

MINUTES JUNE 2024

Diocese of Coventry Advisory Committee for the Care of Churches

Minutes of a meeting held on Wednesday 12 June 2024

24 July 2024

Tim Latham
Secretary

Present: Mr G Armitage Mr C Baker Mr P Bemrose
Mr K Chambers Mr M Evans Mr N Reading
Ven Dr B Russell Mr B Skingley Mr M Stewart

Apologies: Revd. Tim Cockell (Chair)
Mr N Allcoat Mr S Bird Rev K Cross
Mr B Sinclair

In attendance: Mr T Latham (DAC Secretary)
Mr M Seabourne (Assistant DAC Secretary)
Dr C Strachan (Church Buildings Development and Projects Officer)
Mr S Davenport (Director of Operations)
Mr C Angus (Net Zero Carbon Project Officer)

23/24 OPENING PRAYER

Tim Cockell opened the meeting with prayer.

24/24 DECLARATIONS OF INTEREST

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

25/24 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 24th April 2024 were agreed.

26/24 NOTIFICATION OF ADVICE APPLICATIONS

a) Applications

**Alveston, St James
{2023-088034}**

**Grade:
II**

Proposals: Installation of solar panel and battery storage system

Comments: Brough Skingley, Nick Reading

Delegated to: Brough Skingley, Nick Reading

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

**Ball Hill (Coventry), St Margaret of Antioch
{2024-099059}**

**Grade:
Unlisted**

Proposals: Community Green Growthers project - Garden works including raised beds, IBC water storage or water butts, temporary storage facility and composter

Comments: Tim Cockell, David Lowe

Delegated to: Tim Cockell, David Lowe

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

**Barcheston, St Martin
{2023-092555}**

**Grade:
II***

Proposals: RETROSPECTIVE FACULTY: Replace rotten bell tower wooden floor

Comments: Nick Reading

Decision: No objection

Advice: The application could not be unqualifiedly recommended, as the works were undertaken out without the Chancellor's consent

ACTION: Notification of No Objection

**Bilton, St Mark
{C7272/2024}**

**Grade:
II***

Proposals: PRIVATE FACULTY: Sharpe memorial

Decision: Recommend

ACTION: Notification of Recommendation

Brailes, St George **Grade:**
{2024-094019} **I**

Proposals: Fit a new Heating Boiler and control System as per "Heating options analysis & Statements Feb 24" and "6959 - St Georges Church Braile OX15 5HT - ML"

Correspondence: Chancellor's Judgment

ACTION: No Action

Burton Hastings, St Botolph **Grade:**
{2024-094033} **II***

Proposals: RETROSPECTIVE FACULTY: Improvement and enlargement of the Garden of Remembrance

Comments: Tim Cockell, David Lowe

Delegated to: Tim Cockell, David Lowe

**ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information**

Chesterton, St Giles **Grade:**
{2024-099158} **II***

Proposals: Installation of a memorial plaque on a bench donated and to be maintained by the Parish Council. Plaque to read In loving memory of Milly and Alf Crump

Comments: Tim Cockell

Delegated to: Tim Cockell

**ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information**

Cheylesmore, Christ Church **Grade:**
{2024-097619} **II***

Proposals: Phase II of environmental improvements to Christ Church Community Centre: replacement of office and kitchen windows

Comments: Mark Stewart

Decision: Recommend

Conditions: That any necessary permissions are obtained from the Local Authority before works commence

ACTION: Notification of Recommendation

Clifford Chambers, St Helen **Grade:**
II*
{2024-097918}

Proposals: Replacement gas heating boiler

Comments: Peter Bemrose

Delegated to: Peter Bemrose

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

Coventry, St Anne and All Saints **Grade:**
Unlisted
{2024-098398}

Proposals: Installation of 2 air vents in lower storage room in lower hall used by All Saints Pre-school

Comments: Mark Evans

Delegated to: Mark Evans

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

Kenilworth, St Nicholas **Grade:**
I
{C7264/2024}

Proposals: PRIVATE FACULTY: Swift/Wood memorial

Decision: Recommend

Conditions: 1. That the word "and" be introduced before the inscription to Joy Wood and a comma after 2023, to make it clear that only Joy Wood is interred in the memorial garden
2. That the memorial is honed, not polished
3. That the lettering be white, not gold

ACTION: Notification of Recommendation

Keresley, St Thomas **Grade:**
II
{C7261/2024}

Proposals: PRIVATE FACULTY: Talbot memorial

Decision: Recommend

ACTION: Notification of Recommendation

Keresley, St Thomas
{2024-098346}

Grade:
II

Proposals: Repair of roof of Galilee Room to repair and prevent further water ingress

Comments: Mark Evans

Delegated to: Mark Evans

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

Leek Wootton, All Saints
{2023-090891}

Grade:
II

Proposals: RETROSPECTIVE FACULTY: Introduction of a handrail in the tower staircase

Comments: Simon Bird

Decision: No recommend

Advice: The application could not be recommended because, firstly, the works were completed without the Chancellor's consent, secondly, the design of the handrail, which is simply scaffolding pole screwed to the stonework, is not suitable for a Grade II listed building and is likely to harm the significance and, thirdly, that a vertical pole does not provide an adequate level of safety. The committee's recommendation is that the scaffolding poles should be removed and replaced with a suitable alternative.

ACTION: Notification of No Recommendation

Old Milverton, St James
{C7053/2023}

Grade:
II

Proposals: Construction of an extension on the West side of the church, and installation of a WC at the base of the tower

Correspondence: Historic England

ACTION: No Action

Rugby, St Andrew
{2024-097794}

Grade:
II*

Proposals: Cleaning of External Stonework Around the North and West Porches

Comments: Nick Reading

Decision: Recommend

ACTION: Notification of No Recommendation

Southam, St James
{C7270/2024}

Grade:
I

Proposals: PRIVATE FACULTY: Shearsby memorial

Decision: Recommend

Conditions: 1. That the memorial is honed, not polished
2. That the lettering is white, not gold

ACTION: Notification of Recommendation

Stratford-upon-Avon, Holy Trinity
{2024-098340}

Grade:
I

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.

Comments: Mark Evans

Decision: Recommend

ACTION: Notification of Recommendation

Warmington, St Michael
{2024-096796}

Grade:
I

Proposals: To rebuild/repair collapsed section of churchyard boundary wall

Comments: Mark Stewart, Chris Patrick

Delegated to: Mark Stewart, Chris Patrick

ACTION: Letter to PCC;
Notification of Recommendation upon receipt of acceptable information

**Whichford, St Michael
{C7183/2024}**

**Grade:
I**

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)

Correspondence: Historic England

ACTION: No Action

27/24 LIST B APPLICATIONS

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

Grandborough, St Peter {2024-097919}

Proposals Replacement of current church noticeboard

Date issued 13/05/2024

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

Proposals **Paint downpipes**

Date issued 02/05/2024

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

Proposals **Minor roof repairs**

Date issued 02/05/2024

Shottery, St Andrew {2024-096972}

Proposals **Lopping of Trees within church grounds**

Date issued 29/04/2024

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

28/24 GENERAL MATTERS

a) Quinquennial Inspection Reports received

Church	Architect	Inspection Date	Report Received	Report complies with Scheme?
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

29/24 DATE OF FUTURE MEETINGS

Wednesday 24th July 2024 at 2pm

Thursday 30^h July 2024 – DAC TOUR

Wednesday 11th September 2024 at 2pm

Wednesday 23rd October 2024 at 2pm

Wednesday 4th December 2024 at 2pm