



Additional Matter Orders

Matter	Provisos	Date agreed with the Chancellor
Bike racks	(i) No bike rack is to be installed using the 'sink in'* system on stone work in churchyards without a faculty. (ii) No bike rack is to be installed using the 'sink in'* system in graveyards in areas where there may have been burials without a faculty. * 'sink in' - two holes which are dug and the posts of the stand are concreted into position.	24/05/2019
Installation of broadband connection	- An existing telephone line is used; - cables have to be laid in the churchyard; - a wireless radio has to be installed; and - a satellite has to be installed. Where existing line is used the installation to be treated as list A matter with the following condition: (i) the fixing of any equipment to the fabric of the church is overseen by the church architect or surveyor. Where cables have to be laid in the churchyard the installation will require the Archdeacon's permission as if under list B and will include the following conditions: (i) The installation shall be overseen by the church architect or surveyor and/or an archaeological watching brief who shall agree the cable route, fixings and access point into the church so as to minimise the impact upon historic fabric. Trench routes shall follow footpaths where possible and the depth of the excavations shall not exceed 250mm. (ii) If any human remains are disturbed in the course of the works the Registrar's directions shall be sought forthwith. (iii) A record (photographic or otherwise) of the route and the finished installation shall be kept with the parish log. (iv) Electrical work to be IEE18 certified. Should archaeological issues arise in particular parishes, they may be addressed by an additional condition imposed by the Archdeacon on the advice of a DAC assessor. In respect of the installation of a broadband connection to a church where a wireless radio has to be installed, the matter will require the Archdeacon's permission as if under List B and will include the following conditions: i) The installation shall be overseen by the church architect or surveyor who shall agree the fixings to minimise the impact upon historic fabric and/or an archaeological watching brief. ii) Electrical work to be IEE18 certified. In respect of the installation of a broadband connection to a church where a satellite has to be installed, the matter will require the Archdeacon's permission as if under List B and will include the following conditions: (i) The installation shall be overseen by the church architect or surveyor who shall agree the fixings to minimise the impact upon historic fabric. (ii) Electrical work to be IEE18 certified.	11/12/2020

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Matter	Provisos	Date agreed with the Chancellor
Minor repairs and conservation to stained glass	N/A	17/02/2020
Installation of breakers to tower windows	Planning permission to be obtained	12/01/2020
Archaeological test pits	N/A	12/02/2020
Disposal of elements of redundant heating systems	Any works should be made good.	12/02/2020
Felling of a tree	Local Authority Permission should be obtained if the tree has a Tree Preservation Order or is within a conservation area.	12/02/2020
Introduction of handrails	Planning permission to be obtained if within the churchyard. Placement of handrails to be agreed by the DAC accessibility adviser.	12/02/2020
Introduction of small functional items to churchyard	N/A	12/02/2020
Introduction or replacement of roof Insulation and/or cavity wall insulation	N/A	24/10/2023
Introduction, removal and disposal of external noticeboards	(i) No article of historic or artistic interest is removed or disposed of. (ii) No article being introduced is fixed to historic fabric. (iii) Subject to planning permission and advertising regulations Town and Country Planning (Control of advertisement) Regulations 2007.	12/02/2020
Temporary display of "There but Not There" transparent installation in remembrance of the dead of World War I	(i) The church architect or surveyor shall approve the location any fixing of the installation. (ii) The installation may be put in place during the month of November in each year and at other times authorised by the Chancellor. (iii) Arrangements shall be made for the safe storage of the installation when it is not in use.	17/02/2020



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The use of an area of the church grounds for the cultivation of vegetables	(i) A committee must be formed, chaired by the Incumbent, to supervise the cultivation of the area in questions. A Secretary must also be appointed to the committee, the Secretary must be a member of the PCC. (ii) The parish must inform the DAC and the Registry that they wish to use the part of the churchyard to cultivate vegetables and the date from which the cultivation will start. (iii) That committee shall satisfy itself that: -If the area is in an open churchyard, it is not in an area where there have been any burials historically, - If the area is in an open churchyard, it is not in an area where there are grave reservations, - The beds are raised from the ground and edged appropriately to prevent either unwanted contamination from the soil or any spread of vegetation to other parts of the churchyard, - The beds are raised such a height that they are accessible to anyone who wishes to be part of the cultivation of vegetables, - The soil used in the beds has not been excavated from any area of the churchyard, (iv) By the second anniversary of the issue of the date of the creation of the vegetable area, the Committee and the PCC shall review the condition and operation of the garden and shall report on the same to the DAC and the Registry. The report must include up to date photographs of the vegetable area and the churchyard, and a written report of how the project has gone and, if it is still operating, how it is operating at that point.	17/02/2020
Permanent introduction of livestreaming equipment.	(i) The Church Architect should be asked to comment on the proposed fixings and camera positions; (ii) The PCC should compile with GDPR and Home Office Regulations; (iii) Electrical wiring should be NAPIT or NICEIC certified, the certificate should be held with the parish's five yearly electrical test certificate; and (iv) The PCC should advise its insurers of the proposed works	25/06/2021
Investigatory works that are needed to develop a faculty proposal	Following conditions shall apply to the Works: 1. the Works are the minimum necessary to inform a proper understanding of the issue(s); and 2. the Works shall follow a clear methodology, including all scenarios for reinstatement such as any protection required pending subsequent repair and/or making good in the event that wider repair may not be necessary or may be delayed).	02/09/2021



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Introduction of 13 Amp weatherproof sockets	Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; 2. that the design of the Works and materials used provide protection from inclement weather; 3. that those parts of the Works located externally shall (a) have the protection of a Residual Current Breaker with Over-current which is separate from the indoor circuits and (b) be double pole switched from inside the building so that the Works do not remain live externally when unattended; and 4. that the installation of the Works is carried out by a contractor who is NICEIC accredited for commercial installation and the installation shall be certified and the certificate held with the parish's five-yearly electrical test certificate.	30/09/2021
Introduction of an altar frontal	Following conditions shall apply to the Works: 1. that details of the works are entered in the Log Book; and 2. that the Parochial Church Council shall engage with the Diocesan Advisory Committee as soon as possible in the planning process to secure guidance and support.	30/09/2021
Cultivation of flowers and/or shrubs in churchyard	Following conditions shall apply to the Works: 1. that details of the works are entered in the Log Book; 2. a committee must be formed, chaired by the Incumbent, to supervise the cultivation of the area in question; 3. a Secretary must also be appointed to the committee, the Secretary must be a member of the PCC; 4. the parish must inform the DAC and the Registry that they wish to use part of the churchyard to cultivate flowers and/or shrubs, and the date from which the cultivation will start; 5. That committee shall satisfy itself that: (i) if the area is in an open churchyard, it is not in an area where there are grave reservations; (ii) the beds are raised from the ground and edged appropriately to prevent either unwanted contamination from the soil or any spread of vegetation to other parts of the churchyard; (iii) the beds are raised to such a height that they are accessible to anyone who wishes to be part of the cultivation of flowers and/or shrubs; (iv) the soil used in the beds has not been excavated from any area of the churchyard; (v) by the second anniversary of the issue of the date of the creation of the flower and/or shrub area the Committee and the PCC shall review the condition and operation of the garden and shall report on the same to the DAC and the Registry. The report must include up to date photographs of the area and churchyard, and a written report of how the project has gone and, if it is still operating, how it is operating at that point.	07/12/2021



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Removal of telecoms equipment	Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; and 2. the telecoms company (or the owner of the equipment as the case may be) makes good the church fabric following the removal of the telecommunications equipment-	23/05/2022
Picnic benches	Following conditions shall apply to the Works: 1. that details of the Works are entered in the church Log Book; 2. that no picnic bench is introduced into an area which contains or is within close proximity to memorials, grave stones and/or gardens of remembrance; 3. that no picnic bench includes an integral parasol or any fixtures/fittings which may encourage the attachment of a parasol to the bench; 4. that there is a corresponding and appropriate introduction of litter bins to the area where the bench is introduced, particularly if more than one bench is introduced; 5. that all picnic benches introduced are sufficiently and appropriately fixed to the ground, that any new disturbance below ground level is kept to a minimum and that appropriate guidance is given by the Archdeacon or DAC to the PCC in the event of the possibility of consequent disturbance of human remains; and 6. that the use or introduction of barbecues to the area of the picnic bench shall be absolutely prohibited.	26/05/2022
Introduction of equipment to facilitate live-streaming	Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; 2. that at all times whilst the equipment is installed and operational the PCC complies with the data protection legislation and guidelines in force and applicable at such time; 3. that the electrical wiring is NAPIT and NICEIC certified and the resulting certificate held with the parish's five yearly electrical test certificate; and 4. that the FCC's insurers are advised of the proposed works prior to installation.	13/10/2022
Temporary heating systems	The introduction of a temporary heating system, which for the purpose of this Order shall mean: a) a trailer mounted oil-fired boiler (which are installed outside and are connected to the existing hot water pipework); b) oil or gas hot air heating systems (which must be the 'indirect' type (i.e. that don't blow any combustion products into the building); c) electric heating systems; d) such other temporary heating systems that shall be agreed in writing by the Diocesan Advisory Committee with the Archdeacon Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; 2. the Works shall be designed so that: 2.1 no permanent harm shall be caused to the fabric of the building by introduction of the system;	15/12/2022



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	2.2 the heating system can be removed at the end of the time period referred to in condition 6; and 2.3 the fabric of the building can be made good following the removal of the heating system; 3. planning permission, if required, must be obtained prior to commencement of the Works; 4. the heating system shall be installed by a suitably accredited person; 5. all electric temporary heating systems and any electrics needed for a temporary gas or oil heating systems must be installed and checked by an NICEIC equivalent registered commercial contractor; 6. the heating system shall remain installed for no more than two heating seasons; and 7. the PCC shall submit a faculty application for: 7.1 their proposals for a permanent heating system; 7.2 the removal of the heating system; and 7.3 the making good of the fabric required as a result of such removal within one year from the giving of the Notice,. and 8. if the Works involve a matter to which net zero guidance applies, the proposal for the Works must include an explanation of how the applicants, in formulating the proposal, have had due regard to that guidance. For the purpose of this condition 'net zero guidance' shall mean guidance issued by the Church Building Council under section 55 of the Dioceses, Pastoral and Mission Measure 2007 on reducing carbon emissions	
The repair, alteration and/or upgrading of rainwater goods (including lead work) and/or the introduction of new rainwater goods including but not limited to, (1) additional downpipes, overflows, leaf guards to gutters and outlets; and (2) wider guttering, so as to increase capacity for heavy flows of rainwater and the entrapment of any consequent debris.	Following conditions shall apply to the Works: 1. details of the Works are entered in the Log Book; 2. the works do not involve any new disturbance below ground level; 3. the parochial church council's insurers are notified if external scaffolding is to be erected in order to carry out the Works; 4. if the Works involve a change of material or colour, the relevant Planning Authority is consulted and, if necessary, Planning Permission obtained; 5. the Works do not involve the substantial replacement of a major part of the fabric or of historic material; 6. the overall appearance of the building is not changed; 7. that any plumbers marks found on existing lead should be photographed, identified and cut-out, then retained or spot-welded back into any new lead work, according to the advice of the church architect; 8. that, where possible, all fixings should be made into joints, not stonework, using stainless steel or non-ferrous screws in fibre plugs; 9. if hot works are undertaken on the building, or within 3 metres of the building, then a hot works permit will be necessary; and 10. all those working at height shall take all appropriate safety measures and such safety measures used should be capable of arresting the fall of a person who loses a handhold or foothold.	16/01/2023



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Introduction of transparent or clear insulating window coverings	The application to the Archdeacon contains details of: (a) all fixings and coverings; (b) the means of cleaning and maintenance; (c) an independent analysis of the impact of the interlayer microclimate on any historical or stained glass; Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; 2. all coverings must be fitted by suitable qualified and experienced contractors; and 3. if required, planning permission must be sought prior to fitting.	23/04/2023
The holding of events including events open to the public, in closed Churchyards, (each an "Event")	The application to the Archdeacon contains details of: 1. the written consent of the Parochial Church Council (PCC) for the parish in which the churchyard is located is obtained to the Event prior to such Event being held (written consent may be in the form of an email from the Secretary or other officer sent on behalf of the PCC); 2. the written consent (which may be by email) of the minister in charge of the benefice in which the churchyard is located (or if in vacancy, the relevant area dean) to the Event is obtained prior to such Event being held (written consent may be in the form of an email); 3. sufficient detail to satisfy the Archdeacon that the Event and all entertainments, performances, performers and activities comprising the proposed Event are suitable and decent as becomes a consecrated site; 4. details of assessments and all appropriate licences required by the appropriate secular authorities for the holding of the Event; and 5. undertakings from the organisers of the Event that there shall be no anti-social or unseemly behaviour in the churchyard, or its immediate environs during the Event or whilst the Event is being set-up, closed to the public and/or packed down.	

The introduction of Noticeboards within churches and churchyards	The application to the Archdeacon contains details of: 1. details of the information board design, size and fixings must be agreed by the Archdeacon; 2. the information board is to be made of good quality materials and workmanship, such materials to blend in with the existing church furnishings (if internal); 3. final wording and any images for the proposed information board must be agreed by the archdeacon; 4. details of the proposed location of the information board must be agreed by the Archdeacon; 5. the information board shall not be located in the sanctuary/chancel of the church 6. the information provided on the board shall be limited to the social, cultural and architectural heritage of the church; and 7. the information shall be presented on the board in a way that is accessible be all visitors to the church.	26/07/2023
The introduction of an additional single inscribed slab/plaque/stone in a garden of remembrance to record the identity of additional deceased persons interred in a garden of remembrance' (the "Works")	Following conditions shall apply to the Works: 1. that details of the Works are entered in the Log Book; 2. that the material, font and design used match as closely as possible the material, font and design used for the inscribed slab/plaque/stone currently installed. (a) this Order is envisaged for occasions where the current single inscribed stone(s) in a garden of remembrance has or have little or no space left to inscribe further names of deceased persons interred in the garden and so an additional stone is required to record the identities of further deceased persons as they interred in the garden; (b) this Order applies to the installation of an additional single inscribed slab/plaque/stone and does not permit or require the replacement of the slab/plaque/stone currently installed; and (c) a separate application under this order will need to be made each time an additional single inscribed slab/plaque/stone is required in a garden of remembrance	21/11/2023

Introduction, adaption and removal of storage facilities (both internal and external) in an unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 4: 4.1 that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR 4.2 that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: 5.1 that the amount of associated cabling is kept to the minimum that is reasonably practicable; and 5.2 that any cable runs are secured so as to minimise the risk that they become loose; 5.3 for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. Planning Permission is obtained, if necessary.	5/01/2024
Introduction, adaption and removal of works to make buildings accessible (for example: ramps and platform lifts) (both internal and external) in a unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: 4.1 that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR 4.2 that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: 5.1 that the amount of associated cabling is kept to the minimum that is reasonably practicable; and 5.2 that any cable runs are secured so as to minimise the risk that they become loose; 5.3 for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. Planning Permission is obtained, if necessary. 7. The works must comply with Building Regulations	05/01/2024

Introduction of a kitchen in an unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. The Works must comply with Building Regulations.	05/01/2024
Introduction and adaption of a WC in an unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: 4.1 that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR 4.2 that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: 5.1 that the amount of associated cabling is kept to the minimum that is reasonably practicable; and 5.2 that any cable runs are secured so as to minimise the risk that they become loose; 5.3 for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. The Works must comply with Building Regulations.	05/01/2024

Introduction, adaption or removal of curtains in an unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints.	05/01/2024
Introduction, adaption or removal of lighting schemes in unlisted churches	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. Nothing of historic or artistic significance is removed.	05/01/2024

Introduction of a new heating system (non-fossil fuel) in unlisted churches.	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. The new heating system must not rely on fossil fuel.	05/01/2024
New flooring in unlisted churches	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. Breathable materials should be used where appropriate.	05/01/2024

Upgrade of electrical infrastructure including moving to 3 phase supply, re-wiring of electrical circuits in unlisted churches	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints.	05/01/2024
Installation of solar PV and battery storage in an unlisted church	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints. 6. Th equipment does not adversely affect the church's protection against lighting.	05/01/2024
Installation of heating controls, timers, smart	1. The details of the Works are entered in the Log Book;	05/01/2024

thermostatic radiator valves or other energy efficiency equipment in unlisted churches	2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints.	
Replacement or upgrade of hot water tanks in unlisted churches	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof; 3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints.	05/01/2024
Installation of insulated or uninsulated	1. The details of the Works are entered in the Log Book; 2. That the PCC's insurers are notified of the proposals if external scaffolding is to be erected or substantial work is being carried out to an electrical installation or electrical equipment or the roof;	05/01/2024

suspended ceilings, including any ducting necessary for HVAC systems in unlisted churches	3. That the PCC is satisfied that the person who is to undertake the work has the necessary skill and experience; 4. Without prejudice to the generality of condition 3: a. that any work carried out 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 meaning a scheme of product conformity certification which applies to the work that is to be carried out and which is accredited by the United Kingdom Accreditation Service (UKAS); OR b. that where applicable, the work is carried out by a body or person who is registered with the relevant government department or other body responsible for accreditation; 5. where cabling is necessary: a. that the amount of associated cabling is kept to the minimum that is reasonably practicable; and b. that any cable runs are secured so as to minimise the risk that they become loose; c. for external works, that only non-corroding fixings should be used and where practicable, they should be fixed in mortar joints.	
The maintenance, repair and like-for-like replacement of the whole or any part of a churchyard structure	1. the initial installation of which has been approved by faculty; 2. of a type such as (without limitation) a shed, bin store, or bicycle store; 3. for which provision is not otherwise made for its maintenance and/or repair and/or like-for-like replacement under List A or List B of the Rules or under an Additional Matters Order of this Consistory Court; 4. which is not a gravestone, memorial or war memorial; 5. that details of the Works are entered in the Log Book; and 6. No changes are made to accompanying hard surfaces (such as by way of example only, pathways and foundations)	25/01/2024
The addition of feet or castors on pews made on or after 1850 which are not of historic or architectural interest, with the following conditions:	1. The details of the works are entered in the Log Book. 2. All flooring and other areas revealed by the moving of any pew must be made good. 3. All applications must include details of the contractor. 4. All applications must include details of how stability of the pews will be guaranteed in their modified form. 5. All applications for castors must include details of any breaking system included in the design. 6. No pew that is so heavy that it's movement will cause damage to the flooring whilst being moved may be put on castors.	07/06/2024
The like for like replacement of clear and stained glass windows, and minor repairs and conservation works to clear glass windows	1. The details of the works are entered in the Log Book. 2. That no work is to be carried out to any window of historical or artistic interest.	30/09/2024

The replacement or upgrade of a door within all church halls and similar buildings which are not licenced for public worship but are subject to faculty jurisdiction	The application to the Archdeacon contains details of: (a) materials and colours of the door(s) and frame(s); and (b) whether the insulation of the door(s) and frame(s) have been considered The conditions are: 1. that details of the Works are entered in the Log Book; 2. that no work is to be carried out to any door of historical or artistic interest; 3. the overall appearance of the building is not changed; 4. if required, planning permission must be sought prior to fitting; and 5. the PCC's insurers are notified of the works.	13/08/2025
The replacement or upgrade of a door within unlisted churches	The application to the Archdeacon contains details of: (a) materials and colours of the door(s) and frame(s); and (b) whether the insulation of the door(s) and frame(s) have been considered The conditions are: 1. that details of the Works are entered in the Log Book; 2. that no work is to be carried out to any door of historical or artistic interest; 3. the overall appearance of the building is not changed; 4. if required, planning permission must be sought prior to fitting; and 5. the PCC's insurers are notified of the works.	05/05/2026
Temporary (maximum period of three months) installation of scaffolding in a churchyard to enable works to neighbouring properties (the "Works").	The application to the Archdeacon is to contain the following: (a) A Risk Assessment and Method Statement (b) Details of: – Why the scaffolding is required; – For how long the scaffolding is anticipated to be on site; – The placement of the scaffolding, particularly in relation to any nearby burials and preferably with reference to a plan; – If relevant, what measures will be taken to protect any graves, monuments, or significant fabric within the churchyard; – Agreed access routes across the churchyard and other church land required for the installation of the scaffolding and to and from the scaffolding whilst installed; – A copy of the current Public Liability Insurance and contractor's indemnity insurance;	10/09/2026

	– A copy of a resolution of the PCC (or Joint Church Council/District Church Council as the case may be) for the parish in which the churchyard is located indicating its consent to the Works and the agreed access across the churchyard and other church land. The conditions are: 1. That details of the Works are entered in the church logbook; 2. That the churchyard will be returned to its original condition on completion – any impact or damage is to fully rectified at the cost of the neighbouring property owner and made good to the reasonable satisfaction of the DAC; 3. A time and date stamped video will be taken of the churchyard and nearby monuments, paths, railings, seats, grass, and stonework by or on behalf of the neighbouring property owner prior to commencement of the installation, and provided to the PCC and DAC; 4. No materials shall be placed on the churchyard or any other church land beyond the scaffolding; 5. The churchyard and any other church land beyond the scaffolding shall not be used for work related practices, or access outside that agreed with the PCC in the application; 6. Appropriate safety measures shall be taken by those working at height; 7. No excavation shall take place in the churchyard or any other church land; 8. The churchyard and other church land shall at all times be respected as land consecrated and set apart for the worship of Almighty God and no activities may be undertaken which may give offence to parishioners or visitors or inhibit the use of the churchyard and church for its lawful purposes as a place of public worship; 9. Should the scaffolding be required for more than three months, application must be made to the Chancellor 14 days prior to the end of the initial three-month period.	
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