

AGENDA SEPTEMBER 2021

Diocese of Coventry Advisory Committee for the Care of Churches

Thursday 2 September 2021

26 August 2021

Will Jones
Secretary

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**

Members are requested to identify those items on the agenda for which they have an interest to declare in addition to those already identified below:

Mark Evans Burmington, St Barnabas and St Nicholas
 Willenhall, St John the Divine

- 3. MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on Thursday 22 July 2021 (sent by email)

- 4. MATTERS ARISING FROM THE MINUTES**
- 5. DAC NOTIFICATIONS TO NOTE ISSUED SINCE THE LAST MEETING
FOLLOWING DELEGATION TO DAC MEMBERS**

Allesley, All Saints {2021-061984}

Proposals To plant an apple tree in the main churchyard at All Saints Church in memory of Rhys Cowen, one of our young people who died last year. Please see attached proposal document for full details and PCC minutes for full support.

Date issued 26/07/2021

Coventry, Holy Trinity {2021-061697}

Proposals The installation of three cameras for live streaming of services

Date issued 26/07/2021

Foleshill, St Laurence {2021-063392}

Proposals **Slate Headstone has been damaged by a falling tree branch within the churchyard. The headstone which is left currently has very sharp edges and can serious hurt someone, as the churchyard is a public right of way we are unable to lock any entrances to the area and we also have a primary school next door and they have entrance and exist gates from our churchyard. The headstone is very old and can not really make out the names or year on the headstone. We have spoken with JE Hackett's Memorials and they have suggested that we remove the headstone due to the sharp edges and lay this flat. Please note we are unable to locate the deceased family due to the damage and age of the headstone. We feel this needs to be processed as urgent as there is a health and safety risk to the public should anyone fall on this.**

Date issued 26/07/2021

Rugby, St Andrew {2021-061021}

Proposals **To ratify the existing installation of video streaming equipment as agreed in List 'B' authorisation number 2021-059481. This is Phase 1 of a 3 phase project as detailed in the attached document 'Video and IT three-phase approach'. Photographs of the installation are also included.**

Phase 2 is to install a dedicated control and monitoring system consisting of a bespoke computer, video and audio monitoring equipment. Also, as far as possible, to 'future-proof' the existing IT system by replacing the BT router with a pro-grade Ubiquity router and adding a 24 port Ubiquity Power over Internet switch that will allow connection of all office equipment and any further AV equipment (extra cameras etc.) that may be required at a later date (this will be a Phase 3 application) to enhance streaming capacity.

The cost of Phase 1 was £3855 and the projected cost of Phase 2 is £4133. These are net costs less VAT.

Agreed at PCC meeting of 26th May 2021 under paragraph 6 of the Covid Update section. Minutes uploaded for reference.

Date issued 26/07/2021

Stockingford, St Paul {2021-061556}

Proposals **Installation of dedication plaque close to new tree in churchyard**

Date issued 05/08/2021

Stoneleigh, St Mary {2021-062958}

Proposals Installation of a projector as a fixed item within the church, as per quotation by Hilltop Audio Visual Ltd dated 15/6/21.

Date issued 28/07/2021

Stratford-upon-Avon, Holy Trinity {2021-063738}

Proposals Stonework repairs on North Transept as per specification by Stephen Oliver dated 15/06/2021

Date issued 26/07/2021

Tysoe, Assumption of the Blessed Virgin Mary {2021-062995}

Proposals Restoration of the 4x clock faces on the church tower as per the quotation (Option3) from Cumbria Clock Company attached.

The plan is to take advantage of the the scaffolding that will be in situ for the tower stonework restoration from September 2021.

Date issued 26/07/2021

Weethley, St James {2021-061310}

Proposals Retrospective application as the trees have been felled, two without permission by the churchyard maintenance person, who has since retired and one by Western Power.

The photos and the PCC minutes provide the supporting information.

Date issued 26/07/2021

6. NOTIFICATION OF ADVICE APPLICATIONS

a) Applications

Berkswell, St John Baptist {C6700/2021}	Grade: I	CP – 01
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Proposals: PRIVATE FACULTY:
Replacement of memorial to Christopher Dodd with a memorial which also includes Rose Shields

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total: _____

No. DAC meetings: 1

Last DAC meeting:

Referred to: Full Committee

DAC is invited to: Consider the application for a Notification of Advice

Burmington, St Barnabas and St Nicholas {2021-063749}	Grade: II	
Proposals: Repair of the remains of the preaching cross as per specification by John Melvin dated 19 July 2021		
<i>Project architect:</i> John Melvin		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i> _____
<i>Referred to:</i> Simon Bird		
DAC is invited to: Consider the application for a Notification of Advice		
Cheylesmore, Christ Church {2021-064306}	Grade: II*	
Proposals: Replacement of damaged door and frame (access to roof)		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i> _____
<i>Referred to:</i> Simon Bird		
DAC is invited to: Consider the application for a Notification of Advice		
Harbury, All Saints {C6552/2020}	Grade: II	CP – 02
Proposals: Replacement of heating system Replacement of lighting Introduction of AV System Repairs to tower		
<i>Project architect:</i> Mark King		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 6		<i>Last DAC meeting:</i> 22/07/2021
<i>Referred to:</i> Heather Loosemore Mark Stewart Colin Bemrose		
DAC is invited to: Note the email from CBC		
Hillmorton, St John Baptist {2021-064288}	Grade: II*	
Proposals: New electric heating system		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i> _____
<i>Referred to:</i> Colin Bemrose		
DAC is invited to: Consider the application for a Notification of Advice		

Lillington, St Mary Magdalene {C6695/2021}	Grade: II	CP – 03
Proposals: PRIVATE FACULTY; Replacement of existing memorial to Stephen and Lilian Green with a memorial that also includes Kathleen Green		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i> _____		
<i>Total:</i> _____		
<i>No. DAC meetings:</i> 1 <i>Last DAC meeting:</i>		
<i>Referred to:</i> Full Committee		
<i>DAC is invited to:</i> Consider the application for a Notification of Advice		
Monks Kirby, St Editha {C6703/2021}	Grade: I	CP – 04
Proposals: PRIVATE FACULTY; Replacement of memorial to Mary Feilding to restore it to its original appearance		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i> _____		
<i>Total:</i> _____		
<i>No. DAC meetings:</i> 1 <i>Last DAC meeting:</i>		
<i>Referred to:</i> Full Committee		
<i>DAC is invited to:</i> Consider the application for a Notification of Advice		
Priors Hardwick, St Mary {C6656/2021}	Grade: II*	CP – 05
Proposals: Re-ordering, WC, servery, heating		
<i>Project architect:</i> Bryan Martin		
<i>Contractor:</i> _____		
<i>Total:</i> _____		
<i>No. DAC meetings:</i> 3 <i>Last DAC meeting:</i> 22/07/2021		
<i>Referred to:</i> Full Committee		
<i>DAC is invited to:</i> Note the letter from CBC		
Rugby, St George {C6710/2021}	Grade: Unlisted	CP – 06 CP – 07 CP – 08
Proposals: Replacement of gas heaters with electric heat pumps		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i> _____		
<i>Total:</i> _____		
<i>No. DAC meetings:</i> 1 <i>Last DAC meeting:</i>		
<i>Referred to:</i>		
<i>DAC is invited to:</i> Consider application for initial feedback to PCC		

Rugby, St George {2021-064330}	Grade: Unlisted
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Proposals: Fit solar PV panels on the flat church roof

<i>Project architect:</i> No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	
<i>Total:</i> _____	
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Mark Evans Godfrey Armitage	
DAC is invited to: Consider the application for a Notification of Advice	

Salford Priors, St Matthew {C6696/2021}	Grade: I	CP – 09
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**Proposals: PRIVATE FACULTY:
Replacement of memorial to John and Elizabeth Lane**

<i>Project architect:</i> No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	
<i>Total:</i> _____	
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Full Committee	
DAC is invited to: Consider the application for a Notification of Advice	

Willenhall, St John the Divine {2021-064838}	Grade: II
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Proposals: Lighting and Heating Works in Church Hall and Office

<i>Project architect:</i> No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	
<i>Total:</i> _____	
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Heather Loosemore	
DAC is invited to: Consider the application for a Notification of Advice	

7. LIST B APPLICATIONS

**a) Approvals granted since the last meeting
Alveston, St James {2021-063586}**

**Proposals External repairs as per specification by Mark Evans dated
February 2021**

Date issued 06/08/2021

Ansley, St Lawrence {2021-061417}

Proposals Repair churchyard wall

Date issued 28/07/2021

Astley, St Mary the Virgin {2021-063754}

Proposals Fully repair and restore the bell installation in Astley Church

Date issued 30/07/2021

Birdingbury, St Leonard {2021-063850}

Proposals Fell a tree

Date issued 29/07/2021

Monks Kirby, St Editha {2021-064074}

Proposals Repair of pinnacles and weathervanes as per specification by Steven Matthews dated July 2021. 1 out of 4 pinnacles requires a new stone profile (1.5m). The other 3 only require brushing down and repointing. Overhaul of 4 x weathervanes.

Date issued 10/08/2021

Stockingford, St Paul {2021-063076}

Proposals Roof and High Level Works

Date issued 26/07/2021

Studley, Nativity of the Blessed Virgin Mary {2021-064111}

Proposals

1. To fell a Corsican Pine Tree that is dying and leaning heavily and is a threat to anyone in the area around the Garden of Remembrance where ashes are buried.
2. To fell a Sycamore tree and re-pollard a Lime tree to 5m. (see Marlow Consultings Tree Condition Report dated 27.09.2019) Tree Nos 602 and 642

Date issued 17/08/2021

Wixford, St Milburga {2021-063477}

Proposals A parishioner of 54 years wishes to plant a small flowering cherry tree in the memory of her husband who died last year and is buried in the churchyard. I have had a telephone meeting (Covid rules) with the two other churchwardens and they agree to the proposal. Faculty application for a memorial plaque to follow.

Date issued 17/08/2021

b) Applications

Shipston-on-Stour, St Edmund {2021-063943}	Grade: II*	TP – 01
Proposals: Installation of a bicycle rack		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		
<i>Total:</i>		
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i>
<i>Referred to:</i> Mark Stewart		
<i>DAC is invited to:</i> Consider the application for a Notification of Advice		

8. GENERAL MATTERS

a) Quinquennial Inspection Reports received

Church	Architect	Inspection Date	Report Received	Report complies with Scheme?
Butler's Marston, St Peter and St Paul	Graeme Beamish	13/04/2021	23/08/2021	No. Two months late, no checklist
Cheylesmore, Christ Church	Steven Matthews	14/07/2021	27/07/2021	Yes

b) Heating Report – Ball Hill, St Margaret of Antioch

TP – 02

c) The Role of the Faculty System in Achieving Net Zero Carbon Emissions by 2030

9. ANY OTHER BUSINESS

To be notified to the Secretary not less than three working days before the meeting.

10. DATE OF FUTURE MEETINGS

Thursday 21 October 2021 at 2pm

Thursday 09 December 2021 at 2pm