

Living Christ's Story – Resources for the Journey

Buildings for Mission

BUILDINGS FOR MISSION



Catherine Copp

- IDEAS
- RESOURCES
- PERMISSIONS



2024 1

OUR CHURCH BUILDINGS

The visible, tangible sign of a Christian presence in every community










2024 2

Our church buildings are the visible, tangible sign of a Christian presence in every community. Whether in a market square, on a cliff top, or seen across the fields - this is how people know where to find you! Hemingbrough St Mary – The church is the first thing you see, before the village itself. This is shouting 'God is Here' in this place. The visibility of your church building is where mission begins.

IDEAS

WELCOME AND ACCESSIBILITY





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Welcome and accessibility. Before anyone steps inside your church, are they welcomed? Take a good look at your churchyard noticeboard. Does it say 'Welcome'? Does it give details of regular service times, special events to which everyone is invited and is that invitation made clear? Does it say how to contact

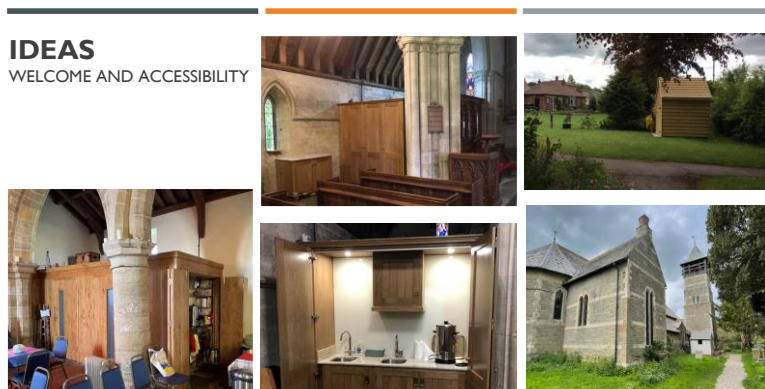
the vicar or the churchwardens and PCC? There is a guidance note about what makes a good churchyard noticeboard on the diocesan website. Most noticeboard improvements, or even replacements, either need no permission or just the Archdeacon's permission.

Can everyone get up the churchyard path? If your path is loose gravel it's difficult for wheelchair users or families with pushchairs to get up it, but you don't have to replace it with ugly concrete paving slabs. There are products available now which are much more sympathetic to churchyards – e.g. Flexipave (rubber & grit). Your church architect will be able to advise you on appropriate materials. Example here = Shiptonthorpe All Saints. If church is listed, you'll need a faculty for a change of material, but if not could simply need the Archdeacon's permission.

Access ramps. Some churches have portable ramps, but there are semi-permanent ramps available which involve some adaptation but not necessarily wholesale landscaping. A ramp like this is planned for Woodmansey St Peter.

Can visitors get into the building? Is your church open every day? Insurers recommend that it is, if possible. If it's difficult to maintain a rota of people who can open and lock up each day because of the difficulty in passing the keys around, consider fitting a Key box to make locking/unlocking easier. That only needs the Archdeacon's permission. Is there an 'OPEN' sign hanging on the door, to let people know it's OK to come in? Or on a sandwich board on the pavement outside? Soon temporary signs and advertising banners will only need the Archdeacon's permission rather than a full faculty (we're in the process of sorting that out).

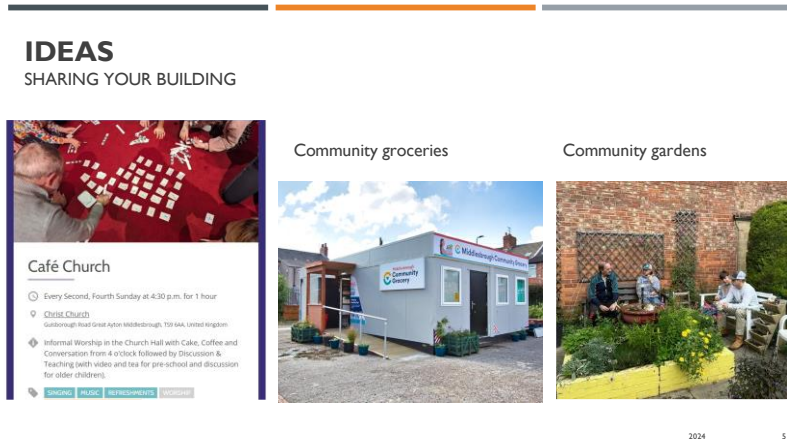
Inside the building, if steps are a problem consider installing Flexisteps – these convert from steps to wheelchair lifts when needed. Take up far less room than a long ramp. Here is the entrance into Bubwith All Saints as it used to look, with three steps down. Built a platform inside with steps at one side and a flexistep at the other. Grade I. Done very sympathetically.



The Gospel is big on hospitality. More and more of our churches now are installing kitchen facilities in all shapes and sizes. You'll see a picture later of the fabulous Trinity Room at Hull Minster where they serve wonderful food and drinks in the new café. But on a much smaller scale here on the left is the tiny Grade I listed church of Aughton All Saints – where a pod was installed in the north west corner with a WC facility and a kitchenette on the front – big enough to provide tea and coffee after services and even cream teas to visitors in the summer.

In the centre, another small but perfectly formed Grade I church Skelton St Giles. The pod at the top was previously just a curtained off Vestry area, but now they have a beautiful kitchenette, with mobile servery from which to serve drinks, and there is still room for the Vestry behind it. Mobile serveries are great because they effectively turn a small kitchenette into a demarcated kitchen area when you are hosting events, and then tuck back against the wall afterwards.

If drainage connection is a problem, or there is no room in the building for a WC, or you just can't raise all the funds you need right now, it is possible to install a composting WC in a shed in the churchyard. Not your first choice, but better than nothing if it enables you to open your church up for events or make it available for community use, and they can be made accessible to wheelchairs etc. Here are two examples at Elvington Holy Trinity (well camouflaged) and Hambleton St Mary.



Sharing your building. In many cases, particularly in smaller rural communities, but also in hard-pressed, deprived urban communities, the church building is the only community building. There are lots of ways you can make your church building work for the community without making any changes to the building fabric, without any formal legal arrangements, and without spending a lot of money – foodbanks, clothing banks, being a ‘warm space’ in winter, having a tea/coffee station for visiting cyclists or walkers. Because Living Christ’s Story isn’t limited to Sunday services.

Café church is an easy win, and offers a more relaxed way for people who are new to the church to join in. Removing a few pews and introducing a few tables and chairs is sometimes all that is needed.

Community groceries – if you have a large enough area of outside space which is unused you might consider hosting a community grocery. This is Linthorpe St Barnabas where the PCC granted a licence to The Message Trust to base their grocery in the church car park.

Or if you have space in the churchyard, set up a community garden. These can be a great way to address food poverty by providing free fruit and vegetables, combat loneliness and improve people’s mental health by getting them involved in productive outdoor group activities.

At Upper Helmsley St Peter they have installed raised beds and set up a Messy Church Allotment project which has proved so successful that it has been attracting attendance from young people both inside and outside the parish.

At the Ascension church in Middlesbrough they are setting aside part of the large vicarage garden behind the church to be a community garden for growing vegetables, and they are putting in a gate for the care home next door so their residents can have safe, direct access into that garden without having to walk round the street.

The photo on the right shows the garden at Middlesbrough St Oswald, where the Genesis Project offers a safe space for people to come and talk as well as garden. Setting aside space for a simple community garden with raised beds usually only needs the Archdeacon’s permission.

HULL MINSTER
GRADE I



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At the other end of the scale are the big re-ordering projects such as that at Hull Minster, where all of the Victorian pews were removed to create an open space for both church and community activities. This cathedral sized church was facing closure but has now been transformed into a much-used and well-loved community asset. The congregation is expanding all the time and the open space enables different styles of worship – breakfast services, children’s activities, café church. Of course projects on that scale require a faculty and considerable engagement with the DAC, the amenity societies etc but that is where we can really be of help to you.

RESOURCES

ChurchCare

<https://www.churchofengland.org/resources/churchcare>

Historic England

<https://historicengland.org.uk/advice/caring-for-heritage/places-of-worship/>

Canva

<https://www.canva.com/>



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Diocesan staff: Catherine and Jess for help with the faculty process.

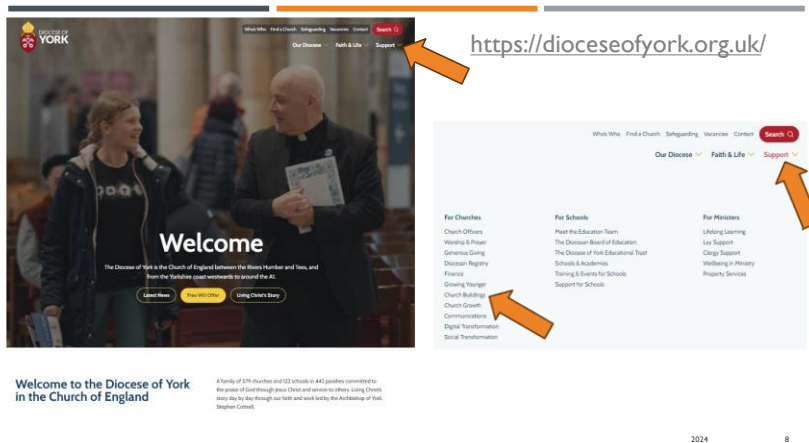
Keith – Church Buildings Adviser can visit and advise on what might be possible – re-ordering, kitchens, toilets etc.

Viv – Funding and Community Engagement Officer

Church Of England website - Church Care. Guidance notes – searchable A-Z library.

Historic England website – lots of technical advice.

CANVA – website with templates for posters, flyers. Free to churches and not for profit organisations. Print your own – free. Or buy print from them. Example – Skipwith St Helen.



Diocesan website – biggest resource. New website is intended to support YOU.

Home page – **Support** – For Ministers, For Schools, **For Churches – Church Buildings**



Church Buildings section. Huge Resource. Almost everything you need to know...

- About the DAC
- Faculty Permissions
- Quinquennial Inspections
- Buildings: Care & Maintenance
- Buildings: Interior & Contents
- Buildings: Use & Development
- Buildings: Accessibility
- Churchyards
- Grants & Fundraising
- Net Zero Carbon

Just to highlight a few:

About the DAC – lists DAC Advisers including Bells, Clocks, Heating, Lighting, Organs. Can arrange visit to advise.

Buildings: Use and Development – includes

- link to Church of England guide to successfully managing a major building and community project
- link to CBC’s guidance on all the legal options for sharing use of buildings (with case studies)
- link to National Churches Trust toolkit to help parishes wishing to set up a Friends Scheme; guidance includes a model constitution
- links to guidance on AV equipment and livestreaming worship
- guidance on WiFi, broadband and telecoms

New **Accessibility** page – includes link to CBC’s Equal Access guidance and a link to Diocese of London disabled access audit template to help you review the accessibility (or otherwise!) of your building; covers not just your building but every aspect of the life of your church.


Grants & Fundraising page. Please keep an eye on this page as we regularly update it with new grant schemes and funding sources e.g. Disability Project Parish Grants Scheme (open 1st Sept) up to £5k or up to £50k for projects to improve accessibility, and the Minor Repairs and Improvement Grants.

ROLE OF THE DAC

Ecclesiastical Jurisdiction and Care of Churches Measure 2018
Section 35: General duty to have regard to church’s purpose

“A person carrying out functions of care and conservation under this Measure ... must have due regard to

- (a) the role of a church as a local centre of worship and mission and
- (b) the importance of environmental protection”



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The DAC (Diocesan Advisory Committee for the Care of Churches) advises the Archbishop, the Chancellor, the Archdeacons, PCCs and petitioners on applications for permission to carry out works to church buildings and churchyards.

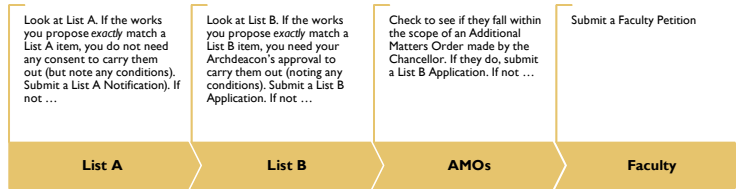
Mission is at the heart of everything we do, enshrined in the legislation because Section 35 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 requires that any person carrying out functions of care and conservation under the Measure **must have due regard to the role of a church as a local centre of worship and mission.**

PERMISSIONS

Permission	What it covers
List A	works which need no consultation
List B (+ AMOs)	works which need written approval from your Archdeacon
Faculty	works which need a faculty granted by the Chancellor
TMRO	Temporary, Minor ReOrdering works which need a licence granted by your Archdeacon

Permissions. Works are divided into four categories: List A, List B (+ AMOs), Faculty, and TMRO.

WHAT PERMISSION DO I NEED?



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How do you know what permission you'll need? Follow the steps above.

EXAMPLES

Permission	What it includes
List A	Bat boxes; adapt existing sound system; defibrillator (unlisted building); pew runners & cushions; WiFi router; portable AV equipment; equipment for card payment systems; unwired lighting to churchyard path; some noticeboard works
List B	Replace light fittings with LEDs; equipment for receiving (and sharing) wireless broadband; install/alter sound/loop system; defibrillator (listed); fixed AV equipment (unlisted); refurbish refreshment facilities; bird boxes; solar panels (unlisted); undepew heaters (post-1850); churchyard bench; new churchyard noticeboard; bicycle stands; path handrails; tree planting
AMOs	Key safe; fix contactless payment unit to wall; temporary lights (Advent, Christmas, Easter); seasonal/textual banners in church; community gardening project; temporary exhibits in churchyard

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Examples of works loosely related to mission which don't need a full faculty; (*read text on screen*) you can do all of these with either no permission or just needing the Archdeacon's permission under List B. List B applications usually approved within days (sometimes hours or even minutes).

<https://dioceseofyork.org.uk/support/for-churches/church-buildings/faculty-permissions/>

Faculty Jurisdiction Rules 2015

The full Faculty Jurisdiction Rules 2015 (from 13 May 2024).

List A, List B and Additional Matters

Listed building consent, planning permission and faculties – which applies, and when

- ↓ List A, List B, or Faculty?
- ↓ Additional Matters Orders
- ↓ Emergencies – Interim Faculty
- ↓ TMRO
- ↓ Net Zero Carbon

Using the Online Faculty System – A Visual Guide

We have created a series of short videos (on YouTube) showing you how to access and use the Church of England's Online Faculty System. To view the videos, click on the titles below:

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All applications are submitted through the Online Faculty System and we have prepared short video guides on how to access and use that system. How to register, how to submit List B applications, and how to submit faculty petitions. The videos include one on Statements of Significance and Need.

TMRO

Archdeacon's licence for **T**emporary **M**inor **R**e-**O**rding

- The re-ordering scheme you propose must be temporary and minor
- No material interference with or alteration to the building fabric, no electrical works, no disposal of any item
- Any item moved must be moved by suitably competent persons and safely stored in an approved place
- Scheme must be capable of easily being reinstated
- Only applicable where your parish has a Minister in post (i.e. not during a vacancy)
- Granted for up to 15 months. At expiry, either reinstatement or faculty to make arrangement permanent

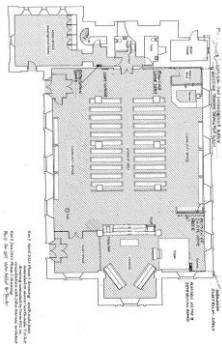
Examples: remove pews from north aisle to create space for café church

2024

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Mentioned TMRO earlier. Archdeacon's licence for Temporary Minor Re-Ordering. Not many people are aware of this provision. A TMRO licence can be a useful tool where you are not completely sure that the re-ordering scheme you are considering will produce the benefits you seek, or where you might struggle to convince others (congregation, amenity societies) of the benefits of the scheme and you need time to prove that it will work. Conditions apply as above.

YARM ST MARY MAGDALENE GRADE II*



2024

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Example – Yarm St Mary. Running very successful community café following faculty permission to remove pews and install kitchenette in north aisle (photo right). Wanted to remove pews in south aisle too (photo left) to meet demand for more space for café including wheelchair users. BUT worried that there might be some opposition to the removal of more pews. So, we suggested TMRO so they can prove they need the extra space before applying to make the arrangement permanent. That's what they are now doing. They will remove the pews, extend the café area, and demonstrate they need that extra space by showing how many people actually use it. That will make it easier for the Chancellor to see that their need for extra space outweighs the harm that will be done to the significance of the building by the removal of more pews. There are no fees attached to a TMRO application and as it is just made to the Archdeacon a licence can usually be granted within a couple of days. A very useful tool.

THANK YOU



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