

OXFORD DIOCESAN ADVISORY COMMITTEE FOR THE CARE OF CHURCHES

AGENDA

10th January 2022 10am

Join Zoom Meeting

<https://zoom.us/j/92103872149?pwd=bktVdm44MVltTXFvUncwemRjZzB6QT09>

Meeting ID: 921 0387 2149

Passcode: 865661

1. **Welcome**
2. **Apologies**
3. **Minutes of Meeting held on 8th November 2021**
4. **Declarations of Interest**
5. **Correspondence, policy and other matters for consideration**

Recent Chancellor judgements for the attention of the committee

Bloxham: Our Lady of Bloxham – Internal reordering

Wheatley: St Mary the Virgin – Internal reordering

6. **Applications submitted to the DAC since the last agenda**

October 2021 – Total: 113					
List B	Faculty DA	Faculty Minor	Faculty Major	Interim/PP/ Variation	Early stage Enquiry
40	17	13	10	5	28

November 2021 – Total: 150					
List B	Faculty DA	Faculty Minor	Faculty Major	Interim/PP/ Variation	Early stage Enquiry
52	21	13	14	7	43

7. Returning Casework

Parish	Dedication			
Fawley	St Mary the Virgin			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-064782	Buckinghamshire	II*	Reordering	Liz Kitch
Proposal				
Reordering of the church interior to provide kitchenette and toilet facilities, renewed heating system and flexible space.				
Significance of fabric affected	Moderate			
Timeline	<p>2021.02.03 Initial contact from parish to DAC</p> <p>2021.03.22 LK and AF meet parish via zoom – pre application advice</p> <p>2021.04.28 LK and AF visit church – pre application advice</p> <p>2021.08.02 Architect sends 1st round submission docs to LK</p> <p>2021.08.04 CJ sends 1st round consultation request to CBC, HE, VS, GG</p> <p>2021.08.27 LK sends 1st round consultation request to LPA</p> <p>2021.08.31 Delegation site visit attended by Abigail Lloyd and James Mackintosh (DAC) and CBC</p> <p>2021.09.13 Scheme discusses at DAC meeting</p> <p>2021.09.21 DAC feedback issued to parish</p> <p>2021.10.08 LK and AF zoom discussion with parish, architect and archdeacon to discuss DAC feedback and next steps</p> <p>2021.11.12 LK and AF zoom discussion with parish and architect following amenity society comments received (still awaiting CBC and HE comments)</p> <p>2021.11.10 CBC request to visit again</p> <p>2021.11.15 HE response received and forwarded to parish</p> <p>2021.11.18 Revised scheme submitted by parish for discussion at Jan 22 DAC</p> <p>2021.11.25 LK sends revised scheme to CBC to see if they still wish to visit</p> <p>2021.12.21 Revised scheme circulated to amenity societies and DAC (still no response from CBC to query of 2021.11.25, LK chases.</p>			
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members	
Historic England	Yes	David Spragg, Acanthus Clews	Abigail Lloyd, James Mackintosh	
CBC	Yes			
SPAB	Yes			
Victorian Society	Yes			
Georgian Group	Yes			
AMS	No			

20 th Century Society	No		
LPA (PP)	No		
LPA (Sch 2)	Yes		
BIOS	Yes		
MBS	No		
Natural England	No		

Minutes of Previous DAC Meeting

September 2021 minute
 The DAC resolved to endorse the draft report, supporting the proposals within the north transept and vestry, west end alterations to the screen, disposal of organ, relocation of font and disposal of a small number of pews. The DAC resolved that there was insufficient justification for the removal of a greater number of pews and that the children’s pew should be retained.

Context
 Following DAC advice in September 2021 and initial amenity society responses the parish and design team have revised the proposals to include retention of 4 rows of pews in a fixed position and the front row of pews altered to be made moveable. 5 row of pews will therefore be retained in the nave, 6 of the removed pews to be relocate elsewhere in the church, 6 pews to be used to provide ends for the 6 to be retained. The 2 shorter benches are to be retained and relocated to the vestry. The two pews containing 18th century carving to be retained and relocated to the south transept.
 Lighting and heating systems yet to be resolved – an M&E engineer is to be appointed. There is no gas in the village. Likely to be a hybrid system – with UFH in the areas of pew removal (required due to presence of panelling) and under pew heaters and wall heaters in other areas.

- Points for Consideration**
- Frontals being relocated to the chancel will make the available space very narrow – parish therefore propose to either dispose of the frontals and keep 4 pews in the chancel, or to keep two pews in the chancel and the frontals. Parish preference is two pews (one on either side) and retain the frontal. Or happy to leave it until post works for consideration.
 - Principle of prayer desk removal – this is noted within the Pew Report by OHP as having been created from the pulpit (itself introduced to the church from the chapel at Canons, home of the Dukes of Chandos, in 1747) during the 1849 alterations.
 - Principle of disposal of return of children’s pew to lessen its impact on the available space

- Recommendation**
 The SCBO recommends the revised scheme is supported in principle, with a supportive Notification of Advice issued when final responses from amenity societies are received, with the following provisos:
- Detailed design specifications and drawings for all aspects of the scheme are to be submitted to, and agreed by, the DAC prior to works commencing.
 - No spoil is to leave the churchyard and any chancel must be reburied with due reverence.
 - The PCC should be aware that it may have responsibilities for health and safety during these works under the Construction Design Management Regulations 2015. Further information and guidance can

be found here: https://www.churchofengland.org/sites/default/files/2018-11/CCB_CDM-Regulations-2015_Sep-2016.pdf

- Should the terms of grant of any funder require the parish to display a plaque recognising their contribution, the parish is to seek the approval of a DAC officer to the proposed location and fixing method of the plaque.

8. Pre-application or technical site visits to note (09.11.21 – 31.12.21)

- 11.11.21 Aston Clinton St Michael & All Angels – reordering (SH & JS)
- 11.11.21 Dorchester Abbey – development (LK)
- 11.11.21 Kingsey St Nicholas – churchyard tree (JS)
- 11.11.21 Burghfield St Mary the Virgin – WC or layout alteration (NM)
- 15.11.21 Stewkley St Michael & All Angels – WC & kitchen (SH)
- 17.11.21 Westcott St Mary – removal of some pews (LK)
- 18.11.21 Beenham Valence St Mary – organ works (BW) & extension (LK)
- 18.11.21 Wargrave St Mary – organ works (BW)
- 18.11.21 Reading St Laurence – railings (AF & NM)
- 24.11.21 Souldern ABVM – new facilities (SH)
- 01.12.21 Wolverton Holy Trinity – quiet garden (AF)
- 02.12.21 Bucknell St Peter – new facilities (SH)
- 02.12.21 Cowley St Mary & St John – reordering (JS & AF)
- 02.12.21 Wroxton All Saints – Organ (BW)
- 09.12.21 Quainton Holy Cross & St Mary – reordering (JS)
- 09.12.21 Burnham St Peter – troublesome badgers (SH)
- 15.12.21 Speen St Mary the Virgin – disposal of items (JW & AL)

9. New Cases

Parish	Dedication			
Dorchester	St Peter & St Paul			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-058454	Dorchester	I	Faculty	Andrea Ford
Proposal				
A memorial plaque to comprise of an inscription and an image of Richard Beauforest on acrylic sheet to be wall mounted above the Beauforest Brass in the memorial chapel to the South of the St Birinus Shrine.				
Significance of fabric affected	High			

Timeline	2021.02.03 Application received		
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members
Historic England	No	NA	Mr Julian Munby The Revd Jeff West
CBC	No		
SPAB	No		
Victorian Society	No		
Georgian Group	No		
AMS	No		
20 th Century Society	No		
LPA (PP)	No		
LPA (Sch 2)	No		
BIOS	No		
MBS	No		
Natural England	No		

Context
The proposal comes about as a result of research work undertaken by Dr Kate Tiller and Sir Hugo Brunner. Jeff West and Julian Munby have been consulted on the design and have raised a number of concerns, which the SCBO would be grateful if they would speak to at the meeting.

Points for Consideration

- The principle of the introduction of a plaque
- The appropriateness of the proposed design, wording, materials, location and fixing method

Recommendation
The CBO recommends that the DAC resolve to support the principle of a plaque and delegate the details of the proposals to a sub committee of Jeff West and Julian Munby.

Parish	Dedication			
Cowley	St Mary and St John			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
offline	Oxford	II	Development	JS

Proposal			
Reordering to improve tower entrances, provide separate quiet chapel in north aisle, accessible WC and servery facilities, and to rationalise eastern vestry extension			
Significance of fabric affected	Moderate high to low		
Timeline	2019.01.09 – initial DAC officer site visit 2020.02.26 – New Projects Grant for feasibility study awarded 2021.11.01 – Statements and feasibility study received 2021.02.02 – DAC pre-application site visit		
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members
Historic England	No	David Spragg, Acanthus Clews	Abigail Lloyd Charlotte Robinson Peter Groves
CBC	No		
SPAB	No		
Victorian Society	Yes		
Georgian Group	No		
AMS	No		
20 th Century Society	Yes		
LPA (PP)	No		
LPA (Sch 2)	Yes		
BIOS	No		
MBS	No		
Natural England	No		
Context			
<p>The Church of St Mary and St John, a large Grade II listed building set in an expansive churchyard on the southern side of the Cowley Road, was founded by Father Richard Meux Benson in 1875. The church is part of the built legacy of Fr Benson, which includes four schools, the mission house of the Society of St John (the Cowley fathers) and their later monastic buildings, the church of St John the Evangelist, and St John’s Home (run by All Saints Sisters of the Poor).</p> <p>Proposals to provide improved facilities and encourage community use of the church are the focus of current discussions. Detailed statements of significance and need have been provided along with a feasibility study and options appraisal. Although included in the feasibility study, proposals for the churchyard will be forthcoming as a separate application.</p>			
Points for Consideration			
<ul style="list-style-type: none"> • Has a robust need for additional community facilities in Cowley been clearly demonstrated? • Does the preferred option address the needs identified in the statement of needs? For example, the preferred option does not appear to include a small flexible meeting space. 			

- Are the proposals for each area of the church appropriate? For example, is the east end of the north aisle the most appropriate location for a servery?

Recommendation

The parish are to be commended for their approach to this project and their willingness to phase the stages of the work allowing time to evaluate the success of each step before proceeding with the next. The CBO recommends that the DAC resolve to give in principle support to the proposed reordering and encourage the parish to continue to progress the proposals taking into consideration the comments contained within the site visit report.

Parish	Dedication			
Oxford	St Mary the Virgin			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-067767	Oxford	I	Seating	Liz Kitch
Proposal				
Purchase of 187 Howe 40/4 chairs for use in the nave, chancel, and chapel to replace 16 wood laminate chairs and 34 plastic chairs currently being used. Chairs to be stained to match the pews. No pew removal is required to accommodate the chairs.				
Significance of fabric affected	Moderate			
Timeline	2021.11.30 Application received			
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members	
Historic England	No	NA		
CBC	No			
SPAB	No			
Victorian Society	No			
Georgian Group	No			
AMS	No			
20 th Century Society	No			
LPA (PP)	No			
LPA (Sch 2)	No			
BIOS	No			

MBS	No		
Natural England	No		
Context			
The parish have explained their desire to increase capacity and replace the existing chairs with high quality chairs appropriate to the quality of the church interior.			
Points for Consideration			
<ul style="list-style-type: none"> It seems unlikely that the numbers thoughts possible to accommodate are accurate, but that is for the parish to assure themselves before purchase. The parish will need to check with their insurers that the building is safe for the expected capacity 			
Recommendation			
The SCBO recommends a supportive Notification of Advice is issued.			

Parish	Dedication			
Quinton	Holy Cross and St Mary			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-065653	Buckinghamshire		Seating	JS
Proposal				
Partial pew removal, provision of new chairs and electric seat heating pad, installation of electrical wiring for new heating and alterations to/ repair of floors.				
Significance of fabric affected	Moderate/moderate high			
Timeline	2020.12.04 first contact from parish re replacement heating 2021.01.05 MTA heating report received 2021.01.12 Initial feedback from DAC heating adviser sent to parish 2021.10.11 Online faculty application submitted 2021.11.05 Application sent out for formal consultation 2021.12.09 Delegation site visit			
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members	
Historic England	Yes	Bruce Mallett Martin Thomas Associates	Archdeacon of Buckinghamshire James Mackintosh Abigail Lloyd Geraldine O'Farrell	
CBC	Yes			
SPAB	Yes			
Victorian Society	Yes			
Georgian Group	Yes			

AMS	Yes		
20 th Century Society	No		
LPA (PP)	No		
LPA (Sch 2)	Yes		
BIOS	No		
MBS	No		
Natural England	No		

Context

Initial DAC consultation on a heating options appraisal for the church was carried out in January 2021. Finding an appropriate, sustainable heating solution for the building is not straightforward. As a result, the parish are proposing a temporary solution employing heated seat pads with the intention to review the heating again in five years' time. Meanwhile, the congregation is growing, and the parish would like additional flexible space at the east for a nave altar and for a café church at the west end. These two items form the basis of the current application.

The initial proposals are to remove the front two pews on both sides of the nave, the two churchwarden's pews from the west side of the crossing and all of the pews from the north and south aisle. New stackable chairs are proposed for the aisles and west end. In addition the wooden floor in the area of the former pew platforms at the west end of the church would be relaid to create a step free surface and new carpet provided. The remainder of the floors would be repaired with tiles/ wood blocks rebbed to eliminate trip hazards. The existing heating ducts would be used to install new electric cables with flush floor boxes to provide power supplies for heated seat pads to the nave pews. Rechargeable heated seat pads would be provided for the new chairs.

Points for Consideration

- Has sufficient justification been provided for the removal of the pews at the west end of the church?
All of the pews in both aisles?
- Are the proposed heated seat pads appropriate? Should additional heating be considered for the west end of the nave?
- Is carpet an appropriate floor finish at the west end of the nave?
- Would disposal of the bier be acceptable?

Recommendation

The CBO recommends that the DAC ratify the draft site visit report and resolve to provide in principle support for the proposals with resolution of details delegated to the subcommittee. These details should include:

- A revised drawing and photographs of the existing floor finishes to indicate their significance within the context of the church.
- Proposals for grading of the floor and floor covering at the west end of the nave.
- A condition report and specification for the repair of the floors in the aisles, chancel and east end of the nave.
- A detail drawing indicating the proposed cable routes and floor box locations for supply for the heated seat pads.

- Further details/ information about the proposed heated seat pads such as how often the batteries need to be recharged, how able/willing the parish is to do this before every use, the expected lifespan of the pads and batteries, and the ease of replacement.
- Proposals for additional space heating in the servery/café area at the west end of the nave.
- An updated drawing showing retention of the churchwarden’s pews at the east end of the nave and indicating the proposed location of the remaining children’s pew.
- A revised statement of need with further justification for removal of the pews from both aisles.
- Details of the proposed chairs and tables as well as the storage for these.
- Proposals for the relocation/removal of the bier.

Parish	Dedication			
Aston Clinton	St Michael & All Angels			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
Offline	Buckinghamshire	II*	Development	SH
Proposal				
Removal of 11 x west end pews; proposed extension to house servery and Part M compliant WC.				
Significance of fabric affected	Exterior: Moderate; Interior: Moderate; Pews: Low			
Timeline	2021.29.07 Pre-app discussion via Zoom 2021.11.11 Delegation Site visit			
Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members	
Historic England	Yes	Camilla Finlay- Acanthus Clews	Derek Witchell, Charlotte Robinson, Julian Munby	
CBC	Yes			
SPAB	Yes			
Victorian Society	Yes			
Georgian Group	No			
AMS	No			
20 th Century Society	No			
LPA (PP)	Yes			
LPA (Sch 2)	Yes			

BIOS	No		
MBS	No		
Natural England	Yes		

Context

St Michael & All Angels is a well-loved, medium-sized church with two Sunday services with a regular attendance of 40-50 people, and 100 on the electoral roll. Currently, the south-west corner has flexible space for gathering post-worship, but more space is needed to accommodate the use of the church for community outreach, which has grown substantially in recent years. Presently, there is the weekly Rhubarb café for 20-50 people, as well as the innovative Repair café, where members of the public pay donations for items being mended by skilled volunteers on site, while they enjoy refreshments. There is also a local need for, and a commitment on the PCC's part to, starting up a Dementia café as soon as an accessible WC is available, and the PCC has recently been trained in dementia awareness for this planned outreach. Finally, there is a need for a designated Sunday school for 10-15 children, currently prohibited by a lack of sound attenuation in the children's area in the north-west corner of the main church. The 11x mid-20th century pews proposed for removal are attractive and of decent quality and oak construction. They are, however, of more local than historical significance, being paid for by public subscription, and therefore bearing plaques in memory of former parishioners. The PCC proposes to auction them but will offer them first to the families they are able to trace. This was something they did in 2015 when they removed seven pews in the south-west corner, so they are familiar with the process.

The church's only lavatory is accessed from outside, above the subterranean and rather utilitarian boiler room, and is neither accessible for disabled users, nor ideal for children or parents with babies. The existing servery is in the tower, a space which also houses the choir and clergy vestries, bell ringers, and flower-arranging equipment. This means that the space, although kept as organised as possible, is often cramped, and not able to serve any one of its functions especially well. In short, this is a church whose requirements have outgrown the existing footprint of the church building, and to provide adequate facilities whilst retaining sufficient space for seating and gathering, an extension to the building is necessary. This is a point on which the delegation and Ms Gallo of Historic England all seemed in agreement. The question was considered as to where best to site this extension.

An options appraisal (carried out by Camilla Finlay of Acanthus Clews) presented four concepts: Option A-remodelling the tower to include facilities (discounted as being insufficient to meet the church's needs), B- an extension to the south of the tower (leaving the existing boiler house to the north *in situ*- cost approx. £325k), C- replacing the boiler house to the north with a single extension here (cost approx. £340k), and D- extensions on both the north and south of the tower (cost approx. £425k).

Points for Consideration

- Although on paper option C seems preferable, the parish's preference is for Option B, an extension to the south, while leaving alone the existing boiler house and WC to the north. This is partly on grounds of cost, and partly in recognition that the existing boiler is serviceable and does not yet need replacing, even though it is acknowledged that an overhaul of the system will be required sometime in the next ten years. The PCC are also conscious that this overhaul will need to be in line with the commitment to Net-zero carbon emissions by 2030. The DAC delegation agreed it is sensible to get the most out of the 2009 boiler's remaining years, since the embodied energy of the existing system will be significant, and hydrogen-ready boilers are not yet available.
- The delegation's view was that an extension in the south-west corner is suitable. Not only will an extension on this side not be overlooked, but it was considered that the deeper south aisle of the church lends itself better to a size of extension that would be visually uncomfortable on the shallower and more publicly visible north side of the church. To achieve the same floorspace on the north side, the extension would have to project further than the building line of the north aisle, in line with the

buttresses and only just set back from the building line of the porch. An extension on the south side would also allow for an easier extending of the existing path to the south porch for level access.

- It is worth noting that Ms Gallo of Historic England seemed to take a different view, considering the replacement of the boiler house to be both logical and imperative. It is true that the semi-subterranean brick lean-to boiler house sets a precedent for a structure here, has already disturbed the ground, and is unsightly in the way it wraps around the adjacent early 19th century obelisk monument far too closely. The DAC delegation considered, however, that it is at least reasonably discreet, being tucked well into the corner, with a clay tile roof which references the existing pitched roofs of the church. It was acknowledged that provision of a south side extension would not preclude the future possibility of extending on the north side as well, as and when the parish's needs require. Although the west window of the south aisle, which would be removed as part of this work (though possibly could be re-instated in the extension) is larger and perhaps finer than that of the north aisle, both windows have been heavily renewed and so the impact of either option on the significance of these is probably equally limited.

Recommendation

The delegation considered the proposed massing of an extension on the south side (option B) to be preferable and encourages the PCC to develop this proposal.

Early engagement with the local Planning Authority is recommended, since their views, along with those of the amenity societies, will be central to progressing the project.

Parish	Dedication			
Westcott	St Mary			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-066241	Buckinghamshire	II*	Seating	JS
Proposal				
Reordering of the church to create space at front of nave for musicians/performers and space at rear of church for children's area and serving refreshments to include removal of 4 x 14ft pews, 1 x 14ft frontal, 6 x 8ft pews, 2 x 6ft pews, 1 x children's pew				
Significance of fabric affected	High			
Timeline	2014.11.26 – visit by N Merry, D Mason and D Mitchell to discuss adaption of church for use by school 2018.08.17 – TRO for temporary removal of pews 2018.11.16 – TRO expired 2018.11.18 – submitted as application ref: 2018-027674 2018.12.17 – returned to parish requesting additional information including more detailed statements 2019.06.17 – updated statements and documents submitted			

	2019.07.31 – application returned to parish requesting further details of existing/proposed seating layout, further development of statement of significance 2020.10.11 – archdeacon alerted to lack of progress 2021.02.03 – new incumbent confirms heritage consultant appointed 2021.09.07 – revised statements and proposal documents received 2021.10.14 – current application created, submitted and sent for formal consultation by DAC officer 2021.11.17 – delegation site visit
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Statutory Consultees		Project architect/professionals involved	Reviewing DAC Members
Historic England	Yes	NA	Helen Ensor, Archdeacon Guy, Abigail Lloyd
CBC	Yes		
SPAB	No		
Victorian Society	Yes		
Georgian Group	No		
AMS	No		
20 th Century Society	No		
LPA (PP)	No		
LPA (Sch 2)	Yes		
BIOS	No		
MBS	No		
Natural England	No		

Context

Discussions of how best to create flexible space for use by the parish and the school within the church began in 2014. A TRO for temporary removal of the children’s seating and 4 x 8ft pews was granted in August 2017. Initial proposals to make permanent the removal of a number of pews were first submitted in November 2018 and have been revised over the ensuing years culminating in the current application. Following the November 2021 delegation visit, the parish submitted the revised scheme retaining all but one of the children’s pews, the children’s frontal and the children’s seats as well as two pew frontals. The revised scheme also retains an 8ft frontal at the east end of the northern bank of pews. The survival of a complete set of children’s pews, seats, and frontal is unusual and is a physical reminder the well-established historical and functional connection of the church with the adjacent school.

St Mary, Westcott is considered one of the finest G E Street churches in the diocese. It owes its significance, in large part, to the completeness of the original interior. Richard Peats has this to say about the fittings at Westcott:

As every one of Street’s fittings is an individual work by a major 19th century artist, should we not treat them all as such and value them as we would say a sketch by Rossetti? However, this approach does not work well for church fittings. Firstly, all the nave benches within a building are identical, so they are more like limited edition prints than individual art works. Secondly, the whole is almost always greater than the sum of the individual parts: the reason why these interiors are special is generally because of their architectural character as spaces. Individual elements can be very simple and of little intrinsic

artistic merit, but the work as a whole can be outstanding. A good example of this is St Mary's, Westcott (Bucks), where relatively simple fittings are combined to create a remarkable interior which thrives on austerity.

For this reason, removal of pews and other furnishings needs careful consideration as any pew removal will harm the integrity of the historic interior. The DAC subcommittee, Historic England and the CBC have accepted that the need for removal of some pews has been demonstrated. A consultation response from the Victorian Society is awaited.

Points for Consideration

- Is the need for flexible space within the church clearly defined?
- The significance of the church largely relates to the completeness of the Victorian interior. Does the benefit to the community outweigh the harm to this significance from the removal of some of the original pews?

Recommendation

The CBO recommends that a *Recommend* notification of advice is issued for the removal of the pews as shown in the proposed seating plan version 6 contained within the addendum to the Statement of Need. The parish should be encouraged to investigate donating the removed pews to St Mary's, Fleet Marston which is in the care of the Churches Conservation Trust.

Parish	Dedication			
Wolverton	Holy Trinity			
Application Reference	Archdeaconry	Listing	Case Type	Case Officer
2021-068159	Buckinghamshire	II*	Faculty	Andrea Ford
Proposal				
<p>To introduce a Quiet Garden inspired by the quiet garden movement which nurtures access to outdoor space for prayer, reflection and rest in a variety of settings. The garden creates opportunities for people to experience silence, restfulness and contemplative practices, with regular quiet days and retreats, where individuals or families can be silent and listen to the sounds of nature.</p> <p>To include a labyrinth, memory setts for commemorations, a bench, meadow planting, living willow tunnel, mown paths, native tree planting and an interpretation board.</p>				
Significance of fabric affected	moderate			
Timeline	2021.10.21 Initial contact from parish with plan 2021.11.25 Further info received 2021.11.30 Further info received 2021.12.01 Delegation site visit with DW and GE 2021.12.15 Revised application received			
Statutory Consultees	Project architect/professionals involved		Reviewing DAC Members	

Historic England	No	Ella Magwood	The Ven Guy Elsmore The Revd Derek Witchell
CBC	No		
SPAB	No		
Victorian Society	No		
Georgian Group	No		
AMS	No		
20 th Century Society	No		
LPA (PP)	Yes		
LPA (Sch 2)	No		
BIOS	No		
MBS	No		
Natural England	No		

Context

The Revd Gill Barrow-Jones approached the DAC with this scheme in October 2021. This project had been under discussion for some time in the parish. However following the untimely death of Roger Wythe, a long standing officer of the church from Covid -19 earlier this year his widow Bridget engaged a Landscape Gardener and family friend, to design the garden and it is in Roger's memory that they are keen to proceed. A sub-committee including Archdeacon Guy, DAC Chair Derek Witchell and CBO went on site on 1 December 2021 to discuss the scheme with the parish team. During the visit suggestions were made by the sub-committee and as a result the parish have submitted a 2nd draft Masterplan. Their revisions include:

- rethinking the pathway leading to the quiet garden area
- replacing the swing seat with a bench
- introducing a free standing interpretation board
- requiring uniformity to the inscriptions on the setts (memory stones) they propose these stones not just as memorial stones but to mark a variety of occasions including weddings, baptisms

Points for Consideration

- whether the committee agree with the principle of this scheme
- thoughts on the memory setts and who and how people/events will be commemorated

Recommendation

When the sub-committee is content with the specific details of the scheme the CBO recommends a supportive NOA to be issued with the proviso that no spoil is to leave the churchyard.

10. List B's and Notifications of Advice issued under sub-committees and delegated authority since last meeting

Parish	CoE Archdeaconry	Listing	Application Ref	App Type	Case type	Works	Status
Berrick Salome: St Helen	DORCHESTER	Grade II*	2021-063139	Faculty - DA	R&C	Removal of redundant vestry chimney	NOA issued
Witney: St Mary the Virgin HAR MAJOR PARISH CHURCH	DORCHESTER	Grade I	2021-067023	Faculty - DA	New facilities	Refurbishment of Winchester Room	NOA issued
Combe Longa: St Laurence	DORCHESTER	Grade I	2021-059809	Faculty - DA	Churchyard	Tree works	Petition submitted to Dio Reg
Wootton: St Mary	DORCHESTER	Grade II*	2021-066559	Faculty - DA	H&S improvements	Removal of asbestos from boiler house extension	Faculty issued
Sunningdale: Holy Trinity	BERKSHIRE	Grade II	2021-063572	Faculty - DA	Churchyard	Moving a memorial plaque	NOA issued
Theale: Holy Trinity	BERKSHIRE	Grade I	2021-067777	Faculty - DA	Churchyard	Removal of dangerous railings	Petition submitted to Dio Reg
White Waltham: St Mary the Virgin	BERKSHIRE	Grade II*	2021-063866	Faculty - DA	Churchyard	Lamp post in churchyard	Petition submitted to Dio Reg
Windsor: Holy Trinity	BERKSHIRE	Grade II	2021-064248	Faculty - DA	New facilities	Stand for Life Guard's standard	Petition submitted to Dio Reg
Fulmer: St James	BUCKINGHAM	Grade II*	2021-062992	Faculty - DA	Churchyard	Replacement notice boards	Petition submitted to Dio Reg
Gerrard's Cross: St James	BUCKINGHAM	Grade II*	2021-062802	Faculty - DA	Churchyard	Replacement and introduction of notice boards including illumination	Petition submitted to Dio Reg
Hitcham: St Mary	BUCKINGHAM	Grade I	2021-065613	Faculty - DA	R&C	Plaster repairs - nave ceiling	List B issued
High Wycombe (Sands): St Mary & St George	BuCKINGHAM	Grade II	2021-066819	Faculty - DA	Churchyard	Replacement sewer pipe from church hall	Faculty issued
Shabbington: St Mary Magdalene	BUCKINGHAM	Grade II*	2021-058079	Faculty - Major	M&E	Replacement heating system, new wiring and lowering of pew platforms	NOA issued with provisos
Great Milton: St Mary the Virgin	DORCHESTER	Grade I	2021-066981	Faculty - Minor	Disposal of items	Loan of brass instruments to Oxford College collection	Petition submitted to Dio Reg
Mapledurham: St Margaret	BERKSHIRE	Grade I	2021-066219	Faculty - Minor	New facilities	New water supply	Petition submitted to Dio Reg
Asthall: St Nicholas	DORCHESTER	Grade II*	2021-065229	Faculty - Minor	Churchyard	Repairs to retaining wall	Petition submitted to Dio Reg
Kintbury: St Mary the Virgin	BERKSHIRE	Grade II*	2021-061195	Faculty - Minor	Lead theft/vandalism	Vestry roof repairs following lead theft	Petition submitted to Dio Reg
Beech Hill: St Mary the Virgin	BERKSHIRE	Grade II*	2021-067175	Faculty - Minor	Heating	Replacement storage heaters	Faculty issued

Uffington: St Mary	DORCHESTER	Grade I	2021-063220	Faculty - Minor	Lead theft/vandalism	Lead theft from north transept chapel roofs	Petition submitted to Dio Reg
Grove: St John the Baptist	DORCHESTER	Ungraded	2021-065448	Faculty - Minor	H&S improvements	Replace fire exit staircase	NOA issued
Grove: St John the Baptist	DORCHESTER	Ungraded	2021-067844	Faculty - Minor	H&S improvements	Improvements to paths (including from fire exit)	NOA issued with provisos
New Bradwell: St James	BUCKINGHAM	Grade II*	2020-056024	Faculty - Minor	M&E	Replacement gas boiler in the Lady Chapel	NOA issued
Hanslope: St James the Great	BUCKINGHAM	Grade I	2021-065544	Faculty - Minor	OBC	Restoration of clock face and hands	Petition submitted to Dio Reg
Sherington: St Laud	BUCKINGHAM	Grade I	2021-059778	Faculty - Minor	Churchyard	Hardsurfacing public footpath in churchyard	Petition submitted to Dio Reg
Aston Clinton: St Michael & All Angels	BUCKINGHAM	Grade II*	2021-067205	Faculty - Minor	OBC	Bell repairs - to regularise interim	Registrar to issue faculty
Oxford: St Clement	OXFORD	Grade II*	offline	Interim	R&C	Ph 2 masonry repairs - parapet issues	Interim issued and regularised
Oxford: St Mary Magdalen	OXFORD	Grade I	offline	Interim	Lead theft/vandalism	Security mesh fencing	Interim faculty issued
Alvescot: St Peter	DORCHESTER	Grade II*	offline	Interim	R&C	Beam failure	Interim faculty issued
East Garston: All Saints - HAR	BERKSHIRE	Grade II*	offline	Interim	H&S improvements	Dangerous tower ladders and access & tower roof repairs identified in QI	Interim faculty issued
Aston Clinton: St Michael & All Angels	BUCKINGHAM	Grade II*	offline	Interim	OBC	Urgent repair to tenor bell	Interim faculty issued
Chinnor: St Andrew	DORCHESTER	Grade I	2021-064163	List B	R&C	Masonry repairs to windows	List B issued
Bletchington: St Giles	DORCHESTER	Grade II*	2021-067210	List B	AV	Gigaclear broadband connection	List B issued
Godington: Holy Trinity	DORCHESTER	Grade II	2021-066865	List B	Churchyard	Commonwealth War Grave Commission sign	List B issued
Hardwick-cum-Tusmore: St Mary	DORCHESTER	Grade II	2021-066768	List B	Churchyard	Commonwealth War Grave Commission sign	List B issued
Middleton Stoney: All Saints	DORCHESTER	Grade II*	2021-067003	List B	R&C	Roof repairs	List B issued
Mixbury: All Saints	DORCHESTER	Grade II*	2021-066770	List B	Churchyard	Installation of Commonwealth War Grave Commission Sign	List B issued
Piddington: St Nicholas	DORCHESTER	Grade II*	2021-058780	List B	R&C	Tower repair work	List B issued
Fifield: St John the Baptist	DORCHESTER	Grade II*	2021-064783	List B	Churchyard	Felling of 2 spruce trees	List B issued
Idbury: St Nicholas	DORCHESTER	Grade I	2021-067056	List B	Churchyard	Pruning of cherry tree	List B issued
Chalgrove: St Mary	DORCHESTER	Grade I	2021-065965	List B	Churchyard	Felling of dead yew tree which has become dangerous	List B issued

Checkendon: St Peter & St Paul	DORCHESTER	Grade I	2021-067379	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2021-058113	List B	R&C	Woodworm in floorboards and pews	List B issued
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2021-060178	List B	Churchyard	Installation of Commonwealth War Graves plaque	List B issued
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2021-061948	List B	Churchyard	Installation of a bench for late Jane Mills	List B issued
Stoke Row: St John the Evangelist	DORCHESTER	Grade II	2021-067380	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Oxford: St Barnabas	OXFORD	Grade I	2021-066435	List B	R&C	Emergency repairs to leaking north aisle roof	List B issued
Oxford: St Thomas the Martyr HAR	OXFORD	Grade II	2021-066277	List B	Churchyard	Treeworks	List B issued
Taynton: St John the Evangelist	DORCHESTER	Grade II*	2021-066399	List B	Churchyard	Rebuilding a 7 meter section of churchyard wall	List B issued
Witney: St Mary the Virgin HAR MAJOR PARISH CHURCH	DORCHESTER	Grade I	2021-066800	List B	Lead theft/vandalism	Lead theft	List B issued
Duns Tew: St Mary Magdalen	DORCHESTER	Grade II	2021-065162	List B	AV	Internet connection	List B issued
Eynsham: St Leonard	DORCHESTER	Grade II*	2021-066681	List B	AV	Video camera and microphones for streaming	List B issued
Freeland: St Mary the Virgin	DORCHESTER	Grade II*	2021-067473	List B	R&C	Repointing around RWP	List B issued
Hanborough: St Peter & St Paul	DORCHESTER	Grade I	2021-066672	List B	R&C	Relaying of floor slabs following repair of corroded heating pipes	List B issued
North Leigh: St Mary	DORCHESTER	Grade I	2021-065290	List B	OBC	Peal boards in ringing room	List B issued
Sandford: St Martin	DORCHESTER	Grade II*	2021-068093	List B	Churchyard	Boundary wall repairs (commenced by neighbour without consent)	Awaiting Archdeacon
Owlsmoor: St George	BERKSHIRE	Ungraded	2021-066794	List B	OBC	Repairs to bells	List B issued
Burghfield: St Mary the Virgin	BERKSHIRE	Grade II	2021-067377	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Theale: Holy Trinity	BERKSHIRE	Grade I	2021-066349	List B	Churchyard	Bench in churchyard	List B issued
Boyne Hill: All Saints	BERKSHIRE	Grade I	2021-067326	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Maidenhead: St Luke	BERKSHIRE	Grade II	2021-066884	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Bucklebury: St Mary	BERKSHIRE	Grade I	2021-066879	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Marlston: St Mary	BERKSHIRE	Grade II*	2021-067098	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Hampstead Norreys: St Mary	BERKSHIRE	Grade I	2021-066880	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued

Lambourn: St Michael & All Angels	BERKSHIRE	Grade I	2021-066636	List B	Churchyard	Plant tree in churchyard	List B issued
Wash Common: St George	BERKSHIRE	Ungraded	2021-065158	List B	AV	Upgrade of audio system and installation of livestreaming equipment	List B issued
Earley: St Peter	BERKSHIRE	Grade II	2021-066881	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Tilehurst: St Michael	BERKSHIRE	Grade II	2021-066778	List B	Churchyard	Install second new bench in old churchyard	List B issued
Tilehurst: St Michael	BERKSHIRE	Grade II	2021-067810	List B	R&C	Redecorate and make good the walls, doors & wood surfaces of the Morlais room	List B issued
Finchampstead: St James	BERKSHIRE	Grade I	2021-067373	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Wokingham: St Paul	BERKSHIRE	Grade II*	2021-067374	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Chalfont: St Giles	BUCKINGHAM	Grade I	2021-066623	List B	Churchyard	Pollarding 2 willow trees	List B issued
Denham: St Mary the Virgin	BUCKINGHAM	Grade I	2021-066062	List B	R&C	Roof maintenance work	List B issued
Latimer: St Mary Magdalene	BUCKINGHAM	Grade II	2021-066912	List B	R&C	Removal of panneling to investigate damp	List B issued
Bledlow: Holy Trinity	BUCKINGHAM	Grade I	2021-067000	List B	Churchyard	Further tree works by parish council	List B issued
Burnham: St Peter	BUCKINGHAM	Grade II*	2021-066876	List B	Churchyard	Commonwealth War Grave Commission sign	List B issued
Hitcham: St Mary	BUCKINGHAM	Grade I	2021-066802	List B	Churchyard	Installation of a Commonwealth War Grave Commission sign	List B issued
Taplow: St Nicolas	BUCKINGHAM	Grade II	2021-066799	List B	Churchyard	Introduction of Commonwealth War Grave Commission sign	List B issued
Great Linford: St Andrew	BUCKINGHAM	Grade II*	2021-066878	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Great Linford: St Andrew	BUCKINGHAM	Grade II*	2021-067070	List B	R&C	Repair to leaded window	List B issued
Wolverton: Holy Trinity	BUCKINGHAM	Grade II*	2021-066877	List B	Churchyard	Installation of Commonwealth War Grave Commission sign	List B issued
Ivinghoe: St Mary the Virgin	BUCKINGHAM	Grade I	2021-066538	List B	Churchyard	Bench in churchyard	List B issued
Buckland: All Saints HAR	BUCKINGHAM	Grade II*	2021-063109	List B	OBC	Treatment of timber on clock surrounds and louvres	List B issued
Buckland: All Saints HAR	BUCKINGHAM	Grade II*	2021-066844	List B	Churchyard	New noticeboard replacing two previous	List B issued
Buckland: All Saints HAR	BUCKINGHAM	Grade II*	2021-067008	List B	Churchyard	Commonwealth War Grave Commission sign	List B issued
Stoke Mandeville: St Mary the Virgin	BUCKINGHAM	Grade II	2021-068151	List B	R&C	Replacement of floor boards damaged by leak	Awaiting Archdeacon
Hambleden: St Mary the Virgin	BUCKINGHAM	Grade II*	2021-066838	List B	R&C	Window and stonework repair	List B issued

High Wycombe (Sands): St Mary & St George	BUCKINGHAM	Grade II	2021-066811	List B	Churchyard	Removal of tree with ash dieback	List B issued
Oxford: St Margaret	OXFORD	Grade II	2019-036119	Variation	Development	Removal of small organ (Rothwell).	Amended faculty issued
Warfield: St Michael the Archangel	BERKSHIRE	Grade II*	2020-046977	Variation	M&E	Variation to include emergency lighting	Amended faculty issued
Reading: St Laurence	BERKSHIRE	Grade I	2021-062918	Variation	R&C	Roof works without permission	Amended faculty issued

11. Completed projects feedback

Longcot St Mary the Virgin – introduction of gallery