

# AGENDA OCTOBER 2024

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

Wednesday 23 October 2024

14 October 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	Church Lawford, St Peter Rugby, St George
Mark Evans	Willenhall, St John the Divine
Tim Latham	Styvechale, St James
Mark Stewart	Styvechale, St James

3. **MINUTES OF THE PREVIOUS MEETING**  
Minutes of the meeting held on Wednesday 04 September 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**

**Ball Hill (Coventry), St Margaret of Antioch {2024-097881}**

**Proposals**      **CONFIRMATORY FACULTY after granting of interim faculty for repairs to outlet & downpipe to valley gutter to north-east of chancel, as per Schedule of Works by Adrian Mathias and repair of grate, as per sketch diagram by Adrian Mathias**

Date issued      17/09/2024

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**Bedworth, All Saints {2024-098448}**

**Proposals**      **To add insulation above existing modern ceilings upstairs in the Parish Centre as per "All Saints loft insulation" dated 26/02/24**

Date issued      30/09/2024

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**Berkswell, St John Baptist {C7332/2024}**

**Proposals PRIVATE FACULTY: Westlake memorial**

**Date issued 09/09/2024**

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**Binton, St Peter {2024-102657}**

**Proposals CONFIRMATORY FACULTY following the granting of an interim faculty to repair the church clock face, as per quote by Time Assured Ltd. dated 5/2/24**

**Date issued 30/08/2024**

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**Coventry, St Anne and All Saints {2024-101511}**

**Proposals RETROSPECTIVE FACULTY application for installation of icon blinds by St. Veronika's Romanian Orthodox Church in lower hall, as per "Pictures of icons in Lower Hall" pdf and "Icon example on roller 30-10-2023 Fr Cornel" image.**

**Date issued 09/09/2024**

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**Finham, St Martin in the Fields {2024-094073}**

**Proposals Repairs to damp gable wall, bellcote, stonework and redecorations, as per "Revised Faculty Application St Martin in the Fields - Summary of scope of works" document, dated 4/10/24**

**Date issued 08/10/2024**

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**Grandborough, St Peter {2024-101788}**

**Proposals Repair of large Caen stone reredos as per "Application Details.pdf" and report by Arte Conservation Ltd. dated July 2024**

**Date issued 09/09/2024**

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**Great Alne, St Mary Magdalen {2024-101164}**

**Proposals Installation of replacement oil tank, as per procedure and method statement by Telford Tanks Ltd dated 1/8/23**

**Date issued 04/10/2024**

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**Great Alne, St Mary Magdalen {2024-101173}**

**Proposals Replace rotten shed, as per supporting images and "rotting shed pdf".**

**Date issued 09/09/2024**

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**Kineton, St Peter {2024-101569}**

**Proposals**      **Repair vestry roof and make good internal plaster and decoration, as per specification by David Pendery of Pendery Architecture & Heritage Ltd**

Date issued      09/09/2024

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**Oxhill, St Laurence {2024-099987}**

**Proposals**      **Reordering of east end of nave, as per specification by Steven Matthews dated September 2024**

Date issued      30/09/2024

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**Rugby, St George {2024-101911}**

**Proposals**      **Removal and disposal of redundant pews, as per "Pew removal proposal at St George" PDF**

Date issued      04/10/2024

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**Stratford-upon-Avon, Holy Trinity {2024-101271}**

**Proposals**      **Installation of a Mechanical Hoist for Chandelier**

Date issued      09/09/2024

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**Tile Hill, St Oswald {2023-089224}**

**Proposals**      **Replacement of interior fire doors as per "Door specifications\_Office\_Skynet-1-2100f5\_Drawingsf5-SK-001A.vcd.pdf", Vagdia and Holmes, April 2024 and installation of TV as per "proposed works.pdf", Vagdia and Holmes, March 2024**

Date issued      08/10/2024

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**Tysoe, Assumption of the Blessed Virgin Mary {C7334/2024}**

**Proposals**      **PRIVATE FACULTY: Frost memorial**

Date issued      24/09/2024

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**Walsgrave-on-Sowe, St Mary {2024-097644}**

**Proposals**      **RETROSPECTIVE FACULTY to formalise the Gardens of Remembrance, as per "Application details" document**

Date issued      18/09/2024

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**Warwick, St Nicholas {2024-101038}**

**Proposals** Replacement of defective gas boilers, flue, and ancillary works, as per report by Dodd Group and drawings by LAM Associates dated 23/8/24

Date issued 04/10/2024

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**Willoughby, St Nicholas {2024-100196}**

**Proposals** Installation of baptismal window as per "217B P01 C Baptismal Window Rev C" by Mark Evans Architect Ltd dated June 2024, and "Window quote" from Norgrove Studios dated 15th August 2024

Date issued 03/09/2024

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**6. NOTIFICATION OF ADVICE APPLICATIONS**

**a) Applications**

<b>Beaudesert, St Nicholas {2024-103518}</b>	<b>Grade:</b> I
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**Proposals:** Erect a compost bin near the north wall of the church

*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

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<b>Bishop's Tachbrook, St Chad {C7360/2024}</b>	<b>Grade:</b> I	<b>CP – 01</b>
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**Proposals:** PRIVATE FACULTY: Reason 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

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<b>Chapelfields (Coventry), St Mary Magdalen {2024-097412}</b>	<b>Grade: Unlisted</b>	<b>CP – 02</b>
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**Proposals: Fresco Painting in the Apse**

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

<b>Church Lawford, St Peter {2024-102443}</b>	<b>Grade: II</b>	
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**Proposals: Automatic clock winder**

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

<b>Coventry, St Anne and All Saints {2024-101405}</b>	<b>Grade: Unlisted</b>	
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**Proposals: RETROSPECTIVE FACULTY: Replace Fire Alarm system**

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

<b>Fenny Compton, St Peter and St Clare {2024-099617}</b>	<b>Grade: II*</b>	
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**Proposals: Roofing Works**

<i>Project architect:</i> Steven Matthews		
<i>Contractor:</i>		<i>Total:</i> _____
<i>No. DAC meetings:</i> 1		<i>Last DAC meeting:</i>
<i>Referred to:</i> Nick Reading		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Fillongley, St Mary and All Saints</b> <b>{2024-103802}</b>	<b>Grade:</b> <b>II*</b>
<b>Proposals: Erect temporary structures in churchyard including a poppy cascade</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> Mark Evans	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Kenilworth, St John</b> <b>{2024-103511}</b>	<b>Grade:</b> <b>II*</b>
<b>Proposals: Re- surface vestry flat roof</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> Nick Reading	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Luddington, All Saints</b> <b>{2024-102824}</b>	<b>Grade:</b> <b>II</b>
<b>Proposals: Addition of a wall at the entrance to the churchyard</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> Mark Evans Chris Patrick	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	
<b>Rugby, St George</b> <b>{2022-072996}</b>	<b>Grade:</b> <b>Unlisted</b>
<b>Proposals: RETROSPECTIVE FACULTY: Planting a silver birch</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> David Lowe	
<b>DAC is invited to:</b> Consider the application for a Notification of Advice	

<b>Stoneleigh, St Mary</b> {C7363/2024}	<b>Grade:</b> I	<b>CP – 03</b>
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**Proposals: PRIVATE FACULTY: Allcock 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>Styvechale, St James</b> {2024-103886}	<b>Grade:</b> II	<b>CP – 04</b>
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**Proposals: Replacement of projector and screen with monitors**

<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> Brough Skingley Simon Bird		
<b><i>DAC is invited to:</i> Consider the application for a Notification of Advice</b>		

<b>Walsgrave-on-Sowe, St Mary</b> {2024-099800}	<b>Grade:</b> II*	
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**Proposals: Replacement of signage with new branded signs, as per "Plan to replace existing signage\_ (1)" PDF**

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

<b>Willenhall, St John the Divine</b> {2024-103375}	<b>Grade:</b> II	
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**Proposals: RETROSPECTIVE FACULTY: Tree felling**

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

**7. ADDITIONAL CASES**

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

**8. LIST B APPLICATIONS**

- a) Applications issued

**Ansley, St Lawrence {2024-095194}**

**Proposals**      **Paint/protect the external woodwork of the church and churchyard**

**Date issued**    **24/09/2024**

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**Ashow, The Assumption of our Lady {2024-101604}**

**Proposals**      **Crown reduction and shaping of Yew Tree**

**Date issued**    **13/09/2024**

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**Bedworth, All Saints {2024-101523}**

**Proposals**      **Installation of additional fire alarm sensor**

**Date issued**    **13/09/2024**

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**Finham, St Martin in the Fields {2024-099440}**

**Proposals**      **Redecorate the woodwork on the dormer windows**

**Date issued**    **24/09/2024**

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**Stratford-upon-Avon, Holy Trinity {2024-103025}**

**Proposals**      **Introduction of new chasubles**

**Date issued**    **01/10/2024**

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**Tile Hill, St Oswald {2023-089222}**

**Proposals**      **Redecoration of the narthex/church entrance hall and replacement of floor**

**Date issued**    **09/10/2024**

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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>
Claverdon, St Michael and All Angels	Steven Matthews	28/08/2024	05/09/2024	Yes
Preston Bagot, All Saints	Steven Matthews	04/09/2024	13/09/2024	Yes
Sutton-under-Brailles, St Thomas a Becket	Steven Matthews	10/09/2024	18/09/2024	Yes
Tysoe, Assumption of the Blessed Virgin Mary	Steven Matthews	17/09/2024	25/09/2024	Yes
Warwick, St Paul	Philip Waghorn	20/06/2024	01/10/2024	No - Six weeks late

**b) Advisers' Reports to be sent to PCCs**

**i) Southam, St James**

**CP – 05**

Heating Report by Peter Bemrose

**DAC is invited to** Authorise the Reports for dispatch to PCCs

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

**2025**

Wednesday 29th January 2025 at 2pm

Wednesday 12th March 2025 at 2pm

Wednesday 30th April 2025 at 2pm

Wednesday 11th June 2025 at 2pm

Wednesday 23rd July 2025 at 2pm

**Tuesday 29th July or Tuesday 5th August – DAC TOUR**

Wednesday 3rd September 2025 at 2pm

Wednesday 22nd October 2025 at 2pm

Wednesday 10th December 2025 at 2pm