

# AGENDA JUNE 2024

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

Wednesday 12 June 2024

03 June 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:

Simon Bird	Keresley, St Thomas Whichford, St Michael
Mark Evans	Alveston, St James
Brian Russell	Clifford Chambers, St Helen Stratford-upon-Avon, Holy Trinity
Mark Stewart	Atherstone, St Mary

- 3. **MINUTES OF THE PREVIOUS MEETING**  
Minutes of the meeting held on Wednesday 24 April 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**

**Alveston, St James {C7170/2023}**

**Proposals** PRIVATE FACULTY: Lewis memorial

Date issued 02/05/2024

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**Bilton, St Mark {2024-096691}**

**Proposals** To introduce two new memorial stones into two beds in the Garden of Remembrance, as per "Application details" document and accompanying photographs

Date issued 26/04/2024

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**Caldecote, St Theobald and St Chad {C7230/2024}**

**Proposals PRIVATE FACULTY: Brindley Memorial**

Date issued 26/04/2024

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**Kenilworth, St Nicholas {C7229/2024}**

**Proposals PRIVATE FACULTY: Edwards/Large memorial**

Date issued 26/04/2024

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**Leamington Spa, St Mary {2024-096649}**

**Proposals Works of repair and maintenance following the quinquennial inspection as per specification C131 and associated drawings 01-03 by Hawkes Edwards and the Church Tower Decoration Cost document by Midland Conservation Ltd.**

Date issued 30/04/2024

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**Meriden, St Laurence {2024-096363}**

**Proposals To design and install an AV system while safeguarding the traditional look and ambience of St Laurence Church, as per "Meriden - AV Project Doc.pdf", "St Laurence Church - Electrical Quote.pdf" and accompanying photographs**

Date issued 20/05/2024

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**North Radford, St Francis of Assisi {2023-092502}**

**Proposals Rewiring of St Francis church, as per "Application details" document, rewiring estimate and "List of Works" document**

Date issued 23/04/2024

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**North Radford, St Francis of Assisi {2023-090875}**

**Proposals CONFIRMATORY FACULTY for works granted under Interim Faculty: Replace gas boiler (year 2000) with gas boiler (year 2023), as per "Application Details" document, quote by Warmington and "Details of the boiler and due regard" document**

Date issued 16/04/2024

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**South Leamington, St John Baptist {2024-095433}**

**Proposals** Replacement of rood cross with Gilbert Scott cross and accompanying figures, as per "Proposal" document and images

Date issued 30/04/2024

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**Stratford-upon-Avon, Holy Trinity {2024-097960}**

**Proposals** Installation of a Bug Hotel in the Churchyard, as per "Application details" document and accompanying photographs

Date issued 23/05/2024

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**Ufton, St Michael and All Angels {2023-091985}**

**Proposals** Felling of a spruce tree as per "D1 Village Green quote" and "Statement of Need", and replacement planting as per "Replacement Tree"

Date issued 02/05/2024

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**Warwick, St Paul {2023-089589}**

**Proposals** Replace the lighting, as per lighting scheme by 1.3 Design dated 19/4/23

Date issued 22/04/2024

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**Westwood, St John Baptist {2024-097596}**

**Proposals** CONFIRMATORY FACULTY, for work granted under interim faculty, for water management of the porch roof including robust felting detail, guttering and drainage, as per "Interim Faculty Justification"

Date issued 26/04/2024

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**Wootton Wawen, St Peter {2024-097249}**

**Proposals** To replace broken pane in existing leaded light to the window north elevation (choir) as per "Quotation Three Spires Glass - broken window pain"

Date issued 24/04/2024

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6. NOTIFICATION OF ADVICE APPLICATIONS

a) Applications

<b>Alveston, St James {2023-088034}</b>	<b>Grade: II</b>	
<b>Proposals: Installation of solar panel and battery storage system</b>		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		
<i>Total:</i>		
<i>No. DAC meetings:</i> 2		
<i>Last DAC meeting:</i> 24/01/2024		
<i>Referred to:</i> Brough Skingley Nick Reading		
<b>DAC is invited to:</b> Consider the application for a Notification of Advice		
<b>Bilton, St Mark {C7272/2024}</b>	<b>Grade: II*</b>	<b>CP – 01</b>
<b>Proposals: PRIVATE FACULTY: Sharpe memorial</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> Full Committee		
<b>DAC is invited to:</b> Consider the application for a Notification of Advice		
<b>Brailes, St George {2024-094019}</b>	<b>Grade: I</b>	<b>CP – 02</b>
<b>Proposals: Fit a new Heating Boiler and control System as per "Heating options analysis &amp; Statements Feb 24" and "6959 - St Georges Church Braile OX15 5HT - ML"</b>		
<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		
<i>Total:</i>		
<i>No. DAC meetings:</i> 2		
<i>Last DAC meeting:</i> 06/03/2024		
<i>Referred to:</i> Peter Bemrose		
<b>DAC is invited to:</b> Note the Chancellor's Judgment		

<b>Cheylesmore, Christ Church</b> <b>{2024-097619}</b>	<b>Grade:</b> <b>II*</b>	
<b>Proposals:</b> Phase II of environmental improvements to Christ Church Community Centre: replacement of office and kitchen windows		
<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>Clifford Chambers, St Helen</b> <b>{2024-097918}</b>	<b>Grade:</b> <b>II*</b>	
<b>Proposals:</b> Replacement gas heating boiler		
<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	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	
<b>Coventry, St Anne and All Saints</b> <b>{2024-098398}</b>	<b>Grade:</b> <b>Unlisted</b>	
<b>Proposals:</b> Installation of 2 air vents in lower storage room in lower hall used by All Saints Pre-school		
<i>Project architect:</i>	Adrian Mathias	
<i>Contractor:</i>		
	<i>Total:</i> _____	
<i>No. DAC meetings:</i>	1	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Mark Evans	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	
<b>Kenilworth, St Nicholas</b> <b>{C7264/2024}</b>	<b>Grade:</b> <b>I</b>	<b>CP – 03</b>
<b>Proposals:</b> PRIVATE FACULTY: Swift/Wood memorial		
<i>Project architect:</i>	No Architect consulted or engaged on the proposals	
<i>Contractor:</i>		
	<i>Total:</i> _____	
<i>No. DAC meetings:</i>	1	<i>Last DAC meeting:</i>
<i>Referred to:</i>	Full Committee	
<b>DAC is invited to:</b>	Consider the application for a Notification of Advice	

<b>Keresley, St Thomas</b> {C7261/2024}	<b>Grade:</b> II	<b>CP – 04</b>
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**Proposals: PRIVATE FACULTY: Talbot memorial**

<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i>
<i>Referred to:</i> Full Committee		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Keresley, St Thomas</b> {2024-098346}	<b>Grade:</b> II	
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**Proposals: Repair of roof of Galilee Room to repair and prevent further water ingress**

<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 Evans		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Leek Wootton, All Saints</b> {2023-090891}	<b>Grade:</b> II	
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**Proposals: RETROSPECTIVE FACULTY: Introduction of a handrail in the tower staircase**

<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 2		<i>Last DAC meeting:</i> 25/10/2023
<i>Referred to:</i> Simon Bird		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Old Milverton, St James</b> {C7053/2023}	<b>Grade:</b> II	<b>CP – 05</b>
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**Proposals: Construction of an extension on the West side of the church, and installation of a WC at the base of the tower**

<i>Project architect:</i> Rodney Melville Associates		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 3		<i>Last DAC meeting:</i> 24/04/2024
<i>Referred to:</i> Full Committee		
<b><i>DAC is invited to:</i> To note the comments from HE</b>		

<b>Southam, St James</b> {C7270/2024}	<b>Grade:</b> I	<b>CP – 06</b>
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**Proposals:** PRIVATE FACULTY: Shearsby memorial

<i>Project architect:</i> No Architect consulted or engaged on the proposals		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i>
<i>Referred to:</i> Full Committee		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Stratford-upon-Avon, Holy Trinity</b> {2024-098340}	<b>Grade:</b> I	
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**Proposals:** Restoration of Historic painting Rehang in St Peter's Chapel rather than Nave. Facsimile to be hung in former location, as per conservation report by Stewart Meese dated 6/5/24 and "Application details" document.

<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 Evans		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Warmington, St Michael</b> {2024-096796}	<b>Grade:</b> I	
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**Proposals:** To rebuild/repair collapsed section of churchyard boundary wall

<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> Chris Patrick Mark Stewart		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Whichford, St Michael {C7183/2024}</b>	<b>Grade: I</b>	<b>CP – 07</b>
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**Proposals: Reordering works comprising:**

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

**In relation to the Reading room:**

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

<i>Project architect:</i> Simon Bird	
<i>Contractor:</i>	
	<i>Total:</i>
<i>No. DAC meetings:</i> 3	<i>Last DAC meeting:</i> 24/04/2024
<i>Referred to:</i> Full Committee	
<b><i>DAC is invited to:</i> To note the comments from HE</b>	

**7. ADDITIONAL CASES**

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

**8. LIST B APPLICATIONS**

- a) Applications issued

**Bedworth, All Saints {2024-095934}**

**Proposals Installation of CCTV System**

Date issued 08/05/2024

**Bilton, St Mark {2024-097534}**

**Proposals Planting of 4 Hawthorn Trees**

Date issued 29/04/2024

**Coventry, Holy Trinity {2024-096921}**

**Proposals Installation of an external CCTV array wholly funded by the Home Office Protecting Places of Worship Scheme**

Date issued 07/05/2024



**Foleshill, St Paul {2024-097375}**

**Proposals** The refurbishment of Kitchen facilities for serving refreshments

Date issued 08/05/2024

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**Grandborough, St Peter {2024-097919}**

**Proposals** Replacement of current church noticeboard

Date issued 13/05/2024

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**Haselor, St Mary and All Saints {2024-097283}**

**Proposals** Paint downpipes

Date issued 02/05/2024

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**Haselor, St Mary and All Saints {2024-097284}**

**Proposals** Minor roof repairs

Date issued 02/05/2024

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**Shottery, St Andrew {2024-096972}**

**Proposals** Lopping of Trees within church grounds

Date issued 29/04/2024

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**Stoke (Coventry), St Michael {2024-097515}**

**Proposals** To install a cable and receiver box for broadband to be installed within church

Date issued 30/04/2024

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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>
Burton Dassett, All Saints	Andrew Salter	09/04/2024	24/04/2024	Yes
Kinwarton, St Mary the Virgin	Steven Matthews	21/05/2024	23/05/2024	Yes

**10. ANY OTHER BUSINESS**

To be notified to the Secretary not less than three working days before the meeting.

Meeting No.: 930

**11. DATE OF FUTURE MEETINGS**

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

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

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