



THE DIOCESE OF YORK

DIOCESAN ADVISORY COMMITTEE
FOR THE CARE OF CHURCHES

A meeting of the committee was held at 1.30pm, Tuesday 15th January 2019, in the Meeting Room at Diocese of York, Amy Johnson Way, Clifton Moor, York YO30 4XT. Drawings and other documents were on display from 1pm.

Catherine Copp
Secretary

3. Archdeaconry applications

3.1 Cleveland

--- New petitions -----

A. Guisborough Saint Nicholas Grade II* DAC 19/01/3/1/A

Petition: To carry out repairs to a stained glass window in the South Aisle

DECISION: Recommended

B. Marton-in-Cleveland Saint Cuthbert Grade II* DAC 19/01/3/1/B

Petition: To carry out repairs to damaged stonework and replace roofing materials (Interim Faculty dated 25th May 2018)

DECISION: Recommended

C. Northallerton All Saints Grade I DAC 19/01/3/1/C

Advice Item: In the churchyard in the vicinity of the War Memorial permanently to introduce two 'There but not there' Tommy silhouettes

D. Saltburn Emmanuel Grade II DAC 19/01/3/1/D

Petition: To remove from the North Transept the Makin Electronic organ and to introduce into the South Transept a Johannus Rembrandt 370 electronic organ

DECISION: Recommended

E. Sneaton Saint Hilda Grade II DAC 19/01/3/1/E

Petition: In the churchyard retrospectively to lay a temporary pebble pathway to the west of the church building and subsequently to relay the same with ECO paving, gravel and timber edging

DECISION: Recommended

[Marske Saint Mark]

F. Marske, Churchyard of Saint Germain Grade II DAC 19/01 /3/1/F

Petition: In the churchyard to introduce a memorial to those lost at sea from the Caledonia, 1808

DECISION: Recommended

PROVISO: The location of the memorial is to be agreed with K Halliday

G. Egton Saint Hilda Grade II DAC 19/01 /3/1/G

Petition: To introduce an additional metal handrail to the South porch steps to match the existing

DECISION: Recommended

PROVISO: The paint used must be satin black, not gloss black.

3.2 East Riding

A. Cottingham Saint Mary Grade I DAC 15/12/4/3/I
Petition: To introduce internet broadband equipment on the roof of the tower (four 'sectors', and an array on the apex of the roof), together with associated equipment and cabling, some external on the faces of the tower.
WITHDRAWN

B. Flamborough Saint Oswald Grade II* DAC 17/09/3/1/J
Petition: To 1. install a gas supply pipe through the churchyard and 2. replace with a new gas fired boiler the existing electric boiler within the boiler house
DEFERRED

C. Wold Newton All Saints Grade II* DAC 18/10/3/1/P
Petition: In the former Vestry to 1. replace the existing suspended timber floor with a solid concrete floor, 2. replace the existing kitchen fittings with new fittings, 3. replace the existing boiler with a new eco-efficient boiler, 4. introduce a disabled accessible WC with entry via an external Vestry door with canopy over, and 5. in the churchyard to install a septic tank and associated drainage and to extend and light the pathway to the WC, together with associated minor works
DEFERRED

--- New petitions -----

D. Eastfield Holy Nativity Unlisted DAC 19/01/3/2/D
Petition: To 1. install roofing insulation, 2. replace existing windows with reinforced double-glazed windows throughout, 3. replace the existing heating system with new gas fired boiler and sectional radiators, 4. introduce a sound reinforcement and loop system and a projector and screens, 5. redecorate the interior, and 6. lay breathable jute backed plain carpet throughout

DECISION: Recommended
PROVISO: 1. The parish should seek and observe their architect's advice on the appropriate material and specification for the replacement windows
2. Subject to the Sound Systems Adviser confirming her approval of the proposed sound system
3. Subject to the Audio Visual Adviser confirming his approval of the proposed AV system

E. Patrington Saint Patrick Grade I DAC 19/01/3/2/E
Petition: To introduce temporarily into the South Porch a freestanding WC facility
DECISION: Recommended

F. Howden Saint Peter Grade I DAC 19/01/3/2/F
Petition: To 1. renew the ply box to the organ (Rushworth & Dreaper, 1967) following woodworm damage and 2. cut two additional access doors in the back of the organ casework
DECISION: Recommended

G. Howden Saint Peter Grade I DAC 19/01/3/2/G
Petition: In the churchyard to replace the existing dilapidated noticeboard with a new Oak noticeboard with double doors
DECISION: Recommended

H. Beverley Minster Grade I DAC 19/01/3/2/H
Advice: Reordering of the east end of the nave

I. Scarborough Saint Saviour Unlisted DAC 19/01/3/2/I
Advice: To introduce an annex to the south west side of the church for a community room.

3.3 York

A. Bishopthorpe Saint Andrew Grade II DAC 18/10/3/2/B
Petition: To up-grade the telecommunications mast and introduce a new flagpole
DEFERRED

B. Helperthorpe St Peter Grade II* DAC 18/11/3/1/F
Petition: In the churchyard at the north-west corner of the building to install a self-composting accessible WC in a timber shed
DEFERRED

C. Burnby Saint Giles Grade II* DAC 18/11/3/1/I
Petition: In the north west corner of the churchyard to install a disabled accessible ~~portaloo~~ within a timber enclosure against the north wall of the building composting WC in a timber shed, accessed by a grass protection mesh pathway
DECISION: Recommended

--- New petitions -----

D. Clifton Saint Philip & Saint James Grade II DAC 19/01/3/3/D
Petition: Retrospectively to 1. remove the clergy stall (G Pace) from the south side of the Sanctuary and raise the floor level to create performance space, 2. introduce a new altar frontal and 3. reduce in height the brass lectern, and then to 4. reintroduce the clergy stall to a side chapel
DECISION: No Objection

E. Drax Saint Peter and Saint Paul Grade I DAC 19/01/3/3/E
Petition: To carry out repairs to the North Aisle roof and the Nave East gable following theft (Interim Faculty granted 15th November 2018)
DECISION: Recommended

F. Everingham Saint Everilda Grade II* DAC 19/01/3/3/F
Petition: To carry out repairs to the churchyard wall following a road traffic incident (Interim Faculty granted 7th November 2018)
DECISION: Recommended

[Osbalwick with Murton]
G. Osbalwick Saint Thomas Grade II DAC 19/01/3/3/G
Petition: In the churchyard to introduce a metal handrail (Interim Faculty granted 31st October 2018)
DECISION: Recommended

H. Wilberfoss Saint John the Baptist Grade I DAC 19/01/3/3/H
Petition: To replace the existing gas fired floor mounted central heating boiler with a balanced flue boiler and associated works
DECISION: Recommended

I. York Saint Clement Grade II DAC 19/01/3/3/I
Petition: To carry out in situ conservation cleaning of two bequest boards (Interim Faculty granted 7th November 2018)
DECISION: Recommended

J. Escrick Saint Helen Grade II* DAC 19/01/3/3/J
Petition: To introduce into the entrance porch a stained glass window in memory of Mr William Reader
DECISION: Recommended
PROVISO: The wording of the dedication is to be amended by the deletion of the word "here".

K. Escrick Saint Helen Grade II* DAC 19/01/3/3/K
Petition: To introduce a freestanding exhibition case/cabinet as part of the Heritage project
DECISION: Recommended
PROVISO: The cabinet plinth must be of marine plywood, not MDF

L. Wheldrake Saint Helen Grade I DAC 19/01/3/3/L
Advice: In the churchyard to 1. carry out the renovation and internal re-ordering of ‘Church Cottage’ and 2. add a lobby extension with WC facilities to the east end of the cottage

4 Private Petitions

5 List A & B Items to Report

1. List A

- a. **Crayke Saint Cuthbert** – (A2-1) removal and disposal of upright piano
- b. **Newton-under-Roseberry Saint Oswald** – (A1-7) upgrade lightning protection
- c. **Yarm Saint Mary Magdalene** – (A1-9) replace existing circular tables with GoPak tables (stored in North aisle cupboard)
- d. **Skipsea All Saints** – (A2-2) routine maintenance of organ
- e. **Newton-under-Roseberry Saint Oswald** – (A7-3) replace north-west gate to churchyard

2. List B

- a. **Allerston Saint John** – (B1-6) minor alterations to electrical system and replacement electric heater
- b. **Filey Saint Oswald** – (B1-7) replacement boiler
- c. **Grosmont Saint Matthew** – (B1-4) redecoration works to interior of church
- d. **Hawsker cum Stainsacre** – (B1-13) installation of sound reinforcement system
- e. **Helmsley All Saints** – (B1-6) installation of light and sensor above external vestry door
- f. **Heworth Holy Trinity** – (B6-2) felling of dead Cherry tree
- g. **Holtby Holy Trinity** – (B1-4) redecoration of tower area
- h. **Northallerton All Saints** – (B5-3) routine maintenance and repairs to churchyard wall
- i. **Roos All Saints** – (B6-2) felling of dead Ash tree
- j. **Seamer Saint Martin** – (B5-3) rebuilding of south and west churchyard walls
- k. **Seaton Ross Saint Edmund** – (B1-1) repointing works and roof tile fixing as per latest QI
- l. **Sowerby Saint Oswald** – (B5-1) introduction of memorial bench in churchyard
- m. **Stamford Bridge St John the Baptist** – (B1-6) replace obsolete vestry electric heater
- n. **York Saint Helen** – (B1-13) installation of distribution and audio loop system
- o. **York Saint Martin** – (B1-13) installation of audio loop system and facility for hand held and lapel microphones
- p. **Flamborough Saint Oswald** – (B6-3) pruning trees in churchyard

6 Secretary’s Notes

- a. **DAC constitution** – The Ecclesiastical Jurisdiction and Care of Churches Measure 2018 required each DAC to have a constitution containing the provisions set out in Schedule 2 of the Measure, or provisions to like effect. The present constitution, last amended in 2002, was out of date and, in parts, incorrect. An updated, simpler, constitution based on the template in Schedule 2 would therefore be of benefit. The Secretary had already discussed this matter with the Registrar and the Assistant Diocesan Secretary and had agreed with them that as the Committee’s internal processes worked well on a fairly informal basis, then Standing Orders would not be included in the constitution (as had been the case previously) but that the Secretary would prepare a guidance note for members, to sit alongside the constitution, which would set out the workings of the Committee and members’ duties. This guidance note would satisfy the requirement of the Governance Review Group for an induction procedure for Committee members. The Secretary had circulated a draft constitution, based on the Schedule 2 template, which included a proposal that any meeting should require the attendance of the Chair or Vice Chair and at least one Archdeacon and at least one third of the other members; after a brief discussion it was agreed that such requirements would increase the likelihood of meetings being inquorate and the Secretary agreed to amend that paragraph to

require a simple quorum of one third of all members. The draft paragraph relating to the appointment of Sub-Committees would be removed and included in the Secretary's guidance note referred to above.

- b. **Sculcoates Saint Stephen (closed church, unlisted)** – The Committee had been asked by the Assistant Diocesan Secretary to advise the Closed Churches Working Group on the proposed disposal of the contents, monuments and memorials of this church prior to the preparation of Archbishop's Directions. The building and its remaining contents were likely to be sold to the Seventh Day Adventists for continued use as a church. Certain items listed had already been, or would be, transferred permanently to other churches within the diocese, namely Sculcoates Saint Mary, Sculcoates Saint Paul, Sutton in Holderness Saint Michael, the Charterhouse Hull and York Saint Lawrence. Members were pleased to approve the proposals as per the draft provided by the Furnishings Officer dated 3rd January 2019.
- c. **Withernsea Saint Nicholas (closed church, Grade II*)** – The Committee had been asked by the Assistant Diocesan Secretary to advise the Closed Churches Working Group on the proposed disposal of the contents, monuments and memorials of this church prior to the preparation of Archbishop's Directions. The building and its contents were to be vested in the Churches Conservation Trust, save for certain items listed which were to be transferred permanently to two churches within the same benefice, namely Owthorne Saint Matthew and Tunstall All Saints. Members were pleased to approve the proposals as per the draft provided by the Assistant Diocesan Secretary dated December 2018.
- d. **Fabrics Adviser** – Mary Sleight had agreed to take on the role of Fabrics Adviser to the DAC. Mary's work was well known nationally and her expertise would be of great benefit to the Committee; she was already a textile adviser to the Diocese of Lincoln and to Coventry Cathedral and was a member of the Embroiderer' Guild and the Textile Study Group. The Secretary would submit a request to the Archbishop that he formally appoint Mary to the role of Fabrics Adviser.
- e. **Additional Architects** – the Committee agreed that the addition of two or three Architect Advisers (i.e. not Advising Architect members) would benefit the Committee both in the short term and the long term. In the short term additional Advisers would facilitate discussion of architectural issues and relieve some of the burden from Advising Architect members of commenting on specifications submitted in support of petitions. In the long term these additional Advisers might subsequently take on the roles of Advising Architect members as and when vacancies arose. Members agreed that K Halliday could approach suitable architects to act as such additional Advisers.
- f. **Appointment of Vice Chair** – two nominations had been received; a last call email would be sent to all Committee members for any further nominations to be submitted before the next meeting..

7 Grants

- a. **Bilton-in-Ainsty Saint Helen** – a grant of up to £1500 from the CBC towards the conservation of the vestry window and oculus by Barley Studio
- b. **Filey Saint Oswald** – a revised grant of up to £2500 from the CBC towards the cost of a conservation report on the Rudston Mausoleum by Skillington Workshop Ltd.
- c. **Gilling East Holy Cross** – a grant of up to £3000 from the CBC towards the conservation of the C14th stained and painted glass by J & R Cook
- d. **Newton-on-Ouse All Saints** – a grant of up to £10,000 from the Wolfson Foundation Trustees towards the roof repairs.

8 Architects

9 Reports

1. Bells reports

- a. **Grindale Saint Nicholas** – bell rope
- b. **Hutton Buscel Saint Matthew** – completion report, to be forwarded to parish and Inspecting Architect
- c. **York Saint Olave** – completion report, to be forwarded to parish and Inspecting Architect

2. Clock reports

3. Electrical and lighting reports

4. Heating reports

- a. **Great Driffield All Saints** - to be forwarded to parish and Inspecting Architect
- b. **Moorsholm Saint Mary** - to be forwarded to parish and Inspecting Architect
- c. **Nunburnholme Saint James** - to be forwarded to parish and Inspecting Architect
- d. **Wold Newton All Saints** - to be forwarded to parish and Inspecting Architect
- e. **Carlton Saint Mary** - to be forwarded to parish and Inspecting Architect

5. Organ reports

- a. **Acomb Moor James the Deacon**- to be forwarded to parish and Inspecting Architect
- b. **Hutton Cranswick Saint Peter** - to be forwarded to parish and Inspecting Architect
- c. **Lythe Saint Oswald** - to be forwarded to parish and Inspecting Architect
- d. **Skipsea All Saints** - to be forwarded to parish and Inspecting Architect
- e. **Stokesley Saint Peter and Saint Paul** - to be forwarded to parish and Inspecting Architect

6. Church Buildings Adviser's reports

Written reports:-

- a. **Burnby Saint Giles**
- b. **Carlton Saint Mary**

Verbal reports –

10 Any Other Business

11 Next Meetings – Please note the Start time of 1.30pm

Tuesday 19th February
Tuesday 2nd April
Wednesday 8th May

DAC: Minutes:19/01