I-listed interior.

With this decade of display in mind, and the possibility that the history and context of the piece may not be fully recalled at the end of that period, the DAC recommended that the parish should make a record in the present that captures the process of the artwork's commissioning, original display (during the window conservation project), and subsequent (fixed-term) rehanging.

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

Redecoration of stairwell

1. A DAC architect member offered the view that the decoration to the stairwell area, where the artwork is to be hung, does look to be in need of tidying.
2. It was noted that the specification is from Keim (Mineral Paints Ltd). This covers preparation and application of a breathable mineral paint, which is supportable, subject to the standard proviso that care should be taken to check for any early or otherwise interesting wall paintings.

Repairs to staircase

3. It was observed that this is a relatively simple proposal, albeit that the staircase does have good-quality carved caps and bases to the newels. A DAC architect member commented that the application does not refer in detail to the significance of the stair, but it seems likely to be of 18th- or 19th-century origin.
4. The DAC confirmed that it does indeed appear to be in need of repair, probably to the treads and the underlying structures. However, a specification and possibly a drawing are required, in order to identify and clarify the works actually proposed.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is not applicable. As such, the Committee indicated that the revised scheme, when further developed, should be resubmitted for formal DAC advice. The Committee resolved that the giving of such formal DAC advice could be processed by [delegated authority](#), between DAC meetings, in accordance with the [Lichfield DAC Delegated Authority Policy](#) (Amended October 2023).

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

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

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

None this meeting

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

Grade I

6.4.1

OFS Application Ref:	2026-129181	Case Status:	Notification of Advice
Church Code:	620435	Church Name:	Burton-on-Trent: St Modwen
Archdeaconry:	Stoke-upon-Trent	Parish:	St Modwen Burton-on-Trent
Applicant Name:	Revd Preb Dr Robin Trotter	Quin. Inspector:	Adrian Mathias
Listing:	Grade I	Date of Last QI:	16-May-2024
Proposal:	Disposal of the Hope-Jones organ console, 1900, by gift (donation) to the Reed Organ Workshop (the Organ Museum), having previously been on loan to the Lancastrian Theatre Organ Trust (now closed) from the church		
No. of Times to DAC:	First	Cost Est:	Nil
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC carefully considered the proposal and the supporting documents, including the Statements of Significance and Needs. It was noted that this application formed an equivalent, but separate, proposal from another church in Burton-on-Trent alongside (item 6.4.2 below).

The Committee supported the principle of the proposal, and considered that the impact of the proposed works on the internal setting and existing contents of the listed church building, whereby the organ console is not proposed to be reintroduced into the church, had been sufficiently identified and justified.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is not applicable, and specifically that rule 4.6(2)(a), relating to consultation with the Church Buildings Council (CBC) on the disposal of an article of special historic, architectural, archaeological or artistic interest, does not apply.

The Committee resolved that the application should advance to the giving of formal DAC advice accordingly, and that such formal DAC advice could be processed by [delegated authority](#), between DAC meetings, through consultation with the DAC Organ Adviser, in accordance with the [Lichfield DAC Delegated Authority Policy](#) (Amended October 2023).

The Archdeacon of Stoke-upon-Trent recommended that the parish might seek dispensation from public notice from the Diocesan Chancellor, under rule 6.7 of the Faculty Jurisdiction Rules, as the organ console is understood to be attracting storage costs for the current (closed) museum. Alternatively, if required, the Archdeacon indicated that the application might be processed as an Archdeacon's Licence for Temporary Minor Re-ordering (TMRO), to expedite approval for the same reason.

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

*Grade II**

6.4.2

OFS Application Ref:	2026-129308	Case Status:	Notification of Advice
Church Code:	620436	Church Name:	Burton-on-Trent: St Paul
Archdeaconry:	Stoke-upon-Trent	Parish:	Burton St Aidan and St Paul
Applicant Name:	John Woolley	Quin. Inspector:	Adrian Mathias
Listing:	Grade II*	Date of Last QI:	20-Jun-2024
Proposal:	Disposal of the Hope-Jones organ console, 1894, by gift (donation) to the East Midlands Cinema Organ Association, having previously been on loan to the Lancastrian Theatre Organ Trust (now closed) from the church		
No. of Times to DAC:	First	Cost Est:	Nil
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC carefully considered the proposal and the supporting documents, including the Statements of Significance and Needs. It was noted that this application formed an equivalent, but separate, proposal from another church in Burton-on-Trent alongside (item 6.4.1 above).

The Committee supported the principle of the proposal, and considered that the impact of the proposed works on the internal setting and existing contents of the listed church building, whereby the organ console is not proposed to be reintroduced into the church, had been sufficiently identified and justified.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is not applicable, and specifically that rule 4.6(2)(a), relating to consultation with the Church Buildings Council (CBC) on the disposal of an article of special historic, architectural, archaeological or artistic interest, does not apply.

The Committee resolved that the application should advance to the giving of formal DAC advice accordingly, and that such formal DAC advice could be processed by [delegated authority](#), between DAC meetings, through consultation with the DAC Organ Adviser, in accordance with the [Lichfield DAC Delegated Authority Policy](#) (Amended October 2023).

The Archdeacon of Stoke-upon-Trent recommended that the parish might seek dispensation from public notice from the Diocesan Chancellor, under rule 6.7 of the Faculty Jurisdiction Rules, as the organ console is understood to be attracting storage costs for the current (closed) museum. Alternatively, if required, the Archdeacon indicated that the application might be processed as an Archdeacon's Licence for Temporary Minor Re-ordering (TMRO), to expedite approval for the same reason.

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

6.5 Landscaping in relation to a listed or unlisted church building

None this meeting

6.6 Casework from Diocesan Registry

None this meeting

7. Salop 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:	2026-128846	Case Status:	Pre-formal consultation review
Church Code:	620563	Church Name:	Shrewsbury: Holy Cross [Shrewsbury Abbey]
Archdeaconry:	Salop	Parish:	Holy Cross, Shrewsbury
Applicant Name:	Hugh Peate	Quin. Inspector:	Mark Newall
Listing:	Grade I	Date of Last QI:	01-Jun-2022
Proposal:	Installation of two additional floor storeys to west vestry plus access staircases		
No. of Times to DAC:	First	Cost Est:	£55,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC carefully considered the proposal and the supporting documents, at this early stage in the development of the reordering scheme. The Committee did not wholly support the principle of the proposal, and 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 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 indicated that the parish has recently lost access to a former parish hall, following pastoral reorganisation, and that there is a clear need for a flexible space.
2. The Archdeacon noted that the proposed location is in a corner at the rear of the building, where use of the porches directs foot traffic away, and that the intervention may not be as intrusive in practice as it might appear on paper.
3. Whilst the Committee concurred with these points, the DAC also observed that there is limited information provided by the parish, and no information on the wider context of the church.
4. The intention of the scheme is to make better use of the unused volume within the west vestry by inserting two mezzanine floors. The use of this space could potentially be supported subject to details.

5. However, it was noted that the new mezzanine floors will cross over existing window openings (no details or photos provided), and that the ground floor meeting room/vestry will have no natural daylighting or ventilation – will this be usable?
6. The relationship with existing windows looks poor on the section drawings, and no information is provided on the windows. If the meeting room is to be relocated to the first floor, how would disabled visitors access the space, and is there a sufficient means of fire escape for all users?
7. The access to the new first-floor room will require an opening to be formed in the stone wall to an entrance lobby immediately to the east. The proposed spiral stair (radius) will be very tight at 750 mm between handrails and will require the removal and relocation of an adjacent statue and plinth (no new location given).
8. The staircase at c. 1600 mm diameter will dominate the relatively narrow space around the entrance lobby and partially conceal the view of the central stone wall plaque which is to remain in situ (no details given). The area looks very busy in the section provided.
9. The insertion of a rooflight to give access to an inaccessible valley from the second-storey store room is acceptable subject to details and assuming that it is not visible from ground level.
10. The DAC identified that the parish had submitted a more up-to-date plan drawing, as a second iteration, just prior to the meeting itself, but noted that the drawing number (without a revision letter) was the same as that originally submitted for comment. The versions of these and any future drawings should be sequentially labelled accordingly.
11. A DAC architect member indicated that the proposed landing, on the latest drawing, does help to pull the spiral staircase away from the statue and leaves the latter in situ.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 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, and to co-ordinate a DAC site visit

*Grade II**

7.2.2

OFS Application Ref:	2026-128957	Case Status:	Pre-formal consultation review
Church Code:	620488	Church Name:	Hordley: St Mary the Virgin
Archdeaconry:	Salop	Parish:	Weston Lullingfield and Hordley
Applicant Name:	Revd Linda Cox	Quin. Inspector:	Geraint Roberts
Listing:	Grade II*	Date of Last QI:	01-Sept-2023
Proposal:	Installation of a composting toilet in the churchyard		
No. of Times to DAC:	First	Cost Est:	£8,300
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, 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. This should be addressed within the supporting documents rather than the Statements, which are sufficient for the application to progress.

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

1. The Committee affirmed that the church building is Grade II* listed, with Norman origins, 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'.
2. In principle the need for a toilet is accepted, but great care will need to be taken with the location and design/materials.
3. The proposed location is to the rear of the church and will be more hidden from public view, but it is still close to the listed church building (an element of proximity being necessary due to the nature of the facility).
4. As part of the application for formal (statutory) DAC advice, the parish should show consideration of all suitable locations within the churchyard (akin to an options appraisal or a 'pros' and 'cons' summary document), as a justification for the position chosen.
5. The DAC member nominated by the Local Government Association commented that, as a detached structure within the curtilage of a listed building, planning permission will need to be addressed.
6. The Local Planning Authority should initially be consulted to confirm what application it would expect. Archaeological consultation may also be required due to the location within a medieval churchyard (which would also fall under the requirements for faculty permission).
7. Overall, the Committee cautioned that whilst a composting toilet, on a site with no running water, is a solution, the nature and small size of the proposed waste collection unit will require ongoing monitoring and attention by the parish (i.e. emptying and resetting).
8. Consideration should also be given to the possible impact of odour on the immediate surroundings, in relation to visitors to the adjacent graveyard and neighbouring buildings.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that the updated 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 the Local Planning Authority (Conservation Officer). It is also recommended that the parish makes contact now with the Local Planning Authority on the separate matter of planning permission for these external development works.

Action: The DAC Secretary to inform the applicant

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

*Grade II**

7.2.3

OFS Application Ref:	2025-112545	Case Status:	Notification of Advice
Church Code:	620480	Church Name:	Sambrook: St Luke
Archdeaconry:	Salop	Parish:	St Luke Sambrook
Applicant Name:	Martin Evans	Quin. Inspector:	Mark Newall
Listing:	Grade II*	Date of Last QI:	11-Mar-2022

Proposal:	New kitchen and accessible toilet		
No. of Times to DAC:	Third (first as formal)	Cost Est:	£60,000
Formal Consultations:	Historic England and Local Planning Authority (Conservation Officer) (both no objections); and Victorian Society (query raised but defer to DAC)		
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 25th March 2026 DAC meeting, when the Committee offered advice on the development of the scheme. At that meeting, the DAC carefully considered the joint written response from the parish and their QI architect, and confirmed that the matters previously raised by the Committee's informal advice had been addressed. The DAC confirmed its support for the existing drawn and specified scheme, as designed by the QI architect.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee indicated that the application should be resubmitted for external formal consultation with Historic England, the Victorian Society, and the Local Planning Authority (Conservation Officer), prior to receipt of formal DAC advice.

At the present meeting, the DAC carefully appraised the external formal consultation responses, and noted that no objections had been raised for consideration in the DAC's own formal advice. Whilst it was observed that the Victorian Society had raised a query, that body has deferred to the DAC. Further to which, the parish has provided a detailed response to the query in its final submission for formal DAC advice arising. The Committee carefully considered this parish response, and determined to recommend the proposal.

Decision: Recommend

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

7.3 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**

7.3.1

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:	Second	Cost Est:	£75,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 11th February 2026 DAC meeting, when the Committee offered advice on the development of the scheme.

At the present meeting, the DAC carefully considered the updated proposal and the supporting documents, including the Statements of Significance and Needs. The Committee continued to support 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, and considered that the impact of the proposed works, including the visual impact, on the internal setting of the listed church building had been sufficiently identified and justified.

It was reaffirmed 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.

The DAC confirmed that the matters previously raised by the Committee's informal advice had been considered, and written responses submitted by the parish and the proposed supplier/installer.

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

1. The Committee commented that the new 'Cable 1' cabling route shows a somewhat crude horizontal run over the doorway. This instead needs to follow the soffit of the pitched roof.
2. The depiction 'Cable 3' looks somewhat obtrusive. It was queried whether the upper run is near the wall-plate, as it needs to be. It was also questioned whether anything can be done to mitigate the impact of the lower run.
3. Whilst the DAC previously suggested that consideration should be given to the heaters being matte black, the Committee determined that this would be most advantageous if the units were nearer the roof structures. As proposed, the DAC would support the usual bronze units.
4. The DAC Heating Adviser (in absentia) reaffirmed some cautionary comments as follows:
 - The previous concerns raised regarding the poor heating effectiveness of four 9.6 kW Herschel 'Halo' chandelier-style infrared heaters mounted at 4.9 m above floor level still stand.
 - Making the statement that 21°C would be achieved, even if 'perceived', could be misleading.
 - The latest 'Mock Up 1' and '2' images show two chandeliers in the nave and one each in the north and south aisles, but none in the chancel. Therefore, an additional chandelier would be required at a considerable cost.
 - The 'Gripple' suspension system is more suited to industrial or commercial installations of ductwork or cable trays. Presumably, the suspension wire would be wrapped over the trussed rafters.
 - No account has been taken of providing a suitable source of heating in the vicinity of the organ, if required.

With all these points in mind, the DAC 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. The Committee reiterated 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'.

Overall, and notwithstanding the sustained advice of the DAC Heating Adviser, the DAC resolved to support the installation as proposed, pending parish consideration of the points above. As a proviso to which, the Committee would seek that the PCC keeps a careful record of the project outcomes, including qualitative feedback from parishioners and other building users, as well as quantitative readings, which may further inform DAC, and diocesan, views of the Herschel 'Halo' system in real settings.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee indicated that the application should be resubmitted for external formal consultation with Historic England, the Victorian Society, and the Local Planning Authority (Conservation Officer), prior to receipt of formal DAC advice.

Action: The DAC Secretary to inform the applicant

7.3.2

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:	Second	Cost Est:	£25,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The DAC last considered the proposal as an application for informal advice at 11th February 2026 DAC meeting, when the Committee offered advice on the development of the scheme. At the present meeting, the DAC continued to support 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.

However, as previously, the DAC reaffirmed 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 existing 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 also reaffirmed 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.

The DAC confirmed that the matters previously raised by the Committee's informal advice had been considered, and a written response submitted by the parish.

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

1. The Committee commented that in connection with the 'Constraints' section of the parish reply, they will surely need three-phase, one way or another.
2. In relation to the 'Options' section of the same, the DAC concurred that the idea of using wall-mounted heaters to the front and rear, with chandeliers to the main open space, is probably workable in terms of heating. However, it was queried what evidence exists that wall-mounted heaters will not work in the main open space at the level of the heavy timber rail. Conversely, the Committee recognised that the parish has confirmed that they will not be having lights on the chandeliers, which is helpful.
3. The DAC provided some further points, in view of the resubmission, specifically that having the chandeliers on the trusses, with the existing ornate light fittings on the bays between, may just give enough separation, judging from the original marked-up photo in the Shadow chandelier specification. The wall fittings still look somewhat 'clunky', and they definitely need to be a stone colour.
4. The DAC Heating Adviser (in absentia) offered the following additional comments:
 - The previous concerns raised regarding the installation of the two chandeliers still stand.
 - Medium or long wave infrared heaters could be installed on the wall space above the decorative timber rail (see photograph in the Shadow specification).
 - The parish assessment of under-pew heaters is accepted.
 - A quotation for the electrical installation, describing the wiring routes, should be ascertained.

With all these points in mind, the DAC 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. The Committee reiterated 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'.

Overall, and pending parish consideration of the points above, it was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee suggested that a small delegation of the DAC, constituting the Archdeacon of Salop, the DAC member nominated by the National Amenity Societies, and the DAC Heating Adviser, should undertake a site visit, to meet with parish representatives, and perhaps the quinquennial inspector (QI architect), at the church.

The revised scheme, when further developed following the delegated DAC site visit, should then be resubmitted for external formal consultation with Historic England, the Victorian Society, and the Local Planning Authority (Conservation Officer), prior to receipt of formal DAC advice.

Action: The DAC Secretary to inform the applicant, and to co-ordinate a delegated DAC site visit

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

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. Lichfield Archdeaconry

8.1 DAC site visit reports for approval

None this meeting

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

None this meeting

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*)

None this meeting

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

Grade II*

8.3.1

OFS Application Ref:	2024-093646	Case Status:	Notification of Advice
Church Code:	620078	Church Name:	Colwich: St Michael and All Angels
Archdeaconry:	Lichfield	Parish:	Colwich
Applicant Name:	Annabelle Davys	Quin. Inspector:	Adrian Mathias
Listing:	Grade II*	Date of Last QI:	26-Sep-2023
Proposal:	Installation of 3 large LED screens		
No. of Times to DAC:	Second	Cost Est:	£6,000
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 the present meeting, the DAC continued to support the principle of the proposal, to improve on the currently precarious table-mounted installation, and considered that the visual impact of the proposed works on the interior of the listed church building had been sufficiently identified and justified.

The DAC confirmed that the matters previously raised by the Committee's informal advice had been considered, and a written response submitted by the parish.

Specifically, the Interim DAC Audio-Visual Adviser (in absentia) reaffirmed their support for the technical aspects of the new installation. The Adviser confirmed that whilst the screens are somewhat large (75"), the argument is accepted that this size screen has been in use and has proved to give acceptable visual clarity for the congregation. Furthermore, the DAC commended the new collar system, which allows for the screens to be rotated out of direct view when not in use, and the incorporation of a smaller confidence monitor, at closer range, for use by the clergy.

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 proviso:

- The parish should ensure that the screens are rotated out of view when not in use, to mitigate the impact of the installation on the listed interior of the church.

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

8.3.2

OFS Application Ref:	2025-112076	Case Status:	Notification of Advice
Church Code:	620037	Church Name:	Lichfield: St Michael
Archdeaconry:	Lichfield	Parish:	Lichfield St Michael and St Mary
Applicant Name:	Alan Toplis	Quin. Inspector:	Adrian Mathias
Listing:	Grade II*	Date of Last QI:	02-Jul-2024
Proposal:	Upgrading of the audio-visual system		
No. of Times to DAC:	Second	Cost Est:	£10,000
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 the present meeting, the DAC continued to support the principle of the proposal, and the method for attaching LED display screens to fabric with a removable collar system, and considered that the visual impact of the proposed works on the interior of the listed church building had been sufficiently identified and justified.

The DAC confirmed that the matters previously raised by the Committee's informal advice had been considered, and a written response submitted by the parish.

Specifically, the Interim DAC Audio-Visual Adviser (in absentia) reaffirmed their support for the technical aspects of the installation, including the mounting of the 43" LED display screens as described on the front two columns. The mounting method is non-destructive and whilst there is visual intrusion, the approach that has been arrived at minimises the aesthetic disturbance and achieves considerable public benefit through reducing the blind spots currently experienced.

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.

Decision: Recommend

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

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

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

None this meeting

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

Grade II*

8.4.1

OFS Application Ref:	2026-130066	Case Status:	Notification of Advice
Church Code:	620060	Church Name:	Wheaton Aston: St Mary
Archdeaconry:	Lichfield	Parish:	Lapley
Applicant Name:	Revd Alex Keen	Quin. Inspector:	Simon Smith
Listing:	Grade II*	Date of Last QI:	23-Oct-2024
Proposal:	Disposal of two freestanding choir stalls		
No. of Times to DAC:	First	Cost Est:	Nil
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 noted that the choir stalls proposed for disposal were previously retained under faculty no. 3281, granted on 27th June 2007, as part of a wider reordering at that time, which included the replacement of pews with flexible seating. However, it was not a condition of the faculty that these choir stalls should be retained at that time or afterwards.

The Committee supported the principle of the current proposal, and considered that the impact of the proposed works on the contents and internal arrangement of the listed church building had been sufficiently identified and justified. The DAC member nominated by the National Amenity Societies concurred that the choir stalls are not significant as furniture.

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.

Decision: Recommend

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

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. Walsall 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

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

None this meeting

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

Grade II*

9.2.1

OFS Application Ref:	2022-076400	Case Status:	Notification of Advice
Church Code:	620122	Church Name:	Pattingham: St Chad
Archdeaconry:	Walsall	Parish:	Pattingham and Patshull
Applicant Name:	Geoffrey Dann	Quin. Inspector:	Simon Smith
Listing:	Grade II*	Date of Last QI:	21-Apr-2022
Proposal:	Reordering and internal alternations to nave north aisle		
No. of Times to DAC:	Fourth (first as formal)	Cost Est:	£100,000 [original scheme]
Formal Consultations:	Historic England (no objections); Victorian Society (no objections, defer to DAC); and Local Planning Authority (Conservation Officer) (awaited at time of agenda circulation). Also consulted (as informal advice previously sought by PCC/QI architect): Society for the Protection of Ancient Buildings (SPAB) (no comment); Historic Buildings & Places [formerly AMS] (no response by end of 42-day consultation period)		
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2022		

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. Specifically, the DAC encouraged the parish to seek advice from a DAC Heating Adviser (via the DAC Secretary) on the proposed heaters within the proposal, including their visual appearance and operational considerations.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2022 is applicable. The Committee indicated that the revised application should be resubmitted for external formal consultation, prior to receipt of formal DAC advice.

At the present meeting, the DAC carefully considered the updated proposal and the supporting documents, including the Statements of Significance and Needs, and confirmed that the matters previously raised by the Committee's informal advice had been addressed. The DAC 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.

It was confirmed that the proposal involves matters to which [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 is adequate.

The DAC carefully appraised the external formal consultation responses, and noted that no objections had been raised for consideration in the DAC's own formal advice. As such, the Committee determined to recommend the proposal.

Decision: Recommend

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

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

None this meeting

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:	2025-114628	Church Name:	Shenstone: St John Baptist
Listing:	Grade II	Archdeaconry:	Lichfield
Proposal:	Relocate stained glass window of St John the Baptist (patron saint), currently hidden by false ceiling of meeting room at back of church, to replace the plain glass window on south side of nave, next to entrance door [confirmation of technical details under delegated authority]		
DAC Consultee:	Candida Pino	Date NoA Issued:	15th May 2026

10.1.2

OFS Application Ref:	2025-118052	Church Name:	Eccleshall: Holy Trinity
Listing:	Grade I	Archdeaconry:	Stoke-Upon-Trent

Proposal:	Renovation of stained glass windows, to be phased over next 5 years [confirmation of technical details under delegated authority]		
DAC Consultee:	Candida Pino	Date NoA Issued:	15th May 2026

10.1.3

OFS Application Ref:	2024-102178	Church Name:	Forton: All Saints
Listing:	Grade II*	Archdeaconry:	Salop
Proposal:	Introduction of an accessible toilet within a new wooden enclosure, adjacent to the existing internal porch, and associated repair and relocation of the 18th-century marble font, within the scheme [confirmation of technical details under delegated authority]		
DAC Consultee:	Candida Pino	Date NoA Issued:	15th May 2026

10.1.4

OFS Application Ref:	2026-127695	Church Name:	Leek: All Saints, Compton
Listing:	Grade I	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Replacement of boiler flue (granted under interim faculty no. 5457)		
DAC Consultee:	Andrew Baker	Date NoA Issued:	29th May 2026

10.1.5

OFS Application Ref:	2026-125830	Church Name:	Alton: St Peter
Listing:	Grade II*	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Replacement of the gas boiler		
DAC Consultee:	Malcolm Price; Bryan Martin	Date NoA Issued:	10th June 2026

10.1.6

OFS Application Ref:	2026-128403	Church Name:	Blymhill: St Mary
Listing:	Grade I	Archdeaconry:	Lichfield
Proposal:	Remove existing internal oil fired boiler (defunct) and install new external oil fired boiler (granted under interim faculty no. 5447)		
DAC Consultee:	Malcolm Price	Date NoA Issued:	10th June 2026

10.1.7

OFS Application Ref:	N/A – faculty amendment	Church Name:	Selattyn: St Mary
Listing:	Grade I	Archdeaconry:	Salop
Proposal:	Amendment to faculty no. 2024-102900, for the proposed relocation of one infrared heater and installation of one additional heater [confirmation of technical details under delegated authority]		
DAC Consultee:	Malcolm Price	Date NoA Issued:	26th June 2026

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 Selattyn, St Mary (Grade I), Geraint Roberts proposed inspector

10.2.2 Gobowen, All Saints (unlisted), Geraint Roberts proposed inspector

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

Action: None

11. Any other business

None this meeting

Date of next meeting: **Wednesday 23rd September 2026 at 2.00 pm**

to be held by online conferencing –

the final meeting using the Online Faculty System (OFS)

Giles Standing, DAC Secretary

giles.standing@lichfield.anglican.org

Felicity McWilliams, DAC Casework Officer

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