

# AGENDA MARCH 2024

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

Wednesday 06 March 2024

27 February 2024

Tim Latham  
Secretary

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

Members are requested to identify those items on the agenda for which they have an interest to declare in addition to those already identified below:

Mark Evans	Tile Hill, St Oswald Wood End, St Chad
Mark Stewart	Mancetter, St Peter

**3. MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on Wednesday 24 January 2024 (sent by email)

**4. MATTERS ARISING FROM THE MINUTES**

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

**Bedworth, All Saints {2023-088929}**

**Proposals**      Photovoltaic cells onto roof

Date issued      21/02/2024

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**Birdingbury, St Leonard {2023-086796}**

**Proposals**      Replace 5 coping stones with new York sandstone stones  
together with the associated lead flashing, as specified in  
"Z.23.27 Specification coping stone replacements Rev A"

Date issued      18/01/2024

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**Clifford Chambers, St Helen {2024-093731}**

**Proposals**      **Rehanging of five largest bells and improvement to main bellframe**

Date issued      25/01/2024

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**Coundon, St George {2023-083016}**

**Proposals**      **The proposal is to change the purpose of the rear garden, as per "Roots Garden Community - Vision - v1.2" and "Diagrams for Roots" documents**

Date issued      07/02/2024

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**Coventry, Holy Trinity {2023-093143}**

**Proposals**      **The intention is to install an AED onto a free-standing post as per "Letter confirming defib position and support to Mark" and "Defibrillator Support 1" and "Defibrillator Support 2"**

Date issued      27/02/2024

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**Eastern Green, St Andrew {2023-092985}**

**Proposals**      **To replace boiler fired fan heaters in the church side room with radiators, as per "Application Details" and "faculty application - Radiators" documents.**

Date issued      22/01/2024

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**Finham, St Martin in the Fields {2024-093440}**

**Proposals**      **The removal of concrete panelled shed with asbestos cement roof in poor condition situated in the rear car park area. The work is to be carried out by Safe Environment. The work will include the disposal of asbestos waste consignment at a licensed transfer station/site. The provision of hazardous waste consignment note will be obtained.**

Date issued      25/01/2024

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**Finham, St Martin in the Fields {2023-092763}**

**Proposals**      **Refurbishment of hall kitchen and toilets after flood damage, as per "Flood damage in Halls St Martins" document**

Date issued      25/01/2024

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**Grandborough, St Peter {2024-093948}**

**Proposals**      **Permission to remove the current church clock to a specialist contractor's workshop to enable repairs and refurbishment to take place, update existing wiring and erect a wooden cupboard around the clock to keep it clean (as per "240104 Clockwise Quotation").**

Date issued      29/01/2024

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**Keresley, St Thomas {C7174/2023}**

**Proposals**      **PRIVATE FACULTY: Tinkler memorial**

Date issued      25/01/2024

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**Luddington, All Saints {2024-093748}**

**Proposals**      **Remedial works necessary to the westernmost light to the north window to the Chancel at All Saints, damaged by vandalism as per "NORGROVE STUDIOS LTD - Remedial works - Luddington N Chancel window - November 2023.docx"**

Date issued      25/01/2024

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**Stoke (Coventry), St Michael {C7178/2023}**

**Proposals**      **PRIVATE FACULTY: Haywood memorial**

Date issued      25/01/2024

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**Stratford-upon-Avon, Holy Trinity {2024-094511}**

**Proposals**      **Replace delaminated stonework north aisle parapet -- Stone agreed by architect**

Date issued      14/02/2024

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**Styvechale, St James {2023-092882}**

**Proposals**      **To install two flower vases to allow people to place their flowers for their loved ones in our garden of remembrance as per "Installation of Flower Holder in St James Garden of Remembrance"**

Date issued      01/02/2024

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**Whitchurch, St Mary {2023-092266}**

**Proposals** We aim to return the iron hurdle fence that marks the southern boundary of the churchyard to its legal pre-1992 position as per "Summary of Works.pdf"

Date issued 18/01/2024

**6. NOTIFICATION OF ADVICE APPLICATIONS**

**a) Applications**

<b>Berkswell, St John Baptist {C7195/2024}</b>	<b>Grade:</b> I	<b>CP – 01</b>
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**Proposals:** PRIVATE FACULTY: Calderbank memorial

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

*Contractor:*

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

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Full Committee

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

<b>Brailes, St George {2024-094019}</b>	<b>Grade:</b> I	
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**Proposals:** Replacing the Heating Boiler

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

*Contractor:*

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

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Peter Bemrose

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

<b>Coventry, Holy Trinity {2024-093596}</b>	<b>Grade:</b> I	
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**Proposals:** Alterations to rear car parking area

*Project architect:* Adrian Mathias

*Contractor:*

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

*No. DAC meetings:* 1

*Last DAC meeting:*

*Referred to:* Tim Cockell Chris Patrick Simon Bird HE Historic Buildings & Places CBC

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

<b>Finham, St Martin in the Fields</b> {2024-094073}	<b>Grade:</b> <b>Unlisted</b>
<b>Proposals:</b> Repairs to damp gable wall, rainwater system and redecorations etc	
<i>Project architect:</i> No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	<i>Total:</i> _____
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Mark Stewart	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Mancetter, St Peter</b> {2024-093584}	<b>Grade:</b> <b>I</b>
<b>Proposals:</b> Replace heating and install a kitchen servery in the Bracebridge room	
<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> Peter Bemrose Nick Reading	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Marton, St Esprit</b> {C7219/2024}	<b>Grade:</b> <b>II*</b> CP – 02
<b>Proposals:</b> Removal of organ and reordering of organ chamber	
<i>Project architect:</i> No Architect consulted or engaged on the proposals	
<i>Contractor:</i>	<i>Total:</i> _____
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>
<i>Referred to:</i> Full Committee	
<b>DAC is invited to:</b> Ask for DAC volunteers for site visit	
<b>Newbold-on-Avon, St Botolph</b> {2023-092063}	<b>Grade:</b> <b>I</b>
<b>Proposals:</b> RETROSPECTIVE FACULTY: Repair of East window	
<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> Ben Sinclair	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	

**South Leamington, St John Baptist  
{2023-089013}** **Grade:  
II\***

**Proposals:** Replacing current rood cross and accompanying figures with a finer set designed by Gilbert Scott

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

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

*No. DAC meetings:* 1 *Last DAC meeting:*

*Referred to:* Tim Cockell

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

**Tile Hill, St Oswald  
{2023-089224}** **Grade:  
II**

**Proposals:** Replacement of interior fire doors, installation of sign and TV

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

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

*No. DAC meetings:* 1 *Last DAC meeting:*

*Referred to:* Simon Bird

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

**Warwick, St Paul  
{2024-095153}** **Grade:  
II**

**Proposals:** Replacement of projector and screen with two wall mounted TV screens

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

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

*No. DAC meetings:* 1 *Last DAC meeting:*

*Referred to:* Brough Skingley

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

b) Site visits

<b>Wilmcote, St Andrew {C7225/2024}</b>	<b>Grade: II</b>	<b>CP – 03</b>
<b>Proposals: Reordering and servery</b>		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		
		<i>Total:</i>
<i>No. DAC meetings:</i> 1	<i>Last DAC meeting:</i>	
<i>Referred to:</i>		
<b>DAC is invited to:</b> Support the recommendations of the report on the site visit, 22 January 2024.		

7. ADDITIONAL CASES

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

8. LIST B APPLICATIONS

a) Applications issued

**Allesley, All Saints {2023-092755}**

**Proposals**      **Surveying, repointing, repair and replacement of existing masonry on spire**

Date issued      31/01/2024

**Ball Hill (Coventry), St Margaret of Antioch {2023-092660}**

**Proposals**      **Quinquennial Report 14 October 2023 recommended urgent roof and downpipes works for areas over hospitality area, 'kairos' office space, kitchen, toilets, hallway**

Date issued      05/02/2024

**Ball Hill (Coventry), St Margaret of Antioch {2024-094425}**

**Proposals**      **Installation of sound equipment, hearing loop and screens for improved AV system in church**

Date issued      31/01/2024

**Bilton, St Mark {2024-094635}**

**Proposals**      **Introduction of new bench to the churchyard the same as the newly installed bench.**

Date issued      07/02/2024

**Brailes, St George {2024-093726}**

**Proposals**      **Planting of a a tiny cherry tree in the churchyard**

Date issued      01/02/2024

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**Coventry, St Anne and All Saints {2023-090148}**

**Proposals**      **Installation of sound equipment, hearing loop and screens for improved AV system in church**

Date issued      05/02/2024

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**Foleshill, St Laurence {2018-028686}**

**Proposals**      **Fitting of 2 wall mounted speaker brackets**

Date issued      05/02/2024

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**Leamington Spa, St Mark {2024-094992}**

**Proposals**      **Replacement external noticeboard**

Date issued      22/02/2024

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**Newbold-on-Stour, St David {2023-092173}**

**Proposals**      **Introduction of bench**

Date issued      22/01/2024

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**9. GENERAL MATTERS**

**a) Quinquennial Inspection Reports received**

<b>Church</b>	<b>Architect</b>	<b>Inspection Date</b>	<b>Report Received</b>	<b>Report complies with Scheme?</b>
Coughton, St Peter	Steven Matthews	30/01/2024	08/02/2024	Yes
Sambourne, The Mission Church	Steven Matthews	12/01/2024	25/01/2024	Yes
Willoughby, St Nicholas	Mark Evans	09/02/2024	18/02/2024	Yes

**b) Quinquennial Architect**

Consider DAC advice for Philip Waghorn

**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 24<sup>th</sup> January 2024 at 2pm

Wednesday 6<sup>th</sup> March 2024 at 2pm

Wednesday 24<sup>th</sup> April 2024 at 2pm

Wednesday 12<sup>th</sup> June 2024 at 2pm

Wednesday 24<sup>th</sup> July 2024 at 2pm

**Tuesday 30<sup>th</sup> July – DAC TOUR (TBC)**

Wednesday 4<sup>th</sup> September 2024 at 2pm

Wednesday 23<sup>rd</sup> October 2024 at 2pm

Wednesday 4<sup>th</sup> December 2024 at 2pm