

SCHEDULES

SCHEDULE 1

Rules 3.2 and 3.3

MATTERS WHICH MAY BE UNDERTAKEN WITHOUT A FACULTY

General notes

List A and List B set out matters which may generally be undertaken without a faculty subject to conditions specified in Table 1 and Table 2 and, in the case of List B, subject to the archdeacon giving written notice that the matter may be undertaken. However, a matter may not be undertaken without a faculty despite being included in List A or List B if it comprises

- works which involve alteration to or the extension of a listed building to such an extent as would be likely to affect its character as a building of special architectural or historic interest
- works which are likely to affect the archaeological importance of a building or any archaeological remains within a building or its curtilage
- works for all or part of which scheduled monument consent is required under the Ancient Monuments and Archaeological Areas Act 1979
- works which involve the extension, demolition or partial demolition of a building or the erection of a new building
- a matter which gives rise to a question of law or doctrine, ritual or ceremonial or which would, if undertaken, affect the legal rights of any person
- the exhumation or other disturbance of human remains
- the reservation of a grave space
- the sale or other disposal of an article of architectural, archaeological, artistic or historic interest
- the sale of any book remaining in or belonging to a parochial library
- the introduction of an aumbry or another receptacle used for the reservation of the sacrament of Holy Communion
- the introduction of a monument, or the carrying out of work to a monument erected in or on, or on the curtilage of, a church or other consecrated building or on consecrated ground.

In List A and List B—

“authorised” means authorised by faculty or under List A or List B;

“church” includes a building which is included in the list maintained by the Church Buildings Council under section 38(1) of the Measure;

“curtilage”, in relation to a church, means any land (whether or not consecrated for burials) which is—

- (a) part of the curtilage of the church, or
- (b) if there is a church hall or other building subject to the faculty jurisdiction, part of the curtilage of that other building;

“fabric” means the structure of a building comprising its walls, floor and roof;

“historic”, in relation to material, means material which is of historic or architectural significance.

Advice may be sought from the Diocesan Advisory Committee as to whether material is historic material or whether an article is of architectural, archaeological, artistic or historic interest.

Application may be made to the chancellor for directions as to matters not included in List A or List B that are of such a minor nature that they may be undertaken without a faculty.

Notes on net zero guidance

Those proposing to undertake a matter without a faculty should make themselves aware of net zero guidance (that is, guidance issued by the Church Buildings Council under section 55 of the Dioceses, Pastoral and Mission Measure 2007 on reducing carbon emissions).

Where a matter to which net zero guidance applies is included in List B, the proposal sent to the archdeacon must include an explanation of how the applicants, in formulating the proposal, have had due regard to that guidance.

Table 1

List A – Matters which may be undertaken without a faculty and without the need for consultation

This table prescribes matters which may be undertaken without a faculty subject to any specified conditions.

See the general notes as to matters which may not be undertaken without a faculty despite being included in List A.

<i>Matter</i>	<i>Specified conditions</i>
A1. Church building etc.	
(1)(a) Works of maintenance, not involving repair or substantial replacement of material, carried out as part of the regular course of care and upkeep of the building	The parochial church council's insurers are notified if external scaffolding is to be erected
(b) Works of repair not materially affecting the fabric or any historic material	
(2) Repairs and replacement of fittings in existing kitchens, lavatories, office accommodation and other ancillary rooms	
(3) Like for like repairs to window glass	The works do not include repairs to stained glass or to clear glass manufactured before 1960
(4) The repair or like for like replacement of wire mesh window guards	Only non-corroding fixings are used and, where practicable, are fixed in mortar joints
(4A) Draught proofing an external door or window	The works do not affect the overall appearance or operation of the door or window and do not involve the replacement of a component
(5) The treatment of timber against beetle or fungal activity where the church is not a listed building	The works do not involve the replacement of timber

<p>(6) Works of maintenance, repair and adaptation (not amounting to substantial addition or replacement but including rewiring) to existing—</p> <p>(a) heating systems (including the replacement of control equipment and the insulation of pipes in the boiler room and ancillary service areas)</p> <p>(b) gas, water or other services</p> <p>(c) lighting installations, other electrical installations and other electrical equipment (but not the replacement of light fittings, and see matter B1(8)(b) in List B as to fittings for low-energy lamps)</p>	<p>The works do not involve making additions to an electrical installation</p> <p>Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998)</p> <p>Any work to an oil-fired heating system or to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p>
<p>(7) (a) The replacement of a boiler in the same location and utilising an existing non-fossil fuel supply and existing pipe runs, whether with existing or similar pipe runs (See matter B1(5) in List B for replacement using different fuel supply)</p>	<p>In the case of adaptation, the parochial church council's insurers are notified of the proposals</p> <p>The works do not involve the creation of a new external flue</p> <p>The parochial church council's insurers are notified of the proposals</p>
<p>(b) The replacement of a flue liner</p>	
<p>(8) The like for like replacement of roof lead or other material covering the roof of a building which is not a listed building</p>	<p>The original introduction of the material being replaced was authorised</p> <p>The installation of roof insulation is considered</p> <p>The parochial church council's insurers are notified of the proposals</p>
<p>(9) The installation of a roof alarm (including an alarm with an image capture facility)</p>	<p>The amount of associated cabling is kept to the minimum that is reasonably practicable</p> <p>The parochial church council's insurers are notified of the proposals</p> <p>Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p>
<p>(10) The application of forensic marking on roof lead or other material covering a roof or to rain water goods or flashings</p>	
<p>(11) Work to an existing lightning conductor or to an earth mat connected to an existing lightning conductor</p>	<p>The parochial church council's insurers are notified of the proposed work</p> <p>The parochial church council is satisfied that the person who is to undertake the work has the necessary skill and experience</p>

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| (12) The replacement or introduction of a weathervane on a church which is not a listed building | |
| (13) The repair, maintenance, removal, disposal or replacement of a flagpole | Only non-corroding fixings are used where a flagpole is repaired or replaced |
| (14) The introduction, removal or disposal of furniture, furnishings, office equipment and minor fixtures (including safes) in vestries and similar rooms | The existing use of the vestry or similar room is not changed

No article of historic or artistic interest is removed or disposed of |
| (15) The introduction, removal or disposal of fire extinguishers | Any instructions from the supplier or the parochial church council's insurer in relation to their type or location is complied with |
| (16) The making of additions to an existing name board | The board is not a war memorial or roll of honour

The addition is in the same style (including colour and materials) as existing names on the board |
| (17) The installation of bat boxes as part of a bat management programme | |
| (18) The introduction of anti-roosting spikes | Only non-corroding fixings are used and, where practicable, are fixed in mortar joints |
| (19) The installation of bird netting to tower windows | |
| (20) The adaptation of an existing sound reinforcement system | Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

In the case of a church which is a listed building, no alteration is made to existing fixings or cable runs (but see matter B1(13) in List B) |
| (21) The introduction of a defibrillator in a church which is not a listed building | |

A2. Musical instruments

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| (1) The introduction or disposal of musical instruments (other than pipe organs and non-portable electronic organs) and associated equipment | No article of historic or artistic interest is disposed of |
| (2) The routine tuning and maintenance of organs and pianos | In the case of organs, any works do not involve tonal alterations, changes to the action or major dismantling of the instrument |

(3) The repair or replacement of electrical motors and humidification equipment for organs

Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

A3. Bells etc.

(1) The inspection and routine maintenance of bells, bell fittings and bell frames

No tonal alterations are made to any bell

No bell is lifted from its bearings

(2) The repair and maintenance of clappers, crown staples (including re-bushing) and bell wheels

Works do not include the re-soling or re-rimming of a bell wheel

No bell is lifted from its bearings

(3) The repair or replacement of bell stays, pulleys, bell ropes (including in Ellacombe apparatus), rope bosses, sliders or slider gear

No bell is lifted from its bearings

(4) The repainting of metal bell frames and metal bell fittings

No bell is lifted from its bearings

(5) The like for like replacement of a wrought iron clapper shaft

A4. Clocks

(1) The inspection and routine maintenance of clocks and clock dials

Works do not include re-painting or regilding of clock dials or repainting clock movements

(2) Maintenance and like-for-like repairs, without removing the clock from the church, of:

- (a) ratchets, clicks and click springs on flies
- (b) locking levers
- (c) pulleys
- (d) broken hands
- (e) clock hammers and their springs

(3) Replacement of:

- (a) weight lines
- (b) suspension springs
- (c) fixings of clock dials

(4) The reinstallation of disconnected hands and numerals

Works do not include re-painting or regilding of clock dials or repainting clock movements

(5) Repairs to bell cranks and clock bell hammers

(6) The upgrading of electrical control devices and programmers

Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

A5. Church contents

(1) The repair of woodwork, metalwork and movables

Matching materials are used

The repair does not involve any works to:

- woodwork or metalwork of historic or artistic interest
- Royal coats of arms
- hatchments or other heraldic achievements
- paintings
- textiles of historic or artistic interest
- church plate (including candlesticks and crosses)

(2) The application to articles of forensic marking

No article of historic or artistic interest is marked without first obtaining specialist advice

(3) The introduction, removal or disposal of kneelers, hassocks, pew runners and cushions

The introduction, removal or disposal of the articles does not result in a major change to the overall appearance of the church

No article of historic or artistic interest is removed or disposed of

(4) The introduction, removal or disposal of—

No article of historic or artistic interest is removed or disposed of

- (a) movable bookcases
- (b) books
- (c) free-standing noticeboards
- (d) movable display stands
- (e) cruets
- (f) vases and flower stands
- (g) hymn boards
- (h) altar linen (but not altar frontals or falls)
- (i) flags and banners used for temporary displays (but not the laying up of flags, or the removal or disposal of flags that have been laid up)
- (j) the Union flag or St George's flag (with or without the diocesan arms in the first quarter) for flying from the church
- (k) portable audio-visual equipment
- (l) wi-fi routers
- (m) equipment for card payment systems

No article being introduced is fixed to historic fabric

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| <p>(5) The removal or disposal of—</p> <p>(a) redundant sound reinforcement equipment</p> <p>(b) carpet</p> <p>(c) free-standing chairs (but not pews, benches or stalls)</p> | <p>No article of historic or artistic interest is removed or disposed of</p> |
| <p>(6) The like for like replacement of carpet or the introduction or replacement of movable floor coverings between individual pews</p> | <p>Only breathable material is used</p> <p>No article of historic or artistic interest is removed or disposed of</p> |
| <p>(7) Treatment of fixtures and furniture against beetle or fungal activity</p> | <p>No material of historic or artistic interest is treated</p> <p>(See matter B4(6) in List B for treatment of material of historic or artistic interest)</p> |
| <p>(8) The replacement of curtains (other than curtains and other hangings associated with an altar)</p> | <p>No article of historic or artistic interest is removed or disposed of</p> |
| <p>(9) The introduction of free-standing chairs in a church which is not a listed building</p> | |
| <p>(10) The introduction, in a church which is a listed building, of additional free-standing chairs of a design which has previously been introduced in the church under the authority of a faculty</p> | |
| <p>(11) The introduction of a fixed internal noticeboard (including in a porch) in a church which is not a listed building</p> | |

A6. Church halls and similar buildings subject to the faculty jurisdiction

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| <p>(1) Works of maintenance and repair to the building and the replacement of fittings in the building</p> | |
| <p>(2) The introduction, removal or disposal of furniture and fittings</p> | <p>No article of historic or artistic interest is removed or disposed of</p> |
| <p>(3) Replacement of material covering the roof where neither the church nor the church hall or similar building is a listed building</p> | <p>The installation of roof insulation is considered</p> |
| <p>(4) The introduction of a defibrillator in a building which is not a listed building</p> | |

A7. Churchyard etc.

(1) The introduction and maintenance of equipment for maintenance of the church and churchyard

(2) The repair of paths and other hardsurfaced areas, including resurfacing in the same materials and colour

(3) The introduction of unwired lighting to mark the edge of a path

(4) The maintenance of fences, walls and gates (including lychgates and stiles), not involving repair or replacement, carried out as part of the regular course of care and upkeep of the fence, wall or gate

Any new disturbance below ground level is kept to a minimum

(5) Repairs to, and like for like replacement of, fences and gates other than lychgates, walls or historic railings

Any new disturbance below ground level is kept to a minimum

(See matters B6(2) and (3) in List B for repairs to walls and lychgates)

(6) The repair, repainting or like for like replacement of a noticeboard

The wording on the board is not changed except for the purpose of updating existing information that is included on the board

In the case of replacement:

— the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 are complied with,

— the replacement noticeboard is not illuminated, and

— any new disturbance below ground level is kept to a minimum

(7) The grant by the incumbent of a licence for grazing in the churchyard

The licence is in a form approved by the chancellor

(8) The disposal of gas and oil tanks (and associated pipe work)

No works of excavation are involved

(See matter B6(4A) in List B for replacement of gas tanks)

The local planning authority is notified of the proposal

Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use Regulations 1998)

	Any work to an oil-fired heating system is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))
(9) The introduction, replacement or disposal of a flagpole not attached to the church building	The local planning authority is notified of the proposal Any new disturbance below ground level is kept to a minimum
(10) The introduction of a defibrillator where the church is not a listed building	
(11) The installation in the churchyard or elsewhere in the curtilage of the church of an upstand with an electrical outlet mounted on it for recharging an electric vehicle, where the church is not a listed building	The upstand and outlet together do not exceed 1.6 metres in height from the level of the surface used for parking vehicles Any new disturbance below ground level is kept to a minimum The upstand is situated in an area which may be lawfully used for off-street parking The upstand is not situated within 2 metres of a highway No more than one upstand is provided for each parking space The work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation

A8. Trees

(1) The felling, lopping or topping of a tree the diameter of any stem of which does not exceed 75 millimetres (measured over the bark at a height of 1.5 metres above ground level)	The works do not relate to any tree in respect of which a tree preservation order is in force or which is in a conservation area Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards
(2) The lopping or topping of any tree—that is dying or dead; or has become dangerous	Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards
(3) The removal of dead branches from a living tree	Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

Table 2

List B – Matters which may be undertaken without a faculty subject to consultation etc.

This table prescribes matters which may, subject to any specified conditions, be undertaken without a faculty if the archdeacon has been consulted on the proposal to undertake the matter and has given notice in writing that the matter may be undertaken without a faculty. The archdeacon may impose additional conditions in the written notice.

See the general notes as to matters which may not be undertaken without a faculty despite being included in List B.

<i>Matter</i>	<i>Specified conditions</i>
B1. Church building etc.	
(1) Works of repair affecting the fabric or historic material	<p>The repair does not introduce material of a type that does not already form part of the fabric or historic material that is to be repaired</p> <p>The repair does not involve the substantial replacement of a major part of the fabric or of historic material</p> <p>Details of any materials to be used are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter</p> <p>The works do not involve any new disturbance below ground level</p> <p>The parochial church council's insurers are notified if external scaffolding is to be erected</p>
(2) The installation of a wall offertory box	<p>The installation does not affect historic fabric</p>
(3) Works of external or internal redecoration (other than to areas of historic wall painting, even if already painted over)	<p>Details of materials and colours are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter</p> <p>The overall appearance of the building is not changed</p> <p>The parochial church council's insurers are notified if external scaffolding is to be erected</p>
(4) The treatment of timber against beetle or fungal activity where the church is a listed building	<p>The works do not involve the replacement of timber</p>

<p>(5) The replacement of a boiler, whether in the same or substantially the same location and utilising, whether with existing or similar pipe runs—</p> <p>(a) a non-fossil fuel supply in place of a fossil fuel supply, or</p> <p>(b) a different non-fossil fuel supply</p> <p>(See matter A1(7)(a) in List A for replacement using existing non-fossil fuel supply)</p>	<p>Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998</p> <p>Any work to an oil-fired heating system is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p>
<p>(6) The like for like replacement of roof lead or other material covering the roof of a listed building</p>	<p>The parochial church council's insurers are notified of the proposals</p> <p>The original introduction of the material being replaced was authorised</p> <p>The installation of roof insulation is considered</p>
<p>(6A) The installation of roof insulation in a church which is not a listed building</p>	<p>The parochial church council's insurers are notified of the proposals</p> <p>The insulation material is chosen, and the method of installing the material is decided upon, after obtaining specialist advice</p>
<p>(7) The installation of lighting and safety equipment</p>	<p>The lighting or other equipment:</p> <ul style="list-style-type: none"> — is installed only in a part of the church (such as a tower or crypt) that is not normally visible to the public, or — when installed will not be visible from ground level <p>Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p> <p>The installation will not affect any graves or vaults</p> <p>The parochial church council's insurers are notified of the proposals</p>
<p>(8)(a) The extension of an existing lighting system</p> <p>(b) The replacement of light fittings with fittings suitable for low-energy lamps</p>	<p>Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p> <p>The parochial church council's insurers are notified of the proposals</p>

(9) The installation of a lightning conductor or the connection of an earth mat to a lightning conductor

The parochial church council's insurers are notified of the proposals

The parochial church council is satisfied that the person who is to undertake the work has the necessary skill and experience

(10) The installation of closed circuit television for security purposes

Details of cameras and other equipment, their proposed location and the location of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

Regard is had to any guidance issued by the Church Buildings Council relating to privacy and the protection of personal data

Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

(11) The installation of security and fire alarms

Details of equipment, its proposed location and the location of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

Any work to an electrical installation is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

(11A) The installation of equipment for receiving, or for receiving and sharing, wireless broadband services

The equipment does not adversely affect the church's protection against lightning

Any cable runs are secured so as to minimise the risk that they become loose

Details of the equipment, its proposed location and the location and securing of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

In the formulation of those details, regard is had to the desirability of avoiding loss of or damage to historic material

The diocesan registrar is consulted on the terms of any proposed contract for the sharing of the wireless broadband services

(12) The installation of locks (including timed and other electronic locking devices)

(13) The installation of a sound reinforcement system or loop system (including a control desk) or the alteration of an existing system

(14) The introduction of a defibrillator in a church which is a listed building

(14A) The mounting of an electrical outlet for recharging an electric vehicle on an external wall of a church which is not a listed building

The outlet is mounted at a height not exceeding 1.6 metres from the level of the surface used for parking vehicles

Any new disturbance below ground level is kept to a minimum

The wall is adjacent to an area which may be lawfully used for off-street parking

The wall is not situated within 2 metres of a highway

The work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation

(15) The introduction of fixed audio-visual equipment in a church which is not a listed building

Details of equipment, its proposed location and the location of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

(16) The removal of asbestos

Works, other than works of minor reinstatement and repair, will not be required following the removal of the asbestos

(17) The refurbishment of facilities for serving refreshments

The original introduction of the facilities being refurbished was authorised

(18) The removal of partitions or divisions that did not form part of the original construction of a church which is not a listed building

(19) The introduction of bird boxes

(20) The installation of photovoltaic panels on a church which is not a listed building or in a conservation area

B2. Bells etc.

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| (1) The lifting of a bell to allow the cleaning of bearings and housings | Regard is had to any guidance issued by the Church Buildings Council

No modification is made to the manner in which any bell may be sounded

No historic material is modified or removed |
| (2) The like for like replacement of—
(a) bearings and their housings
(b) gudgeons
(c) crown staple assembly
(d) steel or cast iron headstocks
(e) wheels | Regard is had to any guidance issued by the Church Buildings Council

The works do not involve the drilling or turning of the bell

No modification is made to the manner in which any bell may be sounded

No historic material is modified or removed |
| (3) The replacement of—
(a) bell bolts
(b) a wrought iron clapper shaft with a wooden-shafted clapper | Regard is had to any guidance issued by the Church Buildings Council

No modification is made to the manner in which any bell may be sounded

No historic material is modified or removed |
| (4) The treatment of timber bell frames with preservative or insecticide materials | |
| (5) The re-pinning or re-facing of hammers in Ellacombe apparatus | Regard is had to any guidance issued by the Church Buildings Council

No modification is made to the manner in which any bell may be sounded

No historic material is modified or removed |
| (6) The installation of an electric silent ringing device for the training of ringers | Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

The device is installed in a location not normally visible to the public

No alteration is made to the fittings of the bells other than the installation of electric contacts and wires

The device does not adversely affect the church's protection against lightning |

(7) The installation of a sound control measure in a belfry

Any fixings are made into mortar

(8) The introduction of peal boards in a location not normally visible to the public

B3. Clocks

(1) Alterations to striking trains to prevent striking at night

No part of the clock movement is affected

(2) The repair or replacement of electrical or electronic clocks manufactured after 1950

B4. Church contents

(1) The repair and maintenance of church plate (including candlesticks and crosses) not of historic or artistic interest

(2) The replacement of an electronic organ (but not of a pipe organ)

The original introduction of the electronic organ being replaced was authorised

The replacement electronic organ is on a similar scale to the electronic organ being replaced

(3) Like for like repairs and works of conservation to a pipe organ

The archdeacon is satisfied, having regard to the advice of the diocesan advisory committee or a member or officer of the committee, that the person who is to carry out the work has the necessary skill and experience

(4) The installation of humidification equipment for a pipe organ

The archdeacon is satisfied, having regard to the advice of the diocesan advisory committee or a member or officer of the committee, that the person who is to carry out the work has the necessary skill and experience

Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

(5) The replacement of carpets or other floor covering and underlay other than movable floor coverings between individual pews (see matter A5(6) in List A for like of like replacement of carpets and introduction or replacement of movable floor coverings between individual pews)

Only breathable material is used

No article of historic or artistic interest is replaced

(6) Treatment of fixtures and furniture against beetle or fungal activity (see List A for treatment of material not of historic or artistic interest)

(7) The introduction of a book of remembrance and stand

(8) The introduction of a stand for candles

(9) The introduction of a fixed internal noticeboard (including in a porch) where the church is a listed building

(10) The introduction of an electrical heating appliance not forming part of a heating system

Details of the appliance, its proposed location and the location of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

(10A) The installation of an electrical heating system for attachment to pews made in or after 1850 and which are not of historic interest

Details of the appliances, their proposed location and fixing and the location of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))

No article of historic or artistic interest is removed or disposed of

(11) Works of repair to altar frontals and falls

No work is carried to an article of historic or artistic interest

(12) Disposal of redundant altar frontals and falls

No article of historic or artistic interest is disposed of

B5. Church halls and similar buildings subject to the faculty jurisdiction

(1) The introduction of a defibrillator in a building which is a listed building

(2) The installation of roof insulation in a building which is not a listed building

The insulation material is chosen, and the method of installing the material is decided upon, after obtaining specialist advice.

(3) The mounting of an electrical outlet for recharging an electric vehicle on an external wall of a building which is not a listed building

The outlet is mounted at a height not exceeding 1.6 metres from the level of the surface used for parking vehicles

Any new disturbance below ground level is kept to a minimum

The wall is adjacent to an area which may be lawfully used for off-street parking

The wall is not situated within 2 metres of a highway

The work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation

(4) The installation of photovoltaic panels on a building which is not a listed building or in a conservation area

(5) The installation of equipment for receiving, or for receiving and sharing, wireless broadband services

The equipment does not adversely affect the building's protection against lightning

Any cable runs are secured so as to minimise the risk that they become loose

Details of the equipment, its proposed location and the location and securing of any cable runs are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

In the formulation of those details, regard is had to the desirability of avoiding loss of or damage to historic material

The diocesan registrar is consulted on the terms of any proposed contract for the sharing of the wireless broadband services

B6. Churchyard etc.

(1) The introduction and removal of Benches in a churchyard

No bench proposed to be introduced has an inscription on it which would not be permitted on a monument in the churchyard under the applicable churchyard regulations made or approved by the chancellor

(2) The repair or rebuilding of walls

The works do not relate to any wall which is included in the Schedule maintained for the purposes of the Ancient Monuments and Archaeological Areas Act 1979 or is separately listed as a building of special architectural or

	<p>historic interest under the Planning (Listed Buildings and Conservation Areas) Act 1990</p> <p>Any new disturbance below ground level is kept to a minimum</p>
(3) The repair of lychgates	<p>The lychgate is not separately listed as a building of special architectural or historic interest under the Planning (Listed Buildings and Conservation Areas) Act 1990</p>
(4) The introduction, replacement or alteration of a notice board	<p>A new notice board is not illuminated</p> <p>The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 are complied with</p>
(4A) The replacement of gas tanks (and associated pipe work)	<p>No works of excavation are involved, other than the digging of a trench which—</p> <p>(a) where it is underneath land used for the passage of vehicles (whether or not a public right of way), is at a depth of 600 millimetres, and</p> <p>(b) where it is underneath a footpath (whether or not a public right of way), is at a depth of 450 millimetres</p>
(See matter A7(8) in List A for disposal of gas and oil tanks)	<p>The local planning authority is notified of the proposal</p> <p>Any work to a gas fitting is carried out by a person who is registered on the Gas Safety Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998</p> <p>The replacement tank is of similar dimensions and in substantially the same location</p> <p>If articulated human remains are discovered in the carrying out of the work, the work ceases, the discovery is reported to the court and the work does not resume until the court so orders</p>
(5) The introduction of a defibrillator where the church is a listed building	<p>Any new disturbance below ground level is kept to a minimum</p>

(5A) The installation in the churchyard or elsewhere in the curtilage of the church of an upstand with an electrical outlet mounted on it for recharging an electric vehicle, where the church is a listed building

The upstand and outlet together do not exceed 1.6 metres in height from the level of the surface used for parking vehicles

Any new disturbance below ground level is kept to a minimum

The upstand is situated in an area which may be lawfully used for off-street parking

The upstand is not situated within 2 metres of a highway

No more than one upstand is provided for each parking space

The work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation

(6) The introduction of stands for bicycles

(7) The resurfacing of paths and other hardsurfaced areas using different materials or colour where the church is not a listed building

(8) The introduction of hand rails to steps or paths

(9) The digging of a cable trench and the installation of cables, and the attachment of wiring, in the trench

A plan showing the proposed route of the trench is submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter and the archdeacon approves the route proposed

No cables exceed low voltage (as defined by the regulations on electrical wiring published by the British Standards Institution)

Where the trench is underneath land used for the passage of vehicles (whether or not a public right of way), the depth of the trench is 600 millimetres

Where the trench is underneath a footpath (whether or not a public right of way), the depth of the trench is 450 millimetres

Where the trench is underneath a footpath (whether or not a public right of way), the depth of the trench is 450 millimetres

If articulated human remains are discovered in the carrying out of the work, the work ceases, the discovery is reported to the court and the work does not resume until the court so orders

B7. Trees

(1) The planting of trees

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

(2) The felling of a tree—

- (a) that is dying or dead; or
- (b) that has become dangerous

In the case of any tree in respect of which a tree preservation order is in force or which is in a conservation area, section 206 of the Town and Country Planning Act 1990 (which provides for the planting of replacement trees) is complied with

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

(3) All other works to trees (whether or not prescribed in List A) except felling

If applicable, the law relating to the preservation of trees in respect of which a tree preservation order is in force or which are in a conservation area is complied with

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY

ADDITIONAL MATTERS ORDER

FRONTALS

- 1) This Order is made pursuant to **Section 18C (1)** of the **Care of Churches and Ecclesiastical Jurisdiction Measure 1991** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015**. This Order shall apply throughout the Diocese of Coventry.
- 2) The following works may be undertaken without a faculty.
 - b) The introduction of altar frontals, falls, and vestments **provided that**:
 - i) The Archdeacon has been consulted on the proposal and has given notice in writing that it may be undertaken without a faculty.
 - ii) The Archdeacon is satisfied that the said introduction is not likely to affect the character of a listed church as a building of special architectural or historic interest.

STEPHEN EYRE

HIS HONOUR JUDGE EYRE QC

CHANCELLOR

1st January 2016

IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY

ADDITIONAL MATTERS ORDER

CENTENARY TREE PLAQUES

- 1) This Order is made pursuant to **Section 18C (1)** of the **Care of Churches and Ecclesiastical Jurisdiction Measure 1991** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015**. This Order shall apply throughout the Diocese of Coventry.
- 2) The following works may be undertaken without a faculty.
 - a) The installation of a plaque alongside a tree planted to mark the centenary of the diocese of Coventry in its current form **provided that**
 - i) The plaque and the wording thereon are in a format which has been approved by the Diocesan Advisory Committee.
 - ii) The incumbent and the Parochial Church Council consent to the installation of the plaque.
 - iii) The Archdeacon has been consulted on the proposal and has given notice in writing that it may be undertaken without a faculty.
 - iv) The Archdeacon is satisfied that neither the said plaque nor the installation of the same is likely to affect the character of a listed church as a building of special architectural or historic interest.

STEPHEN EYRE

HIS HONOUR JUDGE EYRE QC

CHANCELLOR

31st August 2018

IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY

ADDITIONAL MATTERS ORDER

INSTALLATION OF ECO-CHURCH AWARD PLAQUES

1) This Order is made pursuant to **Section 78 (1)** of the **Ecclesiastical Jurisdiction and Care of Churches Measure 2018** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015** as amended. This Order shall apply throughout the Diocese of Coventry with immediate effect.

2) The following works may be undertaken without a faculty in any church.

The installation of a plaque indicating that the Church in question has been awarded the Bronze, Silver or Gold Eco-Church award currently run by A Rocha UK (or any subsequent similar award or replacement award under the scheme) **provided that:**

i) The Archdeacon has been consulted on the proposal and has given notice in writing (an email will suffice) that it may be undertaken without a faculty.

ii) The Archdeacon is satisfied that neither the installation is not likely to affect the character of a listed church as a building of special architectural or historic interest.

iii) The fixing must be with non-ferrous screws into fibre plugs;

iv) The fixing must be put into joints rather than into stonework or brickwork, wherever possible;

v) The location for siting of the plaque must be agreed with either the Diocesan Advisory Committee secretary or the Diocesan Advisory Committee Chair before installation; and

vi) The introduction of the plaque must be entered in the church logbook within one month.

Glyn Samuel
Diocesan Chancellor
11th November 2022

IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY

ADDITIONAL MATTERS ORDER

INTERNET ACCESS AND LIVE-STREAMING CAMERAS

1. This Order is made pursuant to **Section 78 (1)** of the **Ecclesiastical Jurisdiction and Care of Churches Measure 2018** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015**. This Order shall apply throughout the Diocese of Coventry with immediate effect.

2. The following works may be undertaken without a faculty.

A- The installation of equipment and associated cabling to enable or enhance internet access **provided that:**

a) The Archdeacon has been consulted on the proposal and has given notice in writing that it may be undertaken without a faculty.

b) The Archdeacon is satisfied that neither the installation nor the works to install the same is likely to affect the character of a listed church as a building of special architectural or historic interest.

c) Such consultation as the Archdeacon regards as appropriate with the Diocesan Advisory Committee has been undertaken.

d) The Archdeacon is satisfied that neither the installation nor the works to install the same is likely to disturb human remains.

e) All wiring is installed in as unobtrusive a manner as is reasonably practicable with wiring being of a colour to blend into the background or so painted or sheathed.

f) So far as is reasonably practicable all fixings are made into joints not stonework using stainless steel or non-ferrous screws in fibre plugs.

g) Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme being a scheme applicable to work of this kind and accredited by the United Kingdom Accreditation Service.

There is no requirement for a faculty to be sought to regularise the installation of internet access equipment under paragraph A.

B- The installation of no more than three cameras with associated cabling to enable the streaming of services and other matters over the internet **provided that:**

a) The Archdeacon has been consulted on the proposal and has given notice in writing that it may be undertaken without a faculty.

b) The Archdeacon is satisfied that neither the installation nor the works to install the same is likely to affect the character of a listed church as a building of special architectural or historic interest.

c) Such consultation as the Archdeacon regards as appropriate with the Diocesan Advisory Committee has been undertaken.

d) The Archdeacon is satisfied that neither the installation nor the works to install the same is likely to disturb human remains.

e) All wiring is installed in as unobtrusive a manner as is reasonably practicable with wiring being of a colour to blend into the background or so painted or sheathed.

f) So far as is reasonably practicable all fixings are made into joints not stonework using stainless steel or non-ferrous screws in fibre plugs.

g) Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme being a scheme applicable to work of this kind and accredited by the United Kingdom Accreditation Service.

h) The camera or cameras shall be removed on or before twenty-four months after installation unless by that date either:

The period provided for herein has been extended or altered;

or

A faculty has been granted for the retention of the same;

or

A faculty petition has been presented for the retention of the same and has not yet been determined.

Glyn Samuel
Chancellor
22nd November 2022

IN THE CONSISTORY COURT OF THE DIOCESE OF COVENTRY

ADDITIONAL MATTERS ORDER

SANITISER INSTALLATION

- 1) This Order is made pursuant to **Section 78 (1)** of the **Ecclesiastical Jurisdiction and Care of Churches Measure 2018** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015**. This Order shall apply throughout the Diocese of Coventry with immediate effect.
- 2) The following works may be undertaken without a faculty.

The introduction of a wall-mounted hand sanitiser dispenser **provided that:**

- a) The Archdeacon has been consulted on the proposal and has given notice in writing that it may be undertaken without a faculty.
- b) The Archdeacon is satisfied that neither the installation nor the works to install the same is likely to affect the character of a listed church as a building of special architectural or historic interest.
- c) Such consultation as the Archdeacon regards as appropriate with the Diocesan Advisory Committee has been undertaken.
- d) So far as is reasonably practicable all fixings are made into joints not stonework using stainless steel or non-ferrous screws in fibre plugs.

Glyn Samuel
Chancellor
22nd November 2022