

AGENDA MARCH 2025

Diocese of Coventry Advisory Committee for the Care of Churches

Wednesday 12th March 2025

3rd March 2025

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, All Saints

3. MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on Wednesday 29th January 2025 (sent by email)

4. MATTERS ARISING FROM THE MINUTES

**5. DAC NOTIFICATIONS TO NOTE ISSUED SINCE THE LAST MEETING
FOLLOWING DELEGATION TO DAC MEMBERS**

Alderminster, St Mary and Holy Cross {2024-107018}

Proposals	Replacement and repair of damaged stonework, repointing and repairs to lead rainwater spouts, lead flashings and lead soakers as per Specification by Steven Matthews of Brown Matthews Architects Ltd, July 2024
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Date issued	17/02/2025
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Ashow, The Assumption of our Lady {2024-107956}

Proposals	Internal plasterwork, repointing of exterior stonework and work to rainwater goods, as per specification by Steven Matthews, dated January 2025
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Date issued	30/01/2025
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Halford, Our Blessed Lady St Mary {2025-109783}

Proposals **The felling of two trees and the removal of dead wood from two others as per Tree Survey Report by Tree Frontiers on 6th November 2024**

Date issued **25/02/2025**

Kenilworth, St Nicholas {C7409/2025}

Proposals **PRIVATE FACULTY: Blake memorial**

Date issued **29/01/2025**

Keresley, St Thomas {C7395/2024}

Proposals **PRIVATE FACULTY: Fardon memorial**

Date issued **29/01/2025**

Lower Shuckburgh, St John Baptist {2025-108184}

Proposals **CONFIRMATORY FACULTY for works carried out under interim faculty: Installation of water supply, as per method statements by Watertight Management**

Date issued **17/02/2025**

Priors Hardwick, St Mary {2025-108690}

Proposals **Digging of trial holes to establish whether levelling of the Vestry floor is viable for a future project to enable a WC & Served to be established, as per drawing number 21/04/105 by Bryan Martin, Architect**

Date issued **12/02/2025**

Radford, St Nicholas {C7394/2024}

Proposals **PRIVATE FACULTY: Onions memorial**

Date issued **29/01/2025**

Rugby, St Andrew {2025-108217}

Proposals **RETROSPECTIVE FACULTY for kitchen, heating and lighting works, as per "Application details" document, plus quotes and images.**

Date issued **03/02/2025**

Stratford-upon-Avon, Holy Trinity {2024-101271}

Proposals **Installation of a mechanical hoist for the chandelier as per quote from Penny Hydraulics of 1st March 2024**

Date issued 05/02/2025

Wasperton, St John Baptist {2025-108107}

Proposals **Investigatory works to the Bell Turret, as per Inspection Report by Steven Mathews dated January 2024**

Date issued 03/02/2025

6. NOTIFICATION OF ADVICE APPLICATIONS

a) Applications

**Bedworth, All Saints
{2025-110695}**

**Grade:
II***

Proposals: **The upgrading of the lights in All Saints Church**

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total:

No. DAC meetings: 1

Last DAC meeting:

Referred to: Heather Loosemore

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

**Halford, Our Blessed Lady St Mary
{2025-110460}**

**Grade:
II***

Proposals: **Retrospective Faculty for the repair of an external, graveyard wall**

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total:

No. DAC meetings: 1

Last DAC meeting:

Referred to: Mark Evans

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

Idlicote, St James the Great {2024-099299}		Grade: II*
Proposals: Work to repair turret and install mesh to protect clock		
<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	
DAC is invited to:	Consider the application for a Notification of Advice	
Leamington Spa, All Saints {2022-076316}		Grade: II*
Proposals: Make safe a partially collapsed table tomb		
<i>Project architect:</i>	No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	<i>Total:</i> _____	
<i>No. DAC meetings:</i>	1	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Simon Bird Chris Patrick	
DAC is invited to:	Consider the application for a Notification of Advice	
Leamington Spa, Holy Trinity {C6729/2021}		Grade: II CP – 01
Proposals:		
1. Removal of pews		
2. Installation of servery in north aisle		
3. Installation of WC at West end of north aisle		
4. Relocation of font		
5. Reorganisation of meeting room space in north west corner, including inserting glazed screens into north transept arcade		
6. Installation of new ASHP heating system in nave.		
<i>Project architect:</i>	KKE Architects	
<i>Contractor:</i>	<i>Total:</i> _____	
<i>No. DAC meetings:</i>	4	<i>Last DAC meeting:</i> 07/06/2023
<i>Referred to:</i>	Full Committee Site Visit	
DAC is invited to:	Support recommendations of site visit report, 15/01/2025	

Leamington Spa, St Mary
{2025-109702}

Grade:
II

Proposals: Repair and clean the war memorial in the car park

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total:

No. DAC meetings: 1

Last DAC meeting:

Referred to: Mark Evans

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

Stratford-upon-Avon, Holy Trinity
{C7436/2025}

Grade:
I

CP – 02
CP – 03

Proposals: 1. Construction of large extension on south side of church to create flexible meeting space, kitchen and song school
2. Demolition and rebuilding/incorporation of listed bier house (details TBC)

Project architect: Stephen Oliver

Contractor:

Total:

No. DAC meetings: 1

Last DAC meeting:

Referred to:

DAC is invited to: Give pre-application advice and consider if a site visit is necessary

Stockton, St Michael and All Angels
{2025-109543}

Grade:
II*

Proposals: Relaying of Churchyard path with non-slip paver/tile

Project architect: No Architect consulted or engaged on the proposals

Contractor:

Total:

No. DAC meetings: 1

Last DAC meeting:

Referred to: Mark Stewart

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

7. ADDITIONAL CASES

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

8. LIST B APPLICATIONS

a) Applications issued

Bedworth, All Saints {2025-109168}

Proposals Pollarding 3 trees between All Saints and the health centre

Date issued 24/02/2025

Bedworth, All Saints {2025-109377}

Proposals Installation of Microphones for Live Streaming and Recording

Date issued 20/02/2025

Coventry, St Anne and All Saints {2025-109093}

Proposals Like for like repair of ceiling and wall outside toilet area in church

Date issued 25/02/2025

Honiley, St John Baptist {2025-109487}

Proposals Replace existing lights in ringing chamber with emergency lighting as recommended in recent risk assessment by bell ringers

Date issued 26/02/2025

Lillington, St Mary Magdalene {2023-092762}

Proposals Maintenance of churchyard boundary wall

Date issued 25/02/2025

Preston Bagot, All Saints {2024-107808}

Proposals Minor Maintenance works recommended by 2024 Quinquennial inspection report

Date issued 29/01/2025

Priors Marston, St Leonard {2025-108156}

Proposals Repair to Buttress (external) on the North Wall

Date issued 23/01/2025

Priors Marston, St Leonard {2025-108160}

Proposals **Repair to the fractured South-West Window**

Date issued 23/01/2025

Rugby, St Andrew {2025-108176}

Proposals **Replace old fluorescent fittings with LED during approved lamp relocation**

Date issued 23/01/2025

9. GENERAL MATTERS

a) Quinquennial Inspection Reports received

Church	Architect	Inspection Date	Report Received	Report complies with Scheme?
Bulkington, St James	Simon Bird	29/11/2024	10/03/2025	No - 6 weeks late
Farnborough, St Botolph	Steven Matthews	25/02/2025	11/03/2025	Yes
Ladbroke, All Saints	Andrew Salter	23/10/2024	03/03/2025	No - 10 weeks & 5 days late
Westwood, St John Baptist	Steven Matthews	18/02/2025	25/02/2025	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 30th April 2025 at 2pm

Wednesday 11th June 2025 at 2pm

Wednesday 23rd July 2025 at 2pm

Tuesday 29th July – DAC TOUR

Wednesday 3rd September 2025 at 2pm

Wednesday 22nd October 2025 at 2pm

Wednesday 10th December 2025 at 2pm