

**IN THE CONSISTORY COURT OF THE DIOCESE OF LICHFIELD**

**ADDITIONAL MATTERS ORDER**

This Order is made pursuant to Section 18C (1) of the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 and Rule 3.4 of the Faculty Jurisdiction Rules 2015. This Order shall apply throughout the Diocese of Lichfield with effect from 12<sup>th</sup> June 2017.

The following works may be undertaken without a faculty provided that in each case the conditions set out herein have been satisfied.

**1. Defibrillators.**

- I) The attachment of a defibrillator to an unlisted church building on condition that:
  - a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
  - b) The works necessary for such attachment and/or the operation of the defibrillator do not require excavations within the churchyard.
  
- II) The attachment of a defibrillator to the boundary wall or fence of the churchyard of a listed church on condition that:
  - a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
  - b) The works necessary for such attachment and/or the operation of the defibrillator do not require excavations within the churchyard.
  - c) The Archdeacon is satisfied that neither the said defibrillator nor the installation of the same is likely to affect the character of the listed church as a building of special architectural or historic interest.

**2. Commonwealth War Graves Commission Plaques.**

The installation of a Commonwealth War Graves Commission (CWGC) plaque or sign on condition that:

- a) The plaque or sign is in the standard CWGC format measuring 430mm by 230mm being made of aluminium and having a green background or of such other format and dimensions as have been confirmed by the Diocesan Advisory Committee as being appropriate in the particular location.
- b) The installation of the plaque or sign has been approved by the incumbent and the Parochial Church Council of the parish. Neither the incumbent nor the Parochial Church Council are to regard themselves as being under any pressure to approve such installation when they do not regard the same as appropriate. The making of this Additional Matters Order is not to be seen as in any way a direction to them to give such approval. In the event that an incumbent or the Parochial Church Council believes that they are being subjected to undue pressure from the CWGC or any other body or person that belief should be reported forthwith to the relevant Archdeacon who shall inform the Registrar. In the event that such pressure is found to have been applied it is likely that the permission given by this Order will be suspended or withdrawn.
- c) The plaque or sign shall be affixed to the churchyard fence, wall, or gate at a point on or adjacent to the boundary of the churchyard at a location agreed in advance with the incumbent.

### **3. Noticeboards.**

The installation in a churchyard of a noticeboard on condition that:

- a) The noticeboard complies with all relevant planning regulations such that no planning permission is needed for the same.
- b) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- c) The Archdeacon is satisfied that neither the said noticeboard nor the installation of the same is likely to affect the character of a listed church as a building of special architectural or historic interest.
- d) To the extent that the works necessary for such installation require excavations within the churchyard the Archdeacon is satisfied that proper

measures will be in place in the event of human remains and/or items of potential archaeological interest being found in the course of such excavations.

#### **4. The Repair of Memorials in Churchyards.**

Repairs restoring a memorial in a churchyard to a stable condition on condition that the Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty. Such notice shall not be given in respect of a memorial of special historic or architectural interest.

#### **5. The Replacement of Memorials in Churchyards.**

The removal of a damaged or decayed memorial and its replacement by a memorial of the same shape, dimensions, size, and material and bearing the same inscription as that being replaced on condition that the Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty. Such notice shall not be given in respect of a memorial of special historic or architectural interest.

#### **6. The Installation of Christmas Lights.**

The temporary installation of lights in a churchyard marking Advent and Christmastide on condition that:

- a) The means used for fixing the lights shall be such as to cause no alteration to the structure of a church building.
- b) The Archdeacon has been informed in advance of the proposed works. Such information shall include the provision to the Archdeacon of details of:
  - (1) The proposed method of fixing of the lights.
  - (2) The proposed positioning of the lights.
  - (3) Whether it is intended that the lights should be flashing or moving.
  - (4) Such further matters as the Archdeacon shall require in order to be satisfied of the appropriateness of the proposed installation.

- c) The Archdeacon has given notice in writing that the installation may be undertaken without a faculty.
- d) The lights shall only be illuminated from Advent Sunday to 6<sup>th</sup> January of the following year.
- e) The lights and all installations for the fixing of the same shall be removed as soon as is reasonably practicable after 6<sup>th</sup> January of the year following their installation.

### **7. The Repainting of Clock Faces.**

The repainting of clock faces and the parts thereof on condition that:

- a) The repainting is intended to be a “like for like” replacement of the previous painting of the clock face.
- b) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- c) In cases where the Archdeacon has directed that the advice of the Diocesan Advisory Committee or the Church Architect be sought in respect of the works the same are then undertaken in accordance with such advice as is given.
- d) The works are undertaken in accordance with any further conditions imposed by the Archdeacon.

### **8. The Repair or Conservation of Damaged Historic Glass.**

The performance of works of repair on a like for like basis to historic glass damaged by acts of vandalism or by accident or works of conservation in respect of glass so damaged on condition that:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- b) Before the giving of such a notice the Archdeacon and the officers of the Diocesan Advisory Committee have concluded that:

- i) The proposed works do not extend beyond like for like repairs or appropriate works of conservation.
- ii) The craftsman to be engaged has been identified.
- iii) That craftsman has appropriate experience in the performance of such works in relation to historic glass.

#### **9. The Introduction of Altar Frontals and Related Items.**

The introduction of altar frontals, falls, and vestments on condition that:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- b) The Archdeacon is satisfied that the said introduction is not likely to affect the character of a listed church as a building of special architectural or historic interest.

#### **10. The Marking of Car Parking Spaces and the Introduction of Signs marking Parking Spaces for the Disabled.**

- I) The marking of car parking spaces on condition that if the car park is within the curtilage of a listed church then:
  - a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
  - b) The Archdeacon is satisfied that the said installation is not likely to affect the character of a listed church as a building of special architectural or historic interest.
- II) The installation of signs whether on posts or otherwise marking parking spaces for the disabled on condition that if the car park is within the curtilage of a listed church then:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
  
- b) The Archdeacon is satisfied that the said installation is not likely to affect the character of a listed church as a building of special architectural or historic interest.

STEPHEN EYRE  
HIS HONOUR JUDGE EYRE QC  
CHANCELLOR  
8<sup>th</sup> June 2017