



**I. York Saint Lawrence** Grade II DAC 23/09/3/1/AA  
**Petition: To install a set of 8 automated electromagnetic clock hammers to the peal of 8 change ringing bells**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**J. Bilbrough Saint James** Grade II DAC 23/10/3/3/O  
**Petition: To 1. remove the chamber organ and two pews from the west end, and 2. carry out external repairs**  
INITIAL ADVICE: Deferred

**K. Pocklington All Saints** Grade I DAC 23/10/3/3/R  
**Petition: To introduce into the church an engraved bronze and gilded ciborium**  
WITHDRAWN

**L. Upper Poppleton All Saints** Grade II DAC 23/10/3/3/S  
**Petition: In the churchyard to permanently lay down 9 unsafe memorials**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**M. York Saint Barnabas** Unlisted DAC 23/12/3/2/U  
**Petition: In the churchyard retrospectively to remove the concrete margin around the building and replace with a lined trench filled with pea gravel**  
this concrete margin around the building.  
FINAL ADVICE: Recommended

**N. York Saint Denys** Grade I DAC 23/12/3/2/V  
**Petition: In the churchyard to temporarily erect security fencing inside the west boundary wall during construction works on adjacent land (Interim Faculty dated 6<sup>th</sup> September 2023)**  
WITHDRAWN

--- New petitions -----

**O. Bulmer Saint Martin** Grade I DAC 24/01/3/1/O  
**Petition: To carry out repointing and stonework repairs and replacement to the Tower**  
FINAL ADVICE: Recommended

**P. Hovingham All Saints** Grade II\* DAC 24/01/3/1/P  
**Petition: To refurbish the bells**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**Q. Huggate Saint Mary** Grade I DAC 24/01/3/1/Q  
**Petition: To 1. introduce a kitchenette and mobile servery at the east end of the south aisle, 2. install a water supply and waste water pipe, 3. install an accessible WC facility in the Vestry, 4. introduce cupboard doors at the west end of the south aisle, 5. replace the temporary font cover with a new cover bearing memorial inscriptions, 6. update the electrical wiring system, 7. refurbish the chandelier lighting, and 8. introduce 3 x Herschel Halo infra-red chandelier heaters into the Nave (re-ordering Phase 2 of 2)**  
INITIAL ADVICE: Deferred

**R. Shiptonthorpe All Saints** Grade I DAC 24/01/3/1/R  
**Petition: To introduce a black metal handrail to the steps to the Old Organ Chamber**  
FINAL ADVICE: Recommended  
PROVISOS:  
1. Fixings must be non-corroding and into mortar joints, not stonework  
2. Any black paint applied must be satin, not gloss  
3. The parish should be made aware of the requirement for a handrail to extend 300mm beyond the top and bottom of a flight of steps

**S. Shiptonthorpe All Saints** Grade I DAC 24/01/3/1/S  
**Petition: To apply a sacrificial sheltercoating of a lime/casein/stonedust mix to the Norman relief carving of a Bishop above the outer porch doors**  
FINAL ADVICE: Recommended

**T. Upper Helmsley Saint Peter** Unlisted DAC 24/01/3/1/T  
**Petition: To make permanent the removal of 4 pews from the west end to create space for community use (TMRO license dated 31<sup>st</sup> May 2022)**  
FINAL ADVICE: Recommended

**U. Terrington All Saints** Grade I DAC 20/01/3/3/J  
**Petition: Confirmatory petition to replace a leaking tap and water pipe in the churchyard and to stabilise the War Memorial (Interim Faculty dated 16<sup>th</sup> March 2023)**  
FINAL ADVICE: Recommended

### 3.2 Cleveland

**A. Middlesbrough Saint Oswald** Unlisted DAC 22/11/3/1/B  
**Petition: To establish the boundaries between the Church grounds and the Vicarage grounds.**  
The Secretary could not withdraw this petition unilaterally but would remove it from the agenda.  
INITIAL ADVICE: Deferred

**B. Brompton Saint Thomas** Grade I DAC 23/06/3/1/H  
**Petition: To re-order the interior by 1. introducing a new oak glazed door to the south entrance, 2. removing the existing pews and pew platforms from the Nave and North Aisle, laying a new stone floor with underfloor heating and introducing moveable stacking pews into the Nave and stackable chairs into the North Aisle to create a children's area, 3. repositioning the Anglo-Scandinavian hogsback gravestones and stone cross fragments at the west end of the Nave and introducing heritage display cabinets, 4. introducing a kitchen, mobile servery, accessible WC and chair storage cabinets in the north west corner 5. repositioning the font minus its plinth and introducing a moveable lectern, 6. installing a new lighting system, 7. introducing low level finned radiators to the Chancel and Sanctuary area, 8. installing a projector and projector screen, and 9. dismantling, cleaning, overhauling and reinstating the pipe organ (Harrison and Harrison)**  
INITIAL ADVICE: Deferred

**C. Linthorpe Saint Barnabas** Grade II DAC 23/07/3/3/H  
**Petition: To replace the existing gas boiler with a new wall-mounted combi-boiler in a new location, remove a window to install a horizontal flue system, and install two fan convector radiators in the Choir Room**  
INITIAL ADVICE: Deferred

**D. Helmsley All Saints** Grade II\* DAC 23/12/3/3/H  
**Petition: To 1. convert the nave brass chandelier (1770s) and its 20 candle holders to accommodate electrical candle lights and to install electrical wiring to the same, and 2. replace the counter-weighted chain with a fixed chain,**  
INITIAL ADVICE: Deferred

**E. Kirk Levington Saint Martin** Grade II\* DAC 23/12/3/3/I  
**Petition: To 1. make the two westernmost nave pews west-facing, 2. move the font to be central with the west window, 3. remove cupboards and replace with mobile book unit, and 4. in the Chancel permanently remove two sets of oak Choir pews and their platforms and replace with stacking chairs**  
FINAL ADVICE: Recommended  
PROVISO: The font relocation must be undertaken by an appropriately experienced stonemason

--- New petitions -----

**F. Aislaby Saint Margaret** Grade II DAC 24/01/3/2/F  
**Petition: To 1. clean the glass and refurbish all of the plain glazed and stained glass windows, and 2. replace external glazing (where existing) with ventilated polycarbonate sheet**  
INITIAL ADVICE: Deferred

**G. Baldersby Saint James** Grade I DAC 24/01/3/2/G  
**Petition: To replace the existing oil boiler with two new oil fired boilers in the same location (Interim Faculty 21<sup>st</sup> December 2023)**  
INITIAL ADVICE: Deferred

**H. Cowesby Saint Michael & All Angels** Grade II DAC 24/01/3/2/H  
**Petition: To carry out repairs to the roof coverings, stonework, rainwater goods and glazing of the Tower, Nave, Chancel, Vestry and Boiler Room together with associated internal ceiling repairs and redecoration after damage and water ingress caused by a falling tree**  
FINAL ADVICE: Recommended

**I. Easington All Saints** Grade II DAC 24/01/3/2/I  
**Petition: To install a rope handrail to the spiral stone staircase to the bell chamber**  
WITHDRAWN

**J. Fylingdales Saint Stephen** Grade II\* DAC 24/01/3/2/J  
**Petition: To make permanent the retention of a Nave altar in addition to the High Altar (TMRO license dated 8<sup>th</sup> March 2023)**  
FINAL ADVICE: Recommended

**K. Nunthorpe Saint Mary the Virgin** Grade II DAC 24/01/3/2/K  
**Petition: To replace the existing gas boiler with a new gas fired combi boiler in the same location**  
This petition was progressed on 31<sup>st</sup> January 2024 under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
FINAL ADVICE: Recommended

**L. Seamer-in-Cleveland Saint Martin** Grade II DAC 24/01/3/2/L  
**Petition: In the churchyard to replace the existing oil tank with a new oil tank and base and to construct a small single block wall to the boiler house wall between the tank and the oil boiler outlet flue.**  
FINAL ADVICE: Recommended

**M. South Bank Saint John** Grade II DAC 24/01/3/2/M  
**Petition: To install three cameras to enable the live-streaming of services**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**N. South Otterington Saint Andrew** Grade II DAC 24/01/3/2/N  
**Petition: To 1. install drainage and water connections into the church, 2. relay existing stone paving to churchyard path, 3. create new raised platform at south entrance with low level retaining wall and new stone paving, 4. raise floor level in the South Porch to match interior floor levels, 5. remove two Yew trees, introduce steps and lay new gravel finish to path leading to the Vicarage (Phase 1), 6. remove the pews and lower the pew platform at the west end of the South Aisle, 7. partition the Vestry to create an accessible WC facility, 8. introduce a kitchenette at the west end of the South Aisle and matching storage cupboards at the west end of the North Aisle, and 9. replace the existing plastic stacking chairs with modern stacking chairs (Phase 2)**  
INITIAL ADVICE: Deferred

### 3.3 East Riding

**A. Bransholme Saint John the Evangelist** Unlisted DAC 22/07/3/1/G  
**Petition: To carry out a complete re-ordering of the church building and grounds to include 1. landscaping of the grounds, re-ordering of the car park (including transferring land from Vicarage grounds to church grounds) and redefining the church entrance, 2. re-ordering of the entrance and welcome area (including replacing existing kitchen with a coffee bar and installing new individual WC cubicles), 3. reconfiguring the worship sanctuary area, 4. installing additional windows, 5. installing new heating system, 6. upgrading electrical system and lighting, and installing an AV system, 7. installing a catering kitchen, 8. creating additional storage space, and 9. reconfiguring and adding to meeting rooms.**  
INITIAL ADVICE: Deferred

**B. Howden Saint Peter (Howden Minster)** Grade I DAC 23/06/3/2/E  
**Petition: To permanently remove and dispose of a fallen and damaged wall memorial to James Camp (died 1886) and Elizabeth Camp (died 1919)**  
INITIAL ADVICE: Deferred

**C. Drypool Saint Columba** Unlisted DAC 23/09/3/3/G  
**Petition: To 1. replace the felt covering of the north aisle flat roof with fibreglass, and 2. carry out repairs to the ceiling plaster of the north aisle**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**D. Sutton Saint James** Grade I DAC 23/12/3/1/J  
**Petition: To 1. carry out repairs and replacements to the stonework of the West window including the replacement of the sill and all mullions, and 2. remove, re-shape, renew the perimeter lead, and reinstall the stained glass, introducing wire mesh guards**  
INITIAL ADVICE: Deferred

--- New petitions -----

**E. Beverley Minster Saint John and Saint Martin** Grade I DAC 24/01/3/3/E  
**Petition: To 1. repair the bell frame, 2. refurbish the headstock and fittings and fit a new stay to the 7<sup>th</sup> bell, 3. replace bearings where necessary, 4. replace existing pulley units, and 5. re-sole and re-shroud the wheel units**  
This petition would be progressed under the Delegated Authority Policy dated 6<sup>th</sup> October 2021.  
INITIAL ADVICE: Deferred

**F. Beverley Minster Saint John and Saint Martin** Grade I DAC 24/01/3/3/F  
**Petition: To introduce into the roof space a freestanding carved wood grotesque to mark the retirement of John Phillips after many years' service as a Welcomer**  
FINAL ADVICE: Recommended

**G. Cottingham Saint Mary** Grade I DAC 24/01/3/3/G  
**Petition: To remove, repair and reinstate a stained glass window (George Pace, 1969) from the South Aisle**  
FINAL ADVICE: Recommended

**H. Leconfield Saint Catherine** Grade I DAC 24/01/3/3/H  
**Petition: To carry out repointing and stonework repairs and to insert stainless steel Helibars to stabilize the south west corner of the building**  
Subject to the specification and drawings being reviewed by an Advising Architect, this petition could be recommended.  
FINAL ADVICE: Recommended

**I. Kingston upon Hull Saint Alban** Grade II DAC 24/01/3/3/I  
**Petition: To remove and dispose of two priest's stalls and all other chairs and replace them with 120 oak stacking (Abbey) chairs by Trinity Church Furniture**  
FINAL ADVICE: Recommended

**J. Hessle All Saints** Grade I DAC 24/01/3/3/J  
**Petition: To 1. carry out minor stonework repairs and repointing to the Spire, and 2. carry out stonework repairs, replace the lead gutters and flashings, refurbish the belfry louvres, replace the downpipes and rainwater chutes, and replace the lightning conductor to the Tower together with minor associated internal stonework and timber repairs**  
FINAL ADVICE: Recommended  
PROVISO: Once the extent of the clock works are known, the further advice of the DAC Bells and Clocks Adviser should be sought before such works commence

#### 4. Private Petitions

#### 5 List A & B Items to Report

##### List A

- a. Cowesby Saint Michael – (A7-8) removal of oil tank

##### List B

- a. **Bilton in Ainsty Saint Helen** – (B1-1) removal of loose render inside Chancel
- b. **Bishop Burton All Saints** – (B7-3) works to trees
- c. **East Ayton Saint John the Baptist** – (AMO) remove render on tower to assess damage to stonework
- d. **East Gilling Holy Cross** – (AMO) fix contactless payment equipment to wall
- e. **Ellerker Saint Anne** – (B7-2) remove dangerous Spruce tree to ground level
- f. **Escrick Saint Helen** – (B1-1) re-route an existing cast iron rainwater pipe externally
- g. **Escrick Saint Helen** – (AMO) investigate condition of soakaway
- h. **Healaugh Saint John the Baptist** – (B6-1) introduction of bench into churchyard
- i. **Humbleton Saint Peter** – (B6-1) introduction of bench in churchyard
- j. **Kilham All Saints** – (B7-3) pollarding of horse chestnut tree
- k. **Newbald Saint Nicholas** – (B6-1) introduction of bench into churchyard
- l. **New Earswick Saint Andrew** – (B4-12) disposal of redundant altar frontals and pulpit falls
- m. **Newland Saint John** (B1-6) like for like replacement of slate roofing to south nave
- n. **North Ormesby Holy Trinity** – (B1-8) replace several light fittings with fittings suitable for LEDs
- o. **Scarborough Saint Saviour** – (B4-11) works of repair to altar frontals and falls
- p. **Southcoates Saint Aidan** – (B1-10) installation of CCTV system
- q. **Strensall Saint Mary the Virgin** – (B7-2) fell a dangerous pine tree, plus other works
- r. **Whitby Saint Hilda** (B1-19) introduction of swift boxes to bell tower
- s. **Yapham Saint Martin** – (B7-1) plant a tree to mark the Coronation
- t. **Woodmansey Saint Peter** – (B1-12) replace lock to Vestry door
- u. **York Saint Chad** – (B1-12) replace lock with exit push bar

## 6. Secretary's Notes

- a. **Additional Matters Order No. 1 of 2023** – the proposed amendment, to include in the AMO permission to set aside an area for cremated remains in a civic cemetery, was agreed
- b. **Declarations of Interest** – the Secretary reminded committee members and advisers to return their completed forms
- c. **York Saint Michael le Belfrey** – the Secretary advised the committee of the forthcoming open evening on 21<sup>st</sup> Feb 2024, which would be the last chance to see the building before construction work commenced
- d. **CBSO post** – New Funding and Community Engagement Advisor for the diocese has been appointed
- e. **MRIG** – all necessary paperwork – eligibility and assessment criteria and application forms – for the Minor Repairs and Improvements Grant would be made available on the diocesan website in the very near future.

## 7. Grants

- a. **York Saint Michael le Belfrey** - a grant has been awarded by the CBC towards the cost of a conservation report on the Squire memorial by Graciella Ainsworth Ltd
- b. **Hawby All Saints** - a grant has been awarded by the CBC towards the cost of a conservation report on 19th-20th century stained glass and plain glazing by the York Glaziers Trust

## 8. Architects

### Changes of Quinquennial Inspectors

- a. **Hemingbrough Saint Mary (I)**
- b. **South Bank Saint John (II)**

## 9. Reports

### 1. Bells and Clock reports

- a. **Filey Saint Oswald** – bells and clock

### 2. Electrical and lighting reports

### 3. Heating reports

- a. **Grosmont Saint Matthew**
- b. **Scarborough Saint Mary**

4. **Organ reports**

5. **Church Buildings Adviser’s reports**

**Written reports:-**

**Verbal reports –**

- a. CBO reported that a heating firm was attempting to colour match their wall mounted infra-red heaters to the surrounding stonework. If that could be achieved it would enable more churches to install such heaters without adversely impacting on the building interior and that, coupled with switching to a green energy supplier, could help them to meet their net zero carbon target.
- b. **Beverley Saint Mary** – at the site visit on 17<sup>th</sup> January the land to the north of the church was also discussed. The parish hoped to create a level access from the church hall into the church (through the door next to which the organ was sited at present) and also to connect the churchyard with the adjacent memorial garden (owned by Beverley Town Council). The boundary wall between those two parcels of land, on the east side of the church, appeared to be constructed of Flemish bricks but was in fact was a mixture of materials and appeared to be largely of Victorian date. The ‘doorway’ in the wall might have been a folly, or part of a building moved from elsewhere, but its significance (if any) was unclear. It could be retained if the remainder of the wall could be lowered. CBO had reminded the parish about their obligations regarding the pipe organ; Christ Church Dublin had expressed an interest in the pipe work but wanted to hear it pre-purchase and that would entail the parish spending a considerable sum to make those organ pipes playable.
- c. **Nether Poppleton Saint Everilda** – the church was located beyond the furthest reach of the village’s fibre optic cable and so satellite broadband was the only option. A site visit had clarified where the satellite dish could be positioned so as to have the least impact on the building. It would be coloured to match the roof slate.
- d. **West Acklam Saint Mary** – they had sold their church hall and wished to re-order the church interior, removing the pews from the north aisle. CBO had suggested that they swap those pews with those in the current nave so that the decorative Victorian pews would be kept and the 1950s pews be disposed of. They also wished to make a disabled access into the Porch, which at present was entered from the west rather than straight on from the south; the Porch would be remodelled to provide an entrance on the south side to facilitate access and also provide a clear view into the body of the church. WC facilities would also be made more accessible than at present.

**10 Any Other Business**

- a. **Chairs** – CBO requested that a discussion be tabled for a future meeting to consider the DAC’s position regarding the introduction of upholstered chairs into Grade II listed churches. The committee was aware that a more nuanced and pragmatic approach might be helpful to those churches where insufficient funds were available to purchase chairs of the quality usually required by the DAC and that inability to acquire appropriate seating was a stumbling block to missional and community activities. A decision tree might be helpful to ensure that the DAC’s commitment to good quality seating was not compromised. The Secretary would also enquire of the DAC Officers’ Google Group how other DACs were approaching this problem.

**11 Next Meetings –**

Tuesday 12 <sup>th</sup> March	– at office
<b>Wednesday 24<sup>th</sup> April</b>	– by Zoom
Tuesday 4 <sup>th</sup> June	– at office

DAC: Minutes: 2401