

Lichfield Diocesan Advisory Committee

MINUTES

*A meeting of the Lichfield DAC was held by online conferencing
on Wednesday 25th March 2026 at 2.00 pm*

1. Introduction

1.1 The opening prayer was said by the Revd Preb Terry Bloor (Associate Archdeacon of Stoke-upon-Trent).

1.2 Present: The Revd Phillip Johnson (DAC Chair), the Ven Dr Megan Smith (DAC Vice Chair), the Ven Nick Watson, the Ven Dr Sue Weller, the Revd Preb Terry Bloor (Associate Archdeacon of Stoke-upon-Trent), Andy Foster, the Revd Preb Pat Hawkins, the Revd Neil Hibbins, Ed Higgins, Dr John Hunt, Adrian Mathias, Mark Stewart, Dr Andy Wigley, Peter Woollam.

In attendance: Giles Standing (DAC Secretary), Felicity McWilliams (DAC Casework Officer), the Ven Dr Barry Wilson (chair of diocesan Church Buildings Strategy Working Group).

1.3 Apologies for absence: The Ven Liz Jackson, the Revd Debra Dyson (Assistant Archdeacon of Lichfield), the Revd Lynn McKeon (Assistant Archdeacon of Lichfield), the Revd Geoffrey Eze, Candida Pino, Bryan Martin.

1.4 Declarations of interest: Adrian Mathias, items 6.2.2, 6.3.1, 8.2.1; Candida Pino, item 9.2.2.

1.5 The minutes of the previous meeting were accepted without amendment.

2. Matters arising

2.1 Unfilled casual vacancy following standing down of DAC member appointed from elected members of Diocesan Synod, from 16th January 2026

Decision: The matter was noted

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

3. New matters

3.1 Standing down of the Revd Preb Jo Farnworth (Associate Archdeacon of Salop) as DAC member (non ex officio), 10th March 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 February 2022

Action: None

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

4.1.1 Ryton, St Andrew (organ), 19th February 2026 (Nigel Allcoat), Salop Archdeaconry

Decision: The aspects within the report directly relating to the organ were approved without amendment; the Committee to undertake a DAC site visit upon receipt of additional information from the parish regarding proposals for internal reordering (including organ relocation)

Action: The DAC Secretary to issue the report to the parish, highlighting the decision of the DAC (above)

- 4.1.2 Checkley, St Mary and All Saints (bells), 25th February 2026 (Peter Woollam)
Stoke-upon-Trent Archdeaconry

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

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

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 Penkridge, St Michael and All Angels (organ), 5th March 2026 (Nigel Allcoat)
Lichfield Archdeaconry
- 4.2.2 Denstone, All Saints (trees), 5th March 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
- 5.2 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](#)) – received informal DAC advice at 11th February 2026 DAC meeting
Date and time: 19th May 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. Lichfield Archdeaconry

6.1 DAC site visit reports for approval

None this meeting

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

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

Unlisted

6.2.1

OFS Application Ref:	2025-117795	Case Status:	Pre-formal consultation review
Church Code:	620022	Church Name:	Fradley: St Stephen
Archdeaconry:	Lichfield	Parish:	Alrewas
Applicant Name:	Revd Elizabeth Wall	Quin. Inspector:	Joanna Lawton
Listing:	Unlisted	Date of Last QI:	20-Nov-2023
Proposal:	Reordering of the inside of the church, to create a new entrance lobby, remove pews, level the floor, and make the space more accessible for community and church use		
No. of Times to DAC:	Second	Cost Est:	£100,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

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 supported the principle of the proposal, and the parish’s aim, from a missional point of view, to create a welcoming space for people to come in to a church environment. The Committee considered, though, that the impact of the proposed works on the internal setting and layout of this characterful 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. In relation to which, and 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 the development of the scheme, the DAC offered the following final advice:

1. The Archdeacon of Lichfield commended the principle of the scheme, including the likely future use of this Chapel of Ease for community use and opportunities for mission. It was noted that the increase in population in Fradley is going to be larger than the current population of Alrewas, in which the parish church of All Saints is situated.
2. In connection with the parish’s written response to the previous informal DAC advice, the Committee observed that it is proposed that two pews are retained at the front of the church, perhaps for choir use, which the Committee considered to be supportable. If a few more pews could be retained, along the nave walls, then this would be preferred.

3. It was confirmed that the proposed relocated font would be moved 1m from the south wall, in response to previous advice, but that the new internal lobby is not to be included in the scheme, on grounds of cost.
4. The DAC cautioned against the proposal to incorporate additional red, heavy duty carpet, further to the existing red carpet within the church. Concerns were raised on grounds of aesthetics and questions of breathability, as well as the impact on the preserved Victorian character of the space, such that this aspect of the scheme should be reconsidered. A compromise may be a more 'stone'-coloured carpet, of a suitable specification.
5. As part of which, the parish might carefully investigate the nature of the original floor underneath the present carpet, such as if it is tiled, with a view to its restoration and display (as an alternative to carpet).
6. Separately, the Committee also queried, from a technical and safety standpoint, the proposed removal and re-siting of existing pew heaters along the north and south walls.
7. In connection with the new drawing (no. 36-01-22-50) by the QI architect for the west end cupboards, a DAC architect member indicated that the design is neat and tidy, if a little monotonous. Much of the framework appears to be concealed behind the doors, and kitchen-type hinges are proposed. Expressing the framing, and using traditional book-hinges, would give a little more character.
8. In relation to the proposed chairs, the Committee observed the intention to introduce the 'Bethel Chair' by Trinity Church Furniture, with upholstered seat and back. The DAC recommended that the back upholstery should be omitted, and further cautioned against the adoption of red cloth (as with the carpet, above).
9. Lastly, the DAC member nominated by Historic England suggested that a photographic record of the present interior layout is made, and retained, as part of the actual works.

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 formal DAC advice.

Action: The DAC Secretary to inform the applicant

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

*Grade II**

6.2.2

Case Reference No.:	2022-069439	Case Status:	Application in formal consultation
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:	Extension to south side of church, to provide rooms to replace church hall and office facilities (now demolished, on another site)		
No. of Times to DAC:	Fifth (first as formal)	Cost Est:	£1,055,000
Informal Consultations:	Historic England; Victorian Society; Society for the Protection of Ancient Buildings (SPAB); Local Planning Authority (Conservation Officer) – previously received (via OFS) on earlier version of proposal (2025)		

Formal Consultations:	Historic England; Victorian Society; Society for the Protection of Ancient Buildings (SPAB); Local Planning Authority (Conservation Officer) – all awaited (via OFS) at time of agenda circulation (42-day statutory consultation deadline is 24th March 2026)
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2019

The Committee last considered the proposal as a DAC site visit report approved at 24th September 2025 DAC meeting and as a post-visit addendum at that meeting. The addendum confirmed that since the DAC site visit, and prior to that DAC meeting, the QI architect had submitted a covering letter encompassing a Design Statement, as well as updated draft and sketch (CAD) drawings of the revised ground plan and elevations, and new photos of stone samples set against existing ashlar masonry on site.

At that DAC meeting, the Committee also confirmed its support for the details in the updated scheme and associated supporting documents, subject to three final points of informal DAC advice for consideration/clarification.

At the present meeting, the DAC noted that external informal (pre-application) advice had previously been sought on an earlier version of proposal (in 2025), and that the PCC had now initiated external formal (statutory) consultation with Historic England, the Victorian Society, the Society for the Protection of Ancient Buildings (SPAB), and the Local Planning Authority (Conservation Officer), which responses are required to be considered by the DAC in the giving of its own formal advice, at this meeting.

The DAC carefully appraised the external formal consultation responses received, from Historic England and the Victorian Society, and noted that no formal objections had been raised for consideration in the DAC's own formal advice. However, the contents of those responses indicate that the latest scheme is not presently considered to be wholly supportable by those bodies.

Moreover, the QI architect had made the DAC aware, prior to the meeting, that there is a discrepancy between some of the latest drawings (submitted for external formal consultation). The plans have moved the new building to line through with the east end of the church, which is correct, but the south elevation drawings do not reflect this change. The architect has accordingly submitted revised south elevations through the DAC Office.

With these external responses, and updated drawings, in mind, the DAC recommended that the parish and their architect might seek to respond to those same bodies, in written and/or drawn format, via the OFS application. Alongside which, the revised south elevation drawings would be subject to a required 21-day period of external formal re-consultation, prior to receipt of formal DAC advice, as this constitutes a 'material change' to the proposal under rule 4.8 of the Faculty Jurisdiction (Amendment) Rules 2019.

As such, the Committee determined to defer the giving of final, formal advice. Notwithstanding these issues, the DAC reaffirmed its support for the latest version of the scheme, which reflects both the DAC-approved site visit report and related addendum.

Decision: Defer

Action: The DAC Secretary to inform 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:	2026-124361	Case Status:	Pre-formal consultation review
Church Code:	620104	Church Name:	Tamworth: St Editha
Archdeaconry:	Lichfield	Parish:	Tamworth
Applicant Name:	John Mulvey	Quin. Inspector:	Adrian Mathias
Listing:	Grade I	Date of Last QI:	01-Dec-2020
Proposal:	Installation of leaded lights into internal west window of nave at base of tower		
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, including the Statements of Significance and Needs. The Committee supported the principle of the proposal, in terms of the parish seeking to mitigate the effects of cold draughts in the area of the new facilities (café, shop etc.) and following the installation of more efficient gas boilers (having had due regard to statutory [guidance on net zero carbon](#)).

The DAC determined, however, 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 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 Committee recognised the intention of the PCC and QI architect to adopt a distinctive style for the proposed new glass, to infill the major internal nave west window, noting the influence of adjacent window designs by Alan Younger and George Pace, including the external west window (dated 1975) at the church.
2. The DAC also noted that the PCC had expressed a preference for Option A within the QI architect's design proposal, constituting opaque and semi-opaque clear glass (rather than Option B, in opaque and semi-opaque lightly-coloured glass).
3. A DAC architect member cautioned against the need to seek to reflect, or even replicate, the style of existing windows within the highly-listed interior space. Similarly, concern was raised regarding impeding the visibility, and visual clarity, of the vibrantly-coloured central artwork of the external west window.
4. With this in mind, the DAC architect member suggested that the intention and function of the proposed infill glass could be effected by the use of entirely plain glazing. This view was supported by the DAC member nominated by the National Amenity Societies and the DAC member nominated by the Local Government Association.
5. The latter DAC member also cautioned that any infilling should not inhibit warm air from circulating within the tower base, in relation to the environmental conditions, and thereby conservation of historic fabric and contents, in that location.

It was determined that external formal consultation under the Faculty Jurisdiction (Amendment) Rules 2023 is applicable. The Committee indicated that the updated scheme, when further developed, should be resubmitted for external formal consultation with Historic England and the Society for the Protection of Ancient Buildings (SPAB), prior to receipt of formal DAC advice.

Additionally, formal consultation should be undertaken with the Church Buildings Council (CBC), in accordance with rule 4.6(2)(b) of the Faculty Jurisdiction (Amendment) Rules 2023, in relation to the introduction of an article of special historic, architectural, archaeological or artistic interest (including new work), in relation to a Grade I (or II*) listed building.

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

None this meeting

6.6 Casework from Diocesan Registry

None this meeting

7. Walsall Archdeaconry

None this meeting

8. Stoke-upon-Trent 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

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

Grade I

8.2.1

OFS Application Ref:	2025-122545	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:	Introduction of a tea point in south-west corner of Lady Chapel, and removal of current servery from around Lady Chapel altar and dais		
No. of Times to DAC:	First	Cost Est:	£20,000
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, for the relocation and development of a tea point within the Lady Chapel, and considered that the impact of the proposed works on the fabric and internal arrangement of the listed church building had been sufficiently identified and justified.

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

1. The Associate Archdeacon of Stoke-upon-Trent commended the principle of the scheme, and noted, from a practical perspective, that the proposed new location is close to foul drainage and that hot/cold water is present in relation to the adjacent internal toilet facility.
2. The parish has provided evidence of a written options appraisal, in terms of possible locations within the church (Options A–E), but the DAC noted that the submitted sketch scheme, by the QI architect, only illustrates preferred Option 5 on plan.
3. With this in mind, and for additional context to the PCC’s decision-making process, the DAC suggested that the full drawn options appraisal, as received from the QI architect, is submitted, where available.
4. The DAC member nominated by the National Amenity Societies indicated that the front panels of the Lady Chapel altar appear to historically reused pews ends, perhaps 17th or early 18th century, similar to the pews in the Lady Chapel. The storage of these latter pews, three proposed for removal, should therefore be considered within the church (including for future re-use).
5. The Committee commended the choice to retain the historic Sexton’s chair, at the end of the proposed southern counter. Noting its retention, the DAC member nominated by the Local Government Association recommended that the materials, colour and finish of the new servery should be in keeping with that original furniture (rather than the light wood of the current servery).
6. Lastly, whilst in support of the proposed location for the scheme, the Archdeacon of Stoke-upon-Trent raised the issue of the gap created between the new servery and the chapel wall, in relation to accessibility, health and safety, and as a possible area for unintended storage. The functionality of this narrow space should be reviewed.

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 Society for the Protection of Ancient Buildings (SPAB).

Action: The DAC Secretary to inform the applicant

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

None this meeting

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

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. Salop 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*)

*Grade II**

9.2.1

OFS Application Ref:	2025-112545	Case Status:	Pre-formal consultation review
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:	Second	Cost Est:	£60,000
Legislation Applies:	Faculty Jurisdiction (Amendment) Rules 2023		

The Committee last considered the proposal as a DAC site visit report approved at 11th February 2026 DAC meeting and as two post-visit addenda at that meeting.

As part of the DAC site visit report, the Committee considered, constituting the 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 had submitted updated plan, elevation and section drawings, as well as joinery and other details, based on the visit, constituting the second addendum.

At that DAC meeting, the Committee upheld both addenda, in addition to the main report contents. Further to which, the DAC encouraged 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 to resubmit that final scheme for additional informal DAC advice.

At the present meeting, the DAC carefully considered the joint written response from the parish and their 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.

Action: The DAC Secretary to inform the applicant

9.2.2

OFS Application Ref:	2025-119409	Case Status:	Pre-formal consultation review
Church Code:	620543	Church Name:	Sheriffhales: St Mary
Archdeaconry:	Salop	Parish:	Sheriffhales
Applicant Name:	Revd Preb Chris Thorpe	Quin. Inspector:	Candida Pino
Listing:	Grade II*	Date of Last QI:	31-Aug-2022 [Andrew Arrol]
Proposal:	Proposed removal of pews and organ, and new heating system		
No. of Times to DAC:	First	Cost Est:	£30,000
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 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 continue 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 Committee seeks to support the PCC in its mission to enable wider community use of the church building, and acknowledges the parish’s stated need for the proposal due to declining congregation numbers.
2. The DAC also recognises, though, that the parish seeks to achieve its outcomes through the removal of large areas of church furnishings, specifically removing all the pews in the north aisle, as well as the organ.

3. Internal additions are also proposed, including a raised timber dais/stage to be formed, extending out level from the chancel, as a performance space.
4. The Committee cautioned that whilst the nave pews are not of great significance in design, their removal will result in the appearance of a very small pewed nave, with a very large chancel separated by an extension to the chancel.
5. The dais and the north aisle appear on plan to be largely left as open areas for flexible use, and a few user groups have been identified. There is no information on any new seating, and it is therefore assumed that none is proposed.
6. It is understood that the church has a longstanding issue with damp and is not attributable solely to defects in the land drainage. There is likely to be much repair required to the floors to facilitate new uses, with archaeological mitigations also likely to be necessary.
7. In relation to the proposed heating, a DAC Heating Adviser (in absentia) cautioned that the scheme does not show adequate due regard to statutory [guidance on net zero carbon](#).
8. The Adviser cautioned that the proposed oil-fired boiler manufactured by Grant is not suitable for external use, instead described as suitable for internal utility siting. The heating boiler output of 21kW, described as being adequate to heat the church to 17°C during the winter period, is also insufficient. Using 'rule of thumb' figure for heat loss in such a church would equate to 33kW for a floor area of 223m² (as given on the proposed plan).
9. The PCC should consider replacing the short wave radiant heaters in the north aisle with medium or long wave radiant heaters mounted on the wall or suspended from the roof timbers. These type of heaters would be more suitable for long periods of use in a multi-purpose space.
10. Lastly, the DAC Organ Adviser (in absentia) confirmed that the proposal to remove the organ from the church accords with their earlier site visit report, approved at 4th October 2023 DAC meeting. However, the Adviser queried whether an alternative instrument (e.g. piano/digital organ) is intended to be incorporated, as the scheme includes a stage area, to facilitate concerts and school performances.
11. The using of former organ pipes etc. in a silent display, as proposed, is not encouraged.

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

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

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

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:	2026-124554	Church Name:	Eyton: St Catherine
Listing:	Grade II*	Archdeaconry:	Salop
Proposal:	Replacement of a degraded concrete path in the new churchyard		
DAC Consultee:	Bryan Martin	Date NoA Issued:	17th February 2026

10.1.2

OFS Application Ref:	2026-124411	Church Name:	Stone: Christ Church
Listing:	Unlisted	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Water main repair (granted under interim faculty no. 5353)		
DAC Consultee:	Adrian Mathias	Date NoA Issued:	17th February 2026

10.1.3

OFS Application Ref:	N/A – private faculty no. 5415	Church Name:	Croxden w Hollington: St Giles
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	To introduce a memorial to [REDACTED] [REDACTED] [REDACTED] (d. 2022) within the churchyard, to include kerbs, chippings, and gilded lettering		
DAC Consultees:	Ven Dr Megan Smith (lead) (Archdeacons corporately)	Date NoA Issued:	23rd February 2026

10.1.4

OFS Application Ref:	N/A – private faculty no. 5406	Church Name:	Donnington Wood: St Matthew
Listing:	Grade II	Archdeaconry:	Salop
Proposal:	Confirmatory introduction of a memorial to [REDACTED] [REDACTED] within the churchyard, of non-regulation shape, size and colour, and decoration		
DAC Consultees:	Ven Nick Watson (lead) (Archdeacons corporately)	Date NoA Issued:	4th March 2026

10.1.5

OFS Application Ref:	2025-116610	Church Name:	Stoke-on-Trent: St Peter ad Vincula
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent

Proposal:	Introduction of three display cabinets (previously introduced under TMRO 2024-096175)		
DAC Consultee:	Andy Foster	Date NoA Issued:	6th March 2026

10.1.6

OFS Application Ref:	2026-124943	Church Name:	Adbaston: St Michael & All Angels
Listing:	Grade II*	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Repair of storm damage to roof (granted under interim faculty no. 5434)		
DAC Consultee:	Bryan Martin	Date NoA Issued:	9th March 2026

10.1.7

OFS Application Ref:	2026-123273	Church Name:	Stoke-on-Trent: St Peter ad Vincula
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Installation of Stoke on Trent Heritage Trail Way Finder by external notice board		
DAC Consultee:	Andy Wigley	Date NoA Issued:	9th March 2026

10.1.8

OFS Application Ref:	2025-118166	Church Name:	Stoke-on-Trent: St Peter ad Vincula
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	Installation of carved tree trunk bench within a flower labyrinth		
DAC Consultee:	Anne Netherwood	Date NoA Issued:	10th March 2026

10.1.9

OFS Application Ref:	2025-109004	Church Name:	Aldridge: St Thomas
Listing:	Unlisted	Archdeaconry:	Walsall
Proposal:	Replacement of the existing male and female toilets with separate unisex toilets, improvements to the existing accessible toilet, and the provision of a new cleaning cupboard		
DAC Consultee:	Mark Stewart	Date NoA Issued:	12th March 2026

10.1.10

OFS Application Ref:	2026-125238	Church Name:	Colwich: St Michael & All Angels
Listing:	Grade II*	Archdeaconry:	Lichfield
Proposal:	Replacement of external mains water-pipe to church (granted under interim faculty no. 5435)		
DAC Consultee:	Mark Stewart	Date NoA Issued:	12th March 2026

10.1.11

OFS Application Ref:	2026-125547	Church Name:	West Bromwich: St Peter
Listing:	Grade II	Archdeaconry:	Walsall
Proposal:	Hanging of a small plaque above the water stoup inside the main inner porch door		
DAC Consultee:	Revd Neil Hibbins	Date NoA Issued:	13th March 2026

10.1.12

OFS Application Ref:	2026-125178	Church Name:	Newchapel: St James the Apostle
Listing:	Unlisted	Archdeaconry:	Stoke-Upon-Trent
Proposal:	To fell one tree in the churchyard (granted under interim faculty no. 5396)		
DAC Consultee:	Andy Smith	Date NoA Issued:	17th March 2026

10.1.13

OFS Application Ref:	2025-118212	Church Name:	Rocester: St Michael
Listing:	Grade II	Archdeaconry:	Stoke-Upon-Trent
Proposal:	To replace the damaged chipboard flooring for safety reasons (granted under interim faculty no. 5391)		
DAC Consultee:	Adrian Mathias	Date NoA Issued:	17th March 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 Mavesyn Ridware, St Nicholas (Grade I), Adrian Mathias proposed inspector
- 10.2.2 Stanton-upon-Hine Heath, St Andrew (Grade I), Candida Pino proposed inspector
- 10.2.3 Cheddleton, St Edward the Confessor (Grade II*), Simon Smith proposed inspector
- 10.2.4 Salt, St James the Great (Grade II), Joanna Lawton proposed inspector
- 10.2.5 Oakamoor, Holy Trinity (Grade II), Philip Wootton proposed inspector
- 10.2.6 Cotton, St John the Baptist (Grade II), Philip Wootton proposed inspector

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

Action: None

11. Any other business

- 11.1 Installation of the new Archbishop of Canterbury (25th March 2026)

The DAC clergy member appointed from the elected members of Diocesan Synod highlighted that the installation service of the 106th Archbishop of Canterbury, Sarah Mullally, at Canterbury Cathedral had commenced (3.00 pm), during the present DAC meeting. The DAC Chair led in prayer for the installation and ministry of Archbishop Sarah as the new Archbishop of Canterbury.

Date of next meeting: **Wednesday 20th May 2026 at 2.00 pm**
to be held **in person (not by online conferencing)**
in the Reeve Room at St Mary's House, Lichfield

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