

# AGENDA APRIL 2023

## Diocese of Coventry Advisory Committee for the Care of Churches

Wednesday 26 April 2023

19 April 2023

Tim Latham  
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:

|            |   |
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| Mark Evans | Alveston, St James<br>Holbrooks, St Luke<br>Leamington Hastings, All Saints |
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- 3. **MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on Wednesday 08 March 2023 (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 {2022-080431}**

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| <b>Proposals</b> | <b>Plant six deciduous tree saplings and one bush to mark the burials during this year as per supporting documentation.</b> |
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| Date issued | 29/03/2023 |
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**Allesley, All Saints {2023-081923}**

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| <b>Proposals</b> | <b>Installation of training bell, as per quote by John Taylor &amp; Co dated 24/02/23</b> |
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| Date issued | 10/03/2023 |
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**Ansley, St Lawrence {2022-069795}**

**Proposals**      **Electrical work: To carry out work required to replace obsolete halogen bulbs around church and to improve external lighting, as per quote, technical details, location plan and accompanying photographs.**

Date issued      29/03/2023

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**Budbrooke, St Michael {2023-082834}**

**Proposals**      **CONFIRMATORY FACULTY for works granted under interim faculty. Repairs to the church roof: repairs to the north slope of the nave and chancel roofs.**

**The architect's specification includes re-roofing the north transept; this may be completed at a later stage. The urgent works are the repairs to the nave and chancel.**

Date issued      10/03/2023

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**Burton Dassett, All Saints {2023-082730}**

**Proposals**      **To rehang the front four bells, as per quote by John Taylor & Co. dated 30/1/23**

Date issued      09/03/2023

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**Cheylesmore, Christ Church {2022-080166}**

**Proposals**      **Replacement of external doors and windows to hall**

Date issued      20/03/2023

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**Cubbington, St Mary {2022-080105}**

**Proposals**      **Installation of memorial plaque as per "Faculty Application St Mary's Cubbington" document**

Date issued      20/03/2023

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**Eastern Green, St Andrew {C6978/2023}**

**Proposals**      **PRIVATE FACULTY: Jarrett memorial**

Date issued      09/03/2023

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**Exhall (Nuneaton Deanery), St Giles {2023-081993}**

**Proposals**      **Repointing of stonework  
Replacement of carved stonework to West Belfry Window  
Repairs to the Flag Pole  
Slating Repairs to Tower Roof  
Refurbishment of Weather Vane**

**Please see supporting documents including:  
Project Proposal with Statement of Need and Significance  
Architect's Specification  
Tower Repair Tender Analysis Sheet  
Preferred Contractor Quote  
Quinquennial Inspection Report July 2020**

**Date issued**      **09/03/2023**

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**Exhall (Nuneaton Deanery), St Giles {2023-082276}**

**Proposals**      **Installation of a Height Restrictor at the entrance to the car park of the St Giles Meadow Burial Ground and installation of wooden fencing, with gate, to restrict the size of the car park, as per Project Proposal document.**

**Date issued**      **09/03/2023**

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**Fillongley, St Mary and All Saints {2022-072247}**

**Proposals**      **Removal of interior meeting room wall in church extension**

**Date issued**      **12/04/2023**

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**Hartshill, Holy Trinity {2023-081376}**

**Proposals**      **Amend wording on dedication plaque in church.**

**Date issued**      **13/04/2023**

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**Kenilworth, St Nicholas {2022-080388}**

**Proposals**      **To install ducting and new downpipe above the old strong room roof. To apply a waterproof membrane to the concrete roof.**

**Date issued**      **20/03/2023**

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**Kenilworth, St Nicholas {C6973/2023}**

**Proposals**      **PRIVATE FACULTY: Davis memorial**

**Date issued**      **20/03/2023**

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**Keresley, St Thomas {C6988/2023}**

**Proposals PRIVATE FACULTY: Thomas memorial**

Date issued 10/03/2023

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**Leamington Spa, Holy Trinity {2023-081892}**

**Proposals Making permanent removal of two rows of pews either side of the central aisle as originally applied for under TMRO application 2022-070779. We will not remove pews from the church.**

Date issued 10/03/2023

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**Leamington Spa, St Mary {2022-074012}**

**Proposals Mellor & Mottram: Remove and isolate old system.**

**Fit two new boilers and 13 air flow radiators. Pipework in stainless steel. Certificates on completion.**

**Plan of Positioning for the boilers and radiators noted in the attached Plan.**

Date issued 20/03/2023

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**Meriden, St Laurence {C6968/2023}**

**Proposals PRIVATE FACULTY: Smith memorial**

Date issued 20/03/2023

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**Meriden, St Laurence {C6972/2023}**

**Proposals PRIVATE FACULTY: Wright memorial**

Date issued 20/03/2023

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**Rugby, St Andrew {2023-081758}**

**Proposals Removing exterior boot scrapers, as per "Boot Scraper Report"**

Date issued 27/03/2023

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**Rugby, St Peter and St John {2023-081098}**

**Proposals Refurbish kitchen in hall, as per Application Details document and Statement of Need.**

Date issued 27/03/2023

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**Rugby, St Matthew and St Oswald (New Bilton), St Matthew and St Oswald {2023-082509}**

**Proposals**      **Secure slipped cant bricks above the external kitchen and north aisle windows on the north side of St Oswald's, as per structural engineer's report in Faculty Application document**

Date issued      21/03/2023

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**Ryton-on-Dunsmore, St Leonard {C6983/2023}**

**Proposals**      **PRIVATE FACULTY: Tunney memorial**

Date issued      10/03/2023

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**Stretton-on-Dunsmore, All Saints {C6936/2022}**

**Proposals**      **PRIVATE FACULTY: Bilclough memorial**

Date issued      10/03/2023

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**Studley, Nativity of the Blessed Virgin Mary {2022-078736}**

**Proposals**      **Faculty application to make permanent work carried out under TMRO 2022-078736 as per "Application for TMRO", drawings and photographs.**

Date issued      20/03/2023

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**Thurlaston (Coventry), St Edmund {2022-079421}**

**Proposals**      **Provision of secondary glazing in church tower to reduce drafts**

Date issued      20/03/2023

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**Willenhall, St John the Divine {2023-081303}**

**Proposals**      **Lightning Conductor for Tower and Church Roof**

Date issued      20/03/2023

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**Willenhall, St John the Divine {2023-081547}**

**Proposals**      **Re-painting the West Window cross as per quote by Adam Skotarek Building Services dated 16/01/23 and "Application Details" document**

Date issued      10/03/2023

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**Willenhall, St John the Divine {C6991/2023}**

**Proposals**      **PRIVATE FACULTY: Mutton memorial tree**

Date issued      21/03/2023

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**Wood End, St Chad {2022-079798}**

**Proposals BBC Filming of Drama "Two Tone" on March 13th 2023**

Date issued 20/03/2023

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**6. NOTIFICATION OF ADVICE APPLICATIONS**

**a) Applications**

**Alveston, St James  
{2023-083612}**

**Grade:  
II**

**Proposals: Install Three Phase electricity. Replace heating system.**

*Project architect:* No Architect consulted or engaged on the proposals

*Contractor:*

*Total:* \_\_\_\_\_

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Peter Bemrose Brough Skingley

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

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**Ansley, St Lawrence  
{C7005/2023}**

**Grade: CP – 01  
II\***

**Proposals: PRIVATE FACULTY: Goddard memorial**

*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**

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**Bilton, St Mark  
{C6937/2022}**

**Grade: CP – 02  
II\***

**Proposals: PRIVATE FACULTY: Hutchinson memorial**

*Project architect:* No Architect consulted or engaged on the proposals

*Contractor:*

*Total:* \_\_\_\_\_

*No. DAC meetings:* 2

*Last DAC meeting:* 08/12/2022

*Referred to:* Full Committee

***DAC is invited to:* Note the Chancellor's Statement of Reasons**

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| <b>Eastern Green, St Andrew<br/>{C6949/2022}</b> | <b>Grade:</b><br>Local | <b>CP – 03</b> |
|--|------------------------|----------------|

**Proposals:** PRIVATE FACULTY: Tooby memorial

|  |                                     |                     |
|--|-------------------------------------|---------------------|
| <i>Project architect:</i> No Architect consulted or engaged on the proposals |                                     |                     |
| <i>Contractor:</i>   |                                     | <i>Total:</i> _____ |
| <i>No. DAC meetings:</i> 2   | <i>Last DAC meeting:</i> 08/12/2022 |                     |
| <i>Referred to:</i> Full Committee   |                                     |                     |
| <b>DAC is invited to:</b> Note the Chancellor's Statement of Reasons         |                                     |                     |

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|--|---------------------------|--|
| <b>Finham, St Martin in the Fields<br/>{2023-083490}</b> | <b>Grade:</b><br>Unlisted |  |
|--|---------------------------|--|

**Proposals:** Installation of handrail on step in church

|   |                          |                     |
|---|--------------------------|---------------------|
| <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  |                          |                     |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice |                          |                     |

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| <b>Finham, St Martin in the Fields<br/>{2023-083350}</b> | <b>Grade:</b><br>Unlisted |  |
|--|---------------------------|--|

**Proposals:** Install a Greenhouse and water butts for allotment area

|   |                          |                     |
|---|--------------------------|---------------------|
| <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> Nick Reading  |                          |                     |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice |                          |                     |

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| <b>Finham, St Martin in the Fields<br/>{2023-084295}</b> | <b>Grade:</b><br>Unlisted |  |
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**Proposals:** Install security fencing to protect ground-mounted solar panels

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|---|--------------------------|---------------------|
| <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> Tim Cockell Mark Stewart                                    |                          |                     |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice |                          |                     |

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| <b>Great Alne, St Mary Magdalen</b><br><b>{2023-083960}</b>   | <b>Grade:</b><br><b>II</b>       |
| <b>Proposals:</b> Limited extension of existing area set aside for the burial of ashes  |                                  |
| <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> Peter Walker  |                                  |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice   |                                  |
| <b>Harbury, All Saints</b><br><b>{2023-084586}</b>  | <b>Grade:</b><br><b>II</b>       |
| <b>Proposals:</b> Repair of existing stone and brickwork (to include installation of new memorial door)   |                                  |
| <i>Project architect:</i> Mark King   |                                  |
| <i>Contractor:</i>  | <i>Total:</i> _____              |
| <i>No. DAC meetings:</i> 1  | <i>Last DAC meeting:</i>         |
| <i>Referred to:</i> Simon Bird  |                                  |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice   |                                  |
| <b>Holbrooks, St Luke</b><br><b>{2023-082945}</b>   | <b>Grade:</b><br><b>Unlisted</b> |
| <b>Proposals:</b> To reinstate the canopy of the external pulpit which collapsed in 2022; to refurbish the existing external pulpit; and to reinstate access by reinstalling interior staircase and opening up a closed-up doorway. |                                  |
| <i>Project architect:</i> Mark Evans  |                                  |
| <i>Contractor:</i>  | <i>Total:</i> _____              |
| <i>No. DAC meetings:</i> 1  | <i>Last DAC meeting:</i>         |
| <i>Referred to:</i> Nick Reading  |                                  |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice   |                                  |
| <b>Holbrooks, St Luke</b><br><b>{2023-082555}</b>   | <b>Grade:</b><br><b>Unlisted</b> |
| <b>Proposals:</b> Replacement of west windows   |                                  |
| <i>Project architect:</i> Mark Evans  |                                  |
| <i>Contractor:</i>  | <i>Total:</i> _____              |
| <i>No. DAC meetings:</i> 1  | <i>Last DAC meeting:</i>         |
| <i>Referred to:</i> Simon Bird  |                                  |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice   |                                  |



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| <b>Kenilworth, St Nicholas<br/>{C7011/2023}</b> | <b>Grade:</b><br>I | <b>CP – 04</b> |
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**Proposals: PRIVATE FACULTY: Clive memorial**

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|--|--|--------------------------|
| <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   |  |                          |
| <b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b> |  |                          |

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| <b>Kenilworth, St Nicholas<br/>{2023-083172}</b> | <b>Grade:</b><br>I |  |
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**Proposals: Replace ringing chamber floorboards affected by common furniture beetle and treat with insecticide**

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| <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   |  |                          |
| <b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b> |  |                          |

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| <b>Leamington Hastings, All Saints<br/>{2023-083999}</b> | <b>Grade:</b><br>II* |  |
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**Proposals: Felling of a chestnut tree in churchyard due to damage to listed boundary wall from roots**

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|--|--|--------------------------|
| <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> David Lowe   |  |                          |
| <b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b> |  |                          |

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| <b>Monks Kirby, St Editha<br/>{2023-084444}</b> | <b>Grade:</b><br>I |  |
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**Proposals: Removal of Cypress Tree because roots are damaging wall**

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|--|--|--------------------------|
| <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> David Lowe   |  |                          |
| <b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b> |  |                          |

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| <b>Offchurch, St Gregory<br/>{C7019/2023}</b>  | <b>Grade:<br/>II*</b>      | <b>CP – 05</b> |
| <b>Proposals: PRIVATE FACULTY: Brown Memorial</b>                                      |                            |                |
| <i>Project architect:</i> No Architect consulted or engaged on the proposals           |                            |                |
| <i>Contractor:</i> _____   |                            |                |
| <i>Total:</i> _____  |                            |                |
| <i>No. DAC meetings:</i> 1 <span style="float: right;"><i>Last DAC meeting:</i></span> |                            |                |
| <i>Referred to:</i> Full Committee   |                            |                |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice        |                            |                |
| <b>Rugby, St Andrew<br/>{2023-084156}</b>  | <b>Grade:<br/>II*</b>      |                |
| <b>Proposals: Installation of temporary electronic organ</b>                           |                            |                |
| <i>Project architect:</i> No Architect consulted or engaged on the proposals           |                            |                |
| <i>Contractor:</i> _____   |                            |                |
| <i>Total:</i> _____  |                            |                |
| <i>No. DAC meetings:</i> 1 <span style="float: right;"><i>Last DAC meeting:</i></span> |                            |                |
| <i>Referred to:</i> Nigel Allcoat  |                            |                |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice        |                            |                |
| <b>Wellesbourne, St Peter<br/>{2022-073397}</b>  | <b>Grade:<br/>II*</b>      |                |
| <b>Proposals: Top cleaning, running repairs and pipe completion of organ</b>           |                            |                |
| <i>Project architect:</i> No Architect consulted or engaged on the proposals           |                            |                |
| <i>Contractor:</i> _____   |                            |                |
| <i>Total:</i> _____  |                            |                |
| <i>No. DAC meetings:</i> 1 <span style="float: right;"><i>Last DAC meeting:</i></span> |                            |                |
| <i>Referred to:</i> Nigel Allcoat  |                            |                |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice        |                            |                |
| <b>Wyken Croft, Risen Christ<br/>{2023-084312}</b>                                     | <b>Grade:<br/>Unlisted</b> |                |
| <b>Proposals: Repairs to the paving stones of the internal entrance lobby</b>          |                            |                |
| <i>Project architect:</i> No Architect consulted or engaged on the proposals           |                            |                |
| <i>Contractor:</i> _____   |                            |                |
| <i>Total:</i> _____  |                            |                |
| <i>No. DAC meetings:</i> 1 <span style="float: right;"><i>Last DAC meeting:</i></span> |                            |                |
| <i>Referred to:</i> Nick Reading   |                            |                |
| <b>DAC is invited to:</b> Consider the application for a Notification of Advice        |                            |                |

**7. ADDITIONAL CASES**

**a) Applications submitted after the agenda deadline (separate list)**

**8. LIST B APPLICATIONS**

**Ansley, St Lawrence {2023-083587}**

**Proposals     Repainting the external rain water goods**

**Date issued    27/03/2023**

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**Hampton Lucy, St Peter ad Vincula {2022-078894}**

**Proposals     Tree Planting**

**Date issued    23/03/2023**

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**Hampton Lucy, St Peter ad Vincula {2022-080252}**

**Proposals     Reduce in height holly trees**

**Date issued    23/03/2023**

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**Leamington Spa, St Paul {2023-082096}**

**Proposals     Memorial Bench in our Church Garden for one of our former members who died last year**

**Date issued    03/03/2023**

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**Nuneaton, St Nicolas {C7030/2023}**

**Proposals     To put up 2 A Rocha Plaques (Bronze & Silver) award in the link corridor between the Church centre and the Main Church**

**Date issued    17/04/2023**

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**Oxhill, St Laurence {2022-074616}**

**Proposals     Installing a hearing loop**

**Date issued    03/03/2023**

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**Ratley, St Peter ad Vincula {2022-079667}**

**Proposals     To repair the structure at the top of the tower**

**Date issued    07/03/2023**

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**Snitterfield, St James the Great {2023-083970}**

**Proposals     Replacement of the wooden tower access ladder with steel one**

**Date issued    07/04/2023**

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**Stratford-upon-Avon, Holy Trinity {2023-081694}**

**Proposals      Installation of an Eco Church plaque in South Porch**

Date issued    03/03/2023

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**Warmington, St Michael {2022-070696}**

**Proposals      Roofing repairs**

Date issued    07/03/2023

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**Whitnash, St Margaret {2023-081574}**

**Proposals      Erect two peal boards in ringing chamber**

Date issued    27/03/2023

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**9.            GENERAL MATTERS**

None

**10.          ANY OTHER BUSINESS**

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

**11.          DATE OF FUTURE MEETINGS**

Wednesday 7<sup>th</sup> June 2023 at 2pm

Wednesday 26<sup>th</sup> July 2023 at 2pm

**DAC Tour - Tuesday 1<sup>st</sup> August 2023**

Wednesday 13<sup>th</sup> September 2023 at 2pm

Wednesday 25<sup>th</sup> October 2023 at 2pm

Wednesday 6<sup>th</sup> December 2023 at 2pm