

# AGENDA JUNE 2023

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

Wednesday 7 June 2023

30 May 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:

Mark Evans                      Leamington Spa, Holy Trinity  
Tile Hill, St Oswald

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**

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

**Proposals                      PRIVATE FACULTY: Goddard memorial**

**Date issued                      27/04/2023**

---

**Ansty, St James {2023-082713}**

**Proposals                      Restore and rehang bells with automated system with  
electronic hammers, as per quote by John Taylor & Co. dated  
12/4/2023**

**Date issued                      28/04/2023**

---

**Attleborough, Holy Trinity {2022-068668}**

**Proposals                      Tower Repairs as per specification by Simon Bird dated April  
2023**

**Date issued                      26/04/2023**

---

**Binton, St Peter {2023-082546}**

**Proposals** Repairs to clock as per quote by Time Assured Ltd. dated 12/01/2023

Date issued 15/05/2023

---

**Finham, St Martin in the Fields {2023-083350}**

**Proposals** Install a Greenhouse and water butts for Allotment area, as per document titled, "Installation of a greenhouse and water butts."

Date issued 27/04/2023

---

**Finham, St Martin in the Fields {2023-083490}**

**Proposals** Fit handrail above radiator in church as per document titled, "Installation of supporting rail on step in church."

Date issued 27/04/2023

---

**Finham, St Martin in the Fields {2023-084295}**

**Proposals** Installation of green V-mesh fencing in order to provide security for ground-mounted solar panels. Please see the attached documentation giving details, including plans and photos.

Date issued 27/04/2023

---

**Holbrooks, St Luke {2023-082945}**

**Proposals** To reinstate the canopy of the external pulpit, as per schedule of works by Mark Evans dated November 2022

Date issued 27/04/2023

---

**Kenilworth, St Nicholas {2023-083172}**

**Proposals** To remove and replace up to 7 sections of floorboards in the ringing Chamber of the Bell Tower which have been affected by common furniture beetle (woodworm). To treat the entire floor (joists and floorboards) with contact insecticide as per report and plan by Kilrot Limited dated 24/2/23

Date issued 27/04/2023

---

**Leamington Hastings, All Saints {2023-083999}**

**Proposals** Felling of a chestnut tree in churchyard due to damage to listed boundary wall from roots, as per "Application Details" document and attached photographs.

Date issued 27/04/2023

---

**Monks Kirby, St Editha {2023-084444}**

**Proposals**      **Removal of cypress tree as per "Application details" document, RBC letter and accompanying pictures**

Date issued      02/05/2023

---

**Offchurch, St Gregory {C7019/2023}**

**Proposals**      **PRIVATE FACULTY: Brown Memorial**

Date issued      27/04/2023

---

**Rugby, St Andrew {2023-082250}**

**Proposals**      **Install dumb-bell for training, as per "Application details" document and attached drawings.**

Date issued      28/04/2023

---

**Rugby, St Peter and St John {2023-083417}**

**Proposals**      **Repair to Bavington organ and introduction of new solenoids, as per quote by R & S Young Organ Builders Ltd dated 23/8/22**

Date issued      28/04/2023

---

**Styvechale, St James {2023-083411}**

**Proposals**      **Removal of two freestanding 3D Flower Vases installed without permission, as per "Application details" and accompanying photographs.**

Date issued      28/04/2023

---

**Wellesbourne, St Peter {2022-073397}**

**Proposals**      **To top clean including re-leathering pneumatic action motors for the Pedal pipes.  
Extending the Pedal Bourdon up to F30 with an electric action.  
All work as detailed in Peter Spencer Ltd quotation dated 14 February 2023 attached.**

Date issued      28/04/2023

---

**Wolvey, St John Baptist {2023-084346}**

**Proposals**      **Installation of water tap in cemetery, as per quote, map and diagram by Severn Trent dated 23/2/23**

Date issued      28/04/2023

---

**Wyken Croft, Risen Christ {2023-084312}**

**Proposals**      **Repairs to the paving stones of the internal entrance lobby**

Date issued      28/04/2023

---

**6. NOTIFICATION OF ADVICE APPLICATIONS**

**a) Applications**

<b>Alcester, St Nicholas {C7044/2023}</b>	<b>Grade:</b> II*	<b>CP – 01</b>
---	----------------------	----------------

**Proposals:** PRIVATE FACULTY: Hunt 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

---

<b>Ball Hill (Coventry), St Margaret of Antioch {2023-084110}</b>	<b>Grade:</b> Unlisted	
---	---------------------------	--

**Proposals:** Retrospective Faculty application for garden renovation works, tree removal and non-permanent Gazebo/Summerhouse for therapeutic use

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

*Contractor:*

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

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Simon Bird    David Lowe

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

---

<b>Berkswell, St John Baptist {C7045/2023}</b>	<b>Grade:</b> I	<b>CP – 02</b>
--	--------------------	----------------

**Proposals:** PRIVATE FACULTY: Catto 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

---

<b>Dunchurch, St Peter {2023-085162}</b>	<b>Grade: II*</b>	
<b>Proposals: Attachment of commemorative brass plaque to stonework</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	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Tim Cockell	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	
<b>Great Alne, St Mary Magdalen {C7048/2023}</b>	<b>Grade: II</b>	<b>CP – 03</b>
<b>Proposals: PRIVATE FACULTY: Stanley 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	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Full Committee	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	
<b>Haselor, St Mary and All Saints {2023-085087}</b>	<b>Grade: II*</b>	
<b>Proposals: Gravestone repair</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	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Tim Cockell	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	
<b>Keresley, St Thomas {C7056/2023}</b>	<b>Grade: II</b>	<b>CP – 04</b>
<b>Proposals: PRIVATE FACULTY: Thompson 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	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Full Committee	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	

<b>Norton Lindsey, Holy Trinity {2022-079709}</b>	<b>Grade: II*</b>	
<b>Proposals: Repairs to Church wall in Graveyard</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> Chris Patrick Simon Bird		
<b>DAC is invited to:</b> Consider the application for a Notification of Advice		
<b>Nuneaton, St Mary {2023-085481}</b>	<b>Grade: II</b>	
<b>Proposals: Replacement window to stained glass window and commemorative stone engraving</b>		
<i>Project architect:</i> Jason Brooks		
<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> Ben Sinclair Tim Cockell		
<b>DAC is invited to:</b> Consider the application for a Notification of Advice		
<b>Ryton-on-Dunsmore, St Leonard {C6983/2023}</b>	<b>Grade: II*</b>	<b>CP – 05</b>
<b>Proposals: PRIVATE FACULTY: Tunney 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> 2 <span style="float: right;"><i>Last DAC meeting:</i> 08/03/2023</span>		
<i>Referred to:</i> Full Committee		
<b>DAC is invited to:</b> Note the Chancellor's statement of reasons		
<b>Salford Priors, St Matthew {2023-084618}</b>	<b>Grade: I</b>	
<b>Proposals: South Aisle roof repairs</b>		
<i>Project architect:</i> Steven Matthews		
<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> Simon Bird		
<b>DAC is invited to:</b> Consider the application for a Notification of Advice		

<b>Stratford-upon-Avon, Holy Trinity {2023-085830}</b>	<b>Grade: I</b>
<b>Proposals: Inscribe a paving stone in memory of Rev Neville Beamer</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	<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	
<b>Stratford-upon-Avon, Holy Trinity {2023-085824}</b>	<b>Grade: I</b>
<b>Proposals: Addition of Security bar on South porch door</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	<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	
<b>Stratford-upon-Avon, Holy Trinity {2023-085821}</b>	<b>Grade: I</b>
<b>Proposals: Organ Overhaul and Service</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	<i>Last DAC meeting:</i>
<i>Referred to:</i> Nigel Allcoat	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Tile Hill, St Oswald {2023-085512}</b>	<b>Grade: II</b>
<b>Proposals: Felling of overgrown shrub causing damage to roof</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	<i>Last DAC meeting:</i>
<i>Referred to:</i> David Lowe	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	

**Wyken Croft, Risen Christ  
{2023-085412}**

**Grade:  
Unlisted**

**Proposals:** Installation of a new, replacement 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

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

**b) Site Visits**

**Leamington Spa, Holy Trinity  
{C6729/2021}**

**Grade:  
II**

**CP – 06**

**Proposals:** Development Project (details TBC)

*Project architect:* KKE Architects

*Contractor:*

*Total:*

*No. DAC meetings:* 3

*Last DAC meeting:* 27/01/2022  
2

*Referred to:* Full Committee Site Visit

**DAC is invited to:** To receive an update regarding the proposals following an informal site visit by Church Buildings Officer, 24/04/2023

**Old Milverton, St James  
{C7053/2023}**

**Grade:  
II**

**CP – 07**

**Proposals:** Construction of an extension on the West side of the church, and installation of a WC at the base of the tower

*Project architect:* Rodney Melville Associates

*Contractor:*

*Total:*

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Full Committee

**DAC is invited to:** Support the recommendations of the informal site visit report undertaken by the Church Buildings Officer, 16/05/2023



**7. ADDITIONAL CASES**

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

**8. LIST B APPLICATIONS**

**Allesley, All Saints {2023-082574}**

**Proposals Five Notice boards**

**Date issued 24/04/2023**

---

**Bilton, St Mark {2023-083694}**

**Proposals The disposal of an altar fall and its replacement by a new fall**

**Date issued 03/05/2023**

---

**Bilton, St Mark {2023-084241}**

**Proposals New Frontal for the Nave Altar**

**Date issued 03/05/2023**

---

**Finham, St Martin in the Fields {2023-084706}**

**Proposals Replacing and moving fixed display screen**

**Date issued 24/04/2023**

---

**Kineton, St Peter {2022-079836}**

**Proposals The pollarding of 11 Lime trees on the boundary of the main church yard**

**Date issued 24/04/2023**

---

**Ladbroke, All Saints {2023-084427}**

**Proposals Repointing**

**Date issued 21/04/2023**

---

**Wolvey, St John Baptist {2023-083540}**

**Proposals Stonework repair as required in Quinquennial Review from 2019**

**Date issued 03/05/2023**

---

**9. GENERAL MATTERS**

**a) Quinquennial Inspection Reports received**

<b>Church</b>	<b>Architect</b>	<b>Inspection Date</b>	<b>Report Received</b>	<b>Report complies with Scheme?</b>
Astley, St Mary the Virgin	Stephen Oliver	13/04/2023	27/05/2023	Yes
Coventry, Holy Trinity	Adrian Mathias	06/04/2023	23/05/2023	Yes
Harborough Magna, All Saints	Steven Matthews	16/05/2023	01/06/2023	Yes
Haselor, St Mary and All Saints	Steven Matthews	03/05/2023	17/05/2023	Yes
Stoke (Coventry), St Michael	Steven Matthews	09/05/2023	24/05/2023	Yes
Weddington, St James	Simon Bird	14/03/2023	10/05/2023	Yes

**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 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