



THE CHURCH
OF ENGLAND

DIOCESE OF
WORCESTER



Diocese of Worcester Faculty Jurisdiction (Amendment) Rules

1 July 2022

Faculty Jurisdiction Rules

All consecrated buildings and burial grounds are subject to the jurisdiction of the Diocesan Bishop. This is exercised through the Faculty Jurisdiction Rules and overseen by the Chancellor of the Diocese, the Bishop's principal legal officer.

All works and alterations to churches or burial grounds are subject to the rules and cannot take place until a Faculty is in place.

Two categories of exemption from requiring a Faculty exist: List A which details those matters that can be undertaken without any permission and List B which details matters which require an application to the Archdeacon for permission. The lists are reproduced in this booklet.

Many churches are listed buildings: designated by the state as a building, structure or area that merits national interest and protection. Gaining the permission of a Faculty exempts the requirement for obtaining Listed Building Consent from the local planning authority through an exemption for the five main denominations. Works may still require other secular consents such as Planning Permission and Building Regulations Approval.

Some unconsecrated buildings and land are subject to the rules too, including church halls that are within the curtilage of the churchyard. If you are unsure, then please speak to the Diocesan Registrar.

These Amendments

The current Faculty legislation was introduced in 2015 and is amended from time-to-time. These latest amendments recognise the General Synod's commitment in 2020 that all parts of the Church become 'Net Zero' in carbon use by 2030.

This goal is not achieved through legislation alone, but there is a need to put into law measures that encourage parishes to move towards Net Zero. These changes were passed at Synod in February 2022 and, subsequently, by Parliament. They came into force on 1 July 2022.

The majority of changes make it easier to undertake measures that are positive for carbon reduction (i.e. requiring less or no permission). Others increase the level of permission required to undertake measures that are negative for carbon reduction or are like-for-like replacements of fossil-fuel equipment.

Guidance on moving your church towards Net Zero can be found on the Church of England website ~ type 'net zero' into the search box
www.churchofengland.org/resources/churchcare/net-zero-carbon-church

It is a PCC's legal responsibility to seek permission for works undertaken, or changes made, to the church, churchyard and other buildings that are covered by Faculty Jurisdiction. If you are in any doubt as to what level of permission you require or would like any advice on any aspect of caring for your church and churchyard, contact the Church Buildings Team or Diocesan Registry:

churches@cofe-worcester.org.uk | 01905 732809
www.cofe-worcester.org.uk/church-buildings

The Online Faculty System (OFS)

Introduced in the Diocese of Worcester in summer 2018, the Online Faculty System (OFS) is used to process all applications for permission. The OFS is used across almost all Church of England dioceses now.

Parish representatives can sign up as users at any time via <https://facultyonline.churchofengland.org> at any time. If you are not the minister or churchwarden, a request will be made to the PCC to confirm that you are authorised by them to apply for permissions. If you look after more than one church, you can sign up to multiple churches on the same user account.

The PCC is the body that is legally responsible for a church or burial ground. A Faculty application (and some more extensive List B applications) need to be authorised by a resolution of the PCC. This resolution should be recorded in a specific form using the template which can be downloaded from: www.cofe-worcester.org.uk/church-buildings

Third parties (such as the Local Authority in the case of closed churchyards) can make an application through the OFS too. At present, applications for grave reservations, non-standard memorials and exhumations cannot be made on the OFS; initial contact should be made to the Diocesan Registrar for these www.cofe-worcester.org.uk/diocesan-registry.php

On the OFS, applications switch between applicant actions and management actions. You receive a notification email at every point an application is returned to you for further action: add the OFS to your list of contacts to ensure these don't go to your junk emails or you won't know there is an action waiting.

The OFS has a useful library of step-by-step user guides in its "Help" section, or a member of the Church Buildings Team will be happy to assist with using the system. The site is due a re-build in 2023/4: training sessions will be offered to parish users once complete.

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.

Matter

Specified conditions

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 (b) works of repair not materially affecting the fabric or any historic material	The parochial church council's insurers are notified if external scaffolding is to be erected
(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 <i>where the church is not a listed building</i>	The works do not involve the replacement of timber
(6) Works of maintenance, repair and adaptation (not amounting to substantial addition or replacement but including re-wiring) to existing: (a) heating systems (including the replacement of control equipment and	The works do not involve making additions to an electrical installation 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

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the insulation of pipes in the boiler room and ancillary service areas)
(b) gas, water or other services
(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)

Specified conditions

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 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))
In the case of adaptation, the parochial church council's insurers are notified of the proposals

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| (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)
(b) The replacement of a flue liner | The works do not involve the creation of a new external flue.

The parochial church council's insurers are notified of the proposals. |
| <hr/> | | |
| (8) | The like for like replacement of roof lead or other material covering the roof of a building <i>which is not a listed building</i> | The original introduction of the material being replaced was authorised
The installation of roof insulation is considered
The parochial church council's insurers are notified of the proposals |
| <hr/> | | |
| (9) | The installation of a roof alarm (including an alarm with an image capture facility) | The amount of associated cabling is kept to the minimum that is reasonably practicable
The parochial church council's insurers are notified of the proposals
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)) |
| <hr/> | | |
| (10) | The application of forensic marking on roof lead or other material covering a roof or to rain water goods or flashings | |
| <hr/> | | |
| (11) | Work to an existing lightning conductor or to an earth mat | The parochial church council's insurers are notified of the proposed work |

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Specified conditions

connected to an existing lightning conductor

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

(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*

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Specified conditions

A2. Musical instruments

(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	No bell is lifted from its bearings

A4. Clocks

(1) The inspection and routine maintenance of clocks & clock dials	Works do not include re-painting or re-gilding 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	

Matter

Specified conditions

(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 re-gilding 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: (i) woodwork or metalwork of historic or artistic interest (ii) Royal coats of arms (iii) hatchments or other heraldic achievements (iv) paintings (v) textiles of historic or artistic interest (vi) 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 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: (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	No article of historic or artistic interest is removed or disposed of No article being introduced is fixed to historic fabric

Matter

Specified conditions

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

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

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

- (1) Works of maintenance and repair to the building and the replacement of fittings in the building

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- (2) The introduction, removal or disposal of furniture and fittings
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- (3) Replacement of material covering the roof *where neither the church nor the church hall or similar building is a listed building*
-
- (4) The introduction of a defibrillator in a building *which is not a listed building*
-

Specified conditions

- No article of historic or artistic interest is removed or disposed of
-
- The installation of roof insulation is considered.
-

A7. Churchyard

- (1) The introduction and maintenance of equipment for maintenance of the church and churchyard
-
- (2) The repair of paths and other hard-surfaced 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
(See matters B6(2) and (3) in List B for repairs to walls and lychgates)
-

Any new disturbance below ground level is kept to a minimum

- (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 & Country Planning (Control of Advertisement) (England) Regulations 2007 are complied with,
- the replacement noticeboard is not illuminated, and
- any new disturbance below ground level is kept to a minimum

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Specified conditions

(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 or replacement of gas and oil tanks (and associated pipe work) (See matter B6(4A) in List B for replacement of gas tanks)	No works of excavation are involved 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 <i>where the church is not a listed building</i>	
(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, <i>where the church is not a listed building</i>	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

<p>(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)</p>	<p>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</p> <p>Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards</p>
<p>(2) The lopping or topping of any tree</p> <ul style="list-style-type: none">• that is dying or dead; or• has become dangerous	<p>Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards</p>
<p>(3) The removal of dead branches from a living tree</p>	<p>Regard is had to guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards</p>

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.

Matter

Specified conditions

B1. Church building etc.

(1) Works of repair affecting the fabric or historic material	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 The repair does not involve the substantial replacement of a major part of the fabric or of historic material Details of any materials to be used are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter The works do not involve any new disturbance below ground level The parochial church council's insurers are notified if external scaffolding is to be erected
(2) The installation of a wall offertory box	The installation does not affect historic fabric
(3) Works of external or internal redecoration (other than to areas of historic wall painting, even if already painted over)	Details of materials and colours are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter The overall appearance of the building is not changed The parochial church council's insurers are notified if external scaffolding is to be erected

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(4) The treatment of timber against beetle or fungal activity *where the church is a listed building*

(5) The replacement of a boiler, whether in the same or substantially the same location and utilising, whether with existing or similar pipe runs:
(a) a non-fossil fuel supply in place of a fossil fuel supply, or
(b) a different non-fossil fuel supply
(See matter A1(7) in List A for replacement using existing fuel supply)

(6) The like for like replacement of roof lead or other material covering the roof of a *listed building*

(6a) The installation of roof insulation in a church *which is not a listed building*

(7) The installation of lighting and safety equipment

(8) (a) The extension of an existing lighting system

Specified conditions

The works do not involve the replacement of timber

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

The original introduction of the material being replaced was authorised
The installation of roof insulation is considered
The parochial church council's insurers are notified of the proposals

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

The lighting or other equipment:
- 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.

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 installation will not affect any graves or vaults
The parochial church council's insurers are notified of the proposals

Any work to an electrical installation or electrical equipment is carried out

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(b) The replacement of light fittings with fittings suitable for low-energy lamps

Specified conditions

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

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

(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.

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Specified conditions

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 re-instatement 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

Matter

Specified conditions

B2. Bells etc

(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

Matter

Specified conditions

- (8) The introduction of peal boards in a location not normally visible to the public
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B3. Clocks

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|--|---|
| (1) Alterations to striking trains to prevent striking at night | No part of the clock movement is affected |
| <hr/> | |
| (2) The repair or replacement of electrical or electronic clocks manufactured after 1950 | |
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B4. Church contents

- | | |
|---|---|
| (1) The repair and maintenance of church plate (including candlesticks and crosses) not of historic or artistic interest | |
| <hr/> | |
| (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 |
| <hr/> | |
| (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 |
| <hr/> | |
| (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 of 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)) |
| <hr/> | |
| (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 | Only breathable material is used
No article of historic or artistic interest is replaced |

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Specified conditions

movable floor coverings
between individual pews)

(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 a 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*

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

Specified conditions

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

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

- (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

Matter

(2) The repair or rebuilding of walls

Specified conditions

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 historic interest under the Planning (Listed Buildings and Conservation Areas) Act 1990

Any new disturbance below ground level is kept to a minimum

(3) The repair of lychgates

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

(4) The introduction, replacement or alteration of a notice board

A new notice board is not illuminated
The Town and Country Planning (Control of Advertisement) Regulations 2007 are complied with

(4a) The replacement of gas tanks (and associated pipe work)
(See matter A7(8) in List A for disposal of gas and oil tanks)

No works of excavation are involved, other than the digging of a trench which:

(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

(b) where it is underneath a footpath (whether or not a public right of way), is at a depth of 450 millimetres.

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 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.

The replacement tank is of similar dimensions and in substantially the same location.

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.

Matter

(5) The introduction of a defibrillator
where the church is a listed building

(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*

(6) The introduction of stands for bicycles

(7) The resurfacing of paths and other hard-surfaced 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

Specified conditions

Any new disturbance below ground level is kept to a minimum

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.

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 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.

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.

Matter

B7. Trees

(1) The planting of trees

Specified conditions

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) 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

General notes List A and List B set out matters which may generally be undertaken without a faculty subject to conditions specified 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 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.



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