

AGENDA JANUARY 2024

Diocese of Coventry Advisory Committee for the Care of Churches

Wednesday 24 January 2024

16 January 2024

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	Alveston, St James
	Whichford, St Michael

- 3. **MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on Wednesday 06 December 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**

Alveston, St James {2023-083612}

Proposals	CONFIRMATORY FACULTY for works done after the granting of an Interim Faculty from the Chancellor for the installation of three phase power and replacement heating system as per Western Power Breakdown of Works and quote by Herschel dated 24/3/23
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Date issued	11/12/2023
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Barford, St Peter {2023-086796}

Proposals	The placement of a wooden bench with a memorial plaque in the St. Peter's Barford churchyard extension, movement of existing bench to the centre of cemetery where it will replace a dilapidated bench, as per supporting documents.
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Date issued	20/12/2023
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Bedworth, All Saints {2023-092066}

Proposals **Removable secondary glazing to lower vestry (office) and main office**

Date issued 07/12/2023

Brailes, St George {2023-085520}

Proposals **Stonework repairs to tower**

Date issued 09/01/2024

Chapelfields (Coventry), St Mary Magdalen {2023-088526}

Proposals **Installation of stand and votive candle holder for Chapelfields Icon of Christ**

Date issued 09/01/2024

Coughton, St Peter {2021-058538}

Proposals **RETROSPECTIVE FACULTY for Installation of PA system as per "Coughton Pa cost.doc"**

Date issued 28/11/2023

Coventry, Holy Trinity {2022-073296}

Proposals **Installation of an AED (donated by the council) onto a free-standing post as per "AM Installation of Defibrillator December 2023.pdf" and "36-109- SK01 Difibcaddy Supporting Post Detail.pdf"**

Date issued 15/12/2023

Kenilworth, St Nicholas {2023-092616}

Proposals **Installation of new AV system, cameras for streaming of services, new WiFi system and LCD monitors for the organist and bellringers, as per proposals by proposals by SFL and Hilltop Audio Visual Ltd.**

Date issued 08/12/2023

Kenilworth, St Nicholas {C7011/2023}

Proposals **PRIVATE FACULTY: Clive memorial**

Date issued 13/12/2023

Radford, St Nicholas {C7124/2023}

Proposals PRIVATE FACULTY: Bettridge memorial

Date issued 30/11/2023

Stratford-upon-Avon, Holy Trinity {2023-089822}

Proposals RETROSPECTIVE FACULTY: Installation of AV at Holy Trinity

Date issued 15/12/2023

Warwick, St Mary {2023-091278}

Proposals Repair to tower east window, as per detailed notes of the proposed works (prepared by Mark Stewart RIBA SCA AABC)

Date issued 07/12/2023

Weddington, St James {2023-090114}

Proposals Installation of AV equipment

Date issued 15/01/2024

Wolston, St Margaret {2023-091211}

Proposals Tiling of Lady Chapel floor, as per "Faculty for Lady Chapel floor rev01" document

Date issued 08/12/2023

6. NOTIFICATION OF ADVICE APPLICATIONS

a) Applications

**Alveston, St James
{2023-088034}**

**Grade:
II**

Proposals: Installation of solar panel and battery storage system

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total: _____

No. DAC meetings: 1

Last DAC meeting:

Referred to: Brough Skingley Nick Reading

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

Alveston, St James {C7170/2023}	Grade: II	CP – 01
Proposals: PRIVATE FACULTY: Lewis memorial		
<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		
Ball Hill (Coventry), St Margaret of Antioch {2023-092660}	Grade: Unlisted	
Proposals: Quinquennial Report 14 October 2023 recommended urgent roof and downpipes works for areas over hospitality area, 'kairos' office space, kitchen, toilets, hallway		
<i>Project architect:</i> Adrian Mathias		
<i>Contractor:</i> _____		
<i>Total:</i> _____		
<i>No. DAC meetings:</i> 1 <i>Last DAC meeting:</i>		
<i>Referred to:</i> Simon Bird		
<i>DAC is invited to:</i> Consider the application for a Notification of Advice		
Finham, St Martin in the Fields {2023-092763}	Grade: Unlisted	
Proposals: Refurbishment of hall kitchen and toilets after flood damage		
<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		
Keresley, St Thomas {C7174/2023}	Grade: II	CP – 02
Proposals: PRIVATE FACULTY: Tinkler memorial		
<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		

Rugby, St Oswald (New Bilton), St Oswald {2023-093258}	Grade: Unlisted	CP – 03
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Proposals: Re-ordering of Nave and Chancel

<i>Project architect:</i> William Assheton	
<i>Contractor:</i>	
	<i>Total:</i> _____
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Mark Evans Brough Skingley Heather Loosemore	
<i>DAC is invited to:</i> Consider the application for a Notification of Advice	

Stoke (Coventry), St Michael {C7178/2023}	Grade: II*	CP – 04
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Proposals: PRIVATE FACULTY: Haywood memorial

<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	

Stratford-upon-Avon, Holy Trinity {2023-093257}	Grade: I
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Proposals: Install Oak Platform/Steps replacing MDF Platform/Steps

<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	

Whichford, St Michael {C7183/2024}	Grade: I	CP – 05
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Proposals: Reordering works comprising:

1. Removal and disposal of pews in North aisle
2. Installation of castors on the pews in the nave
3. Replacement of pew platforms with level floor
4. Reopening of Stourton door in North aisle
5. Possible introduction of small cupboard servery into west end of North aisle.

In relation to the Reading room:

1. Adaptation of church path to provide ramped access to the Reading Room
2. Alteration of door to improve access
3. Improvements to Reading room (Kitchen, WC, heating/insulation)

<i>Project architect:</i> Simon Bird	
<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 whether to attend a site visit based on Statements of Significance and Need	

Wolvey, St John Baptist {C7172/2023}	Grade: II*	CP – 06
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Proposals: PRIVATE FACULTY: Wiggins memorial

<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	

b) Site visits

Walsgrave-on-Sowe, St Mary {C7173/2023}	Grade: II*	CP – 07
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Proposals: Various projects

<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> Site Visit	
<i>DAC is invited to:</i> Support the recommendations of the report on the site visit, 14 December 2023.	

7. ADDITIONAL CASES

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

8. LIST B APPLICATIONS

- a) Applications issued

Arrow, The Holy Trinity {2023-092445}

Proposals Planting 2x apple trees in churchyard as part of Forest Church/Christingle project.

Date issued 11/12/2023

Cubbington, St Mary {2023-092519}

Proposals Bellpad replacement

Date issued 30/11/2023

Hartshill, Holy Trinity {2023-092363}

Proposals Repair cracks at rear of church, identified in the Quinquennial report, and point up with lime mortar

Date issued 18/12/2023

Shottery, St Andrew {2023-092558}

Proposals Replacement of Noticeboard

Date issued 30/11/2023

9. GENERAL MATTERS

- a) Quinquennial Inspection Reports received

Church	Architect	Inspection Date	Report Received	Report complies with Scheme?
Leamington Spa, St Paul	Mark Stewart	17/10/2023	06/12/2023	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 24th January 2024 at 2pm

Wednesday 6th March 2024 at 2pm

Wednesday 24th April 2024 at 2pm

Wednesday 12th June 2024 at 2pm

Wednesday 24th July 2024 at 2pm

Wednesday 4th September 2024 at 2pm

Wednesday 23rd October 2024 at 2pm

Wednesday 4th December 2024 at 2pm