



THE DIOCESE OF YORK

DIOCESAN ADVISORY COMMITTEE FOR THE CARE OF CHURCHES

A meeting of the Committee was held at 2pm on Thursday 16th July via video link

Catherine Copp
Secretary

3 Archdeaconry applications

3.1 York

A. Nether Poppleton Saint Everilda Grade II DAC 23/07/3/2/O, OFS 2023-086227
Petition: Retrospectively to permanently lay down three unsafe memorials in the churchyard

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023.

INITIAL ADVICE: Deferred

B. Upper Poppleton All Saints Grade II DAC 23/10/3/3/S, OFS 2023-089368
Petition: In the churchyard to permanently lay down 9 unsafe memorials

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023.

INITIAL ADVICE: Deferred

C. Leavening Chapel, The Venerable Bede Unlisted DAC 24/12/3/3/R, OFS 2024-100126
Petition: To install an insulating stud wall to the internal south wall, and install a draft seal and replace with thicker insulating panels the existing low-level panels of the South Door together with associated minor external works

INITIAL ADVICE: Deferred

D. Kirkby Wharfe Saint John the Baptist Grade II* DAC 25/06/3/1/Q, OFS 2025-114825
Petition: To rehang the three bells from swing to fixed hanging format, adding a new clapper system (electronic and manual)

INITIAL ADVICE: Deferred

E. Huttons Ambo Saint Margaret Grade II DAC 25/09/3/2/U; OFS 2025-118603
Petition: To renovate the pipe organ (P Conacher, Huddersfield, c1871)

INITIAL ADVICE: Deferred

F. Bubwith All Saints Grade I DAC 25/11/3/3/Q, OFS 2025-120900
Petition: To carry out glazing repairs and to incorporate any medieval panels into EPG

INITIAL ADVICE: Deferred

G. Acomb Holy Redeemer Grade II DAC 25/12/3/2/K, OFS 2025-122181
Petition: To 1. install new toilets, secondary glazing and enlarged parish office in link corridor between church and hall, 2. create level access to rear of nave and sanctuary, 3. install kitchen pod and café seating in rear of nave, 4. remove and dispose of electric organ from side chapel to create a new meeting room and 5. remove some pews from the nave and replace with metal framed stackable chairs to create flexible seating

INITIAL ADVICE: Deferred

H. Long Marston All Saints Grade I DAC 25/12/3/2/L, OFS 2025-122087
Petition: To replace cast iron rainwater gutters with Brett Martin cast iron style plastic rainwater goods and to refurbish the decorated cast iron hoppers and downpipes

INITIAL ADVICE: Deferred

I. Drax Saint Peter & Saint Paul Grade I DAC 26/03/3/3/O, OFS 2025-115800
Petition: To 1. remove, repair and restore the pews (c. 1851, incorporating medieval pew ends c. 1540 and panelling C16th-C19th) and pew platforms within the Nave, and 2. in the North Aisle relocate two pews, permanently remove the pew platform and lay a new Yorkshire stone paved floor level with the existing floor

INITIAL ADVICE: Deferred

J. Tockwith the Epiphany Grade II DAC 26/04/3/2/P, OFS 2026-124568
Petition: To 1. remove the existing gas boiler and install a far infra red heating system, and 2. rewire the lighting installation and replace existing fittings with LED light fittings

INITIAL ADVICE: Deferred

K. York Saint Barnabas Unlisted DAC 26/06/3/3/R, OFS 2026-128508
Petition: To 1. construct a single storey extension at the west end of the building to provide enlarged kitchen facilities, flexible multi-use community space, accessible and Changing Places toilets, improved circulation and accessibility, and new doors connecting the church to the garden area, and 2. construct a mezzanine floor at the west end of the nave to provide a meeting room

INITIAL ADVICE: Deferred

L. York Saint Cuthbert Grade I DAC 26/06/3/3/S, OFS 2026-127909
Petition: To remove and dispose of the broken 17c wooden pulpit

INITIAL ADVICE: Deferred

M. York Saint Cuthbert Grade I DAC 26/06/3/3/?, OFS 2026-127968
Petition: In the churchyard to 1. create a labyrinth and prayer garden, 2. plant a wildflower meadow and 3. introduce six beehives

INITIAL ADVICE: Deferred

--- New petitions -----

N. Bilton Saint Helen Grade I DAC 26/07/3/1/N, OFS 2026-129681
Petition: To 1. replace the existing flooring in the north-west corner of the Nave with new oak boarding, and 2. introduce 8 x wall mounted electric heaters in the nave

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023.

INITIAL ADVICE: Deferred

O. Bulmer St Martin Grade I DAC 26/07/3/1/O, OFS 2026-129861
Petition: To install a handrail to the pulpit steps

FINAL ADVICE: Recommended

P. Clifton Saint Philip and Saint James Grade II DAC 26/07/3/1/P, OFS 2026-129732
Petition: To introduce into the James Hall (former Chancel) 3 x 3.2 kW white wall mounted infrared heaters

FINAL ADVICE: Recommended

Q. Fangfoss Saint Martin Grade II* DAC 26/07/3/1/Q, OFS 2026-129945
Petition: In the churchyard to replace a 12m length of deteriorated timber fencing with iron estate fencing painted matt black to match existing

FINAL ADVICE: Recommended

R. Luttons Ambo (West Lutton) Saint Mary Grade II* DAC 26/07/3/1/R, OFS 2026-129426
Petition: To carry out repairs to the bell turret and spire, recovering the spire with new shingles, refurbishing the weathervane, renewing turned oak spindles where necessary and repair/renewal of lead coverings and flashings

FINAL ADVICE: Recommended
PROVISO: Subject to approval from another Advising Architect

S. Luttons Ambo (West Lutton) Saint Mary Grade II* DAC 26/07/3/1/S, OFS 2026-129422
Petition: To 1. dismantle the bells, lower their fittings to the ground and carry out repairs to bell frame, 2. refit the bells and fittings and install electromagnetic chiming

FINAL ADVICE: Recommended
PROVISO: Subject to receipt and approval of electrical specification

T. Selby Saint James Grade II DAC 26/07/3/1/T, OFS 2026-128048
Petition: To 1. remove existing gas boiler from cellar and install two new gas boilers in the vestry and 2. install 5 x new fan convectors

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023

INITIAL ADVICE: Deferred

U. Settrington All Saints Grade II* DAC 26/07/3/1/U; OFS 2026-129864
Petition: To install two splayed black metal handrails with barley twist balusters to the north and south sides of the Chancel steps

FINAL ADVICE: Recommended
PROVISO: Subject to review and approval by the Accessibility Adviser

V. Wigginton Saint Nicholas Unlisted DAC 26/07/3/1/V, OFS 2026-129409
Petition: To 1. carry out various glazing repairs throughout the building including internal cleaning, and 2. replace the external polycarbonate sheeting to the East window

FINAL ADVICE: Recommended
PROVISO: Subject to the parish proceeding with the Barley Studio proposal including installation of EPG to the stained glass panel

W. Ryther All Saints Grade I DAC 26/07/3/1/W, OFS 2026-
Petition: To introduce a metal handrail to the main entrance steps down into the Nave

INITIAL ADVICE: Deferred

3.2 Cleveland

A. Eston Christ Church Grade II DAC 25/03/3/1/J, OFS 2025-110261
Petition: To lower the ground level of a strip of land between the church and 73 High Street Eston

INITIAL ADVICE: Deferred

B. Kirkleatham Saint Cuthbert Grade I DAC 25/05/3/3/I, OFS 2025-112202
Petition: In the open churchyard to fell 3 poplar trees

INITIAL ADVICE: Deferred

C. Cowesby Saint Michael Grade II DAC 26/03/3/1/G, OFS 2026-124904
Petition: To 1. rewire all electrics in church, 2. introduce energy efficient interior, exterior and emergency lighting, and 3. install an electrical heating system for attachment to pews

INITIAL ADVICE: Deferred

D. Harome Saint Saviour Grade II DAC 26/03/3/1/J, OFS 206-124120
Petition: To install an automated clock winding mechanism

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023

INITIAL ADVICE: Deferred

E. Skelton in Cleveland All Saints Grade 2* DAC 26/04/3/3/J, OFS 2025-117067
Petition: To replace an existing defunct gas boiler with two Viessmann Vitodens 200 gas boilers

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023

INITIAL ADVICE: Deferred

F. Whitby Saint Mary Grade I DAC 26/04/3/3/K, OFS 2026-127176
Petition: To introduce a small stained-glass window into the Tower in memory of Richard Baker

FINAL ADVICE: Recommended

G. Rosedale Saint Lawrence Grade II DAC 26/06/3/1/J, OFS 2026-127443
Petition: To 1. relay and replace where necessary the Welsh slate roof and replace damaged timbers and leadwork, 2. repair the bell turret and service the bell, 3. renew or replace rainwater goods, 4. install a drainage gully behind the Vestry, 5. redecorate internally the roof timbers and ceiling, 6. rewire the electrics, install a new lighting scheme and destratification fans, and 7. install a servery.

FINAL ADVICE: Recommended

--- New petitions -----

I. Guisborough Saint Nicholas Grade II* DAC 26/07/3/1/I, OFS 2026-128589
Petition: To 1. replace defective pillar lights with LEDs, 2. replace the existing sound system and install new speakers and mixing desk, and 3. install two cameras for livestreaming services

FINAL ADVICE: Recommended

PROVISO: The parish should ensure that the equipment installed is PAT compliant at time of installation and the installer should advise the parish of recommended testing intervals in writing

J. Helmsley All Saints Grade II* DAC 26/07/3/1/J, OFS 2026-128949
Petition: To 1. carry out repairs to the Nave, Porch and North Aisle roofs and upgrade drainage and rainwater goods, 2. carry out repairs to the plain leaded glazing of the South Nave wall, 3. conserve the paintings of the North Aisle and South Transept walls, 4. replace the existing outer oak and glass screen of the South Porch with a new oak and glass screen with automated doors and to introduce in front of the retained historic timber doors a new inner oak and glass screen also with automated doors, 5. permanently remove the pews and pew riser from the North Aisle to create an open space with new oak finished floorboards, and 6. to alter external paving levels to create a level access on the approach and within the Porch

FINAL ADVICE: Recommended

K. Helmsley All Saints Grade II* DAC 26/07/3/1/K, OFS 2026-129934
Petition: To authorise various parish and community events and activities (not inconsistent with the requirements of Canons F 15 and F 16) to take place in the church and within the curtilage of the church in 2026 and annually (or from time to time, as appropriate) thereafter up to and including 2036.

FINAL ADVICE: Recommended

L. Lealholm Saint James Chapel Grade II* DAC 26/07/3/2/L, OFS 2026-129195
Petition: To 1. excavate 12m trench in churchyard and replace lead water pipe with MDPE, 2. connect stop tap and extend to external hose connection on outhouse, 3. extend pipe into Vestry, 4. remove corner wash basin and replace with Belfast sink and 4. insulate all pipework and extend to connect with existing waste pipe

FINAL ADVICE: Recommended

M. North Ormesby Holy Trinity Grade II DAC 26/07/3/2/M, OFS 2026-127154
Petition: To carry out underpinning and associated remedial works following subsidence at the north east corner of the worship area

FINAL ADVICE: Recommended
PROVISO: Subject to review and approval by the Stained-Glass Adviser

N. South Thornaby Saint Mark the Evangelist Unlisted DAC 26/06/3/1/N, OFS 2026-128560
Petition: To commission and install into the Lady Chapel an icon of 'Our Lady of the Five Lamps'

FINAL ADVICE: Recommended

3.3 East Riding

A. Aldbrough Saint Bartholomew Grade II* DAC 24/04/3/1/I, 2024-096686
Petition: In the churchyard to remove the steps at the western entrance and introduce a ramped access path with landings between the lychgate and the South Porch

FINAL ADVICE: Recommended

B. North Dalton All Saints Grade II* DAC 25/01/3/1/H, OFS 2024-102326
Petition: To install an electromagnetic hammer to the bell (c. 1450)

INITIAL ADVICE: Deferred

C. Beverley Saint Mary Grade I DAC 24/10/3/3/G, OFS 2024-106677
Petition: To form a structural opening and insert a new single leaf glazed external personnel door into the south elevation of the church hall

INITIAL ADVICE: Deferred

D. Scarborough Saint Luke Unlisted DAC 25/11/3/2/G, OFS 2025-118655
Petition: To 1. install disabled accessible lift between church building and church hall, 2. create additional car parking including disabled parking spaces, 3. demolish existing entrance building and replace with new entrance with kitchen, WCs and meeting room, 4. landscape site to include lychgate to Scalby Road, new pedestrian entrance towards Scarborough Hospital and new paths, and 5. introduce bio-diversity measures

INITIAL ADVICE: Deferred

E. Bessingby St Magnus Grade II* DAC 26/06/3/2/E, OFS 2026-128187
Petition: To make permanent the siting of a Bothie installed within the churchyard on a trial basis

INITIAL ADVICE: Deferred

F. Hull Minster Grade I DAC 26/06/3/2/F, OFS 2026-127836
Petition: To introduce a wooden collapsible and portable baptistry

INITIAL ADVICE: Deferred

G. Hutton Cranswick Saint Peter Grade II* DAC 26/06/3/2/I, OFS 2026-128779
Petition: To introduce oak handrails with brass fittings, externally at the main entrance door and internally to the pulpit steps

INITIAL ADVICE: Deferred

--- New petitions -----

H. Cowlam Saint Mary Grade II DAC 26/07/3/3/H, OFS 2026-129435
Petition: To replace existing light fittings with a new lighting scheme comprising of 4 x black tracks, 20 x wide beam LED flood lights and 2 x LED spotlights

FINAL ADVICE: Recommended

I. Flamborough Saint Oswald Grade II* DAC 26/07/3/3/I, OFS 2026-127475
Petition: To 1. carry out repairs to commemorative wall plaque to John Ogle (d. 1731), and 2. replace a carved corbel to the aisle roof joist and if necessary remove the adjacent arch voussoir

INITIAL ADVICE: Deferred

J. Great Driffield All Saints Grade I DAC 26/07/3/3/J, OFS 2026-129940
Petition: To authorise various parish and community events and activities (not inconsistent with the requirements of Canons F 15 and F 16) to take place in the church and within the curtilage of the church in 2026 and annually (or from time to time, as appropriate) thereafter up to and including 2036.

FINAL ADVICE: Recommended

K. Long Riston Saint Margaret Grade II* DAC 26/07/3/3/K, OFS 2026-129207
Petition: To reinstate the curtain across the tower entrance

FINAL ADVICE: Recommended

L. Scarborough Saint Luke Unlisted DAC 26/07/3/3/L, OFS 2026-129123
Petition: Within the church grounds to widen the existing vehicular access from Stepney Drive and form a carpark with 16 spaces

FINAL ADVICE: Recommended

M. Scarborough Saint Luke Unlisted DAC 26/07/3/3/M, OFS 2026-127916
Petition: To re-purpose a wrought iron altar rail (Francis Johnson) as handrails to the Chancel steps

INITIAL ADVICE: Deferred

N. Filey Saint John the Evangelist Unlisted DAC 26/07/3/3/N, OFS 2026-124096
Petition: To replace the existing gas boilers with two high efficiency hydrogen-ready condensing gas boilers

This petition would be progressed under the Delegated Authority Policy dated 24th October 2023

INITIAL ADVICE: Deferred

N. Seamer Saint Martin Grade I DAC 26/07/3/3/N, OFS 2026-130411
Petition: 1. Confirmatory petition to carry out cleaning and minor glazing repairs headed 'Fire cleaning' and such of the repairs headed 'Additional' as the PCC sees fit, as set out in the glass price summary document from Martin Johnson & Co dated 5th May 2026 (Interim Faculty, with conditions, dated 29th May 2026) and 2. to carry out repair and reconstruction of the north aisle including: replacement of the roof to include insulation if

possible; reinstatement of pews, timber flooring, wainscote panelling and kitchen facility; stonework repairs and replacement where necessary; repair of wall monuments where necessary; and all associated minor works

FINAL ADVICE:

PROVISOS:

Recommended

1. Before work commences Advising Architects are to approve drawings and specification for repair and reconstruction of the roof and the introduction of any insulation
2. No cleaning or repair works shall be carried out to the East window until such time as the DAC's Stained Glass Adviser has had sight of, and approved, a condition report and conservation proposal for that window
3. Any lighting and electrical work should be approved by a Lighting and Electrics Adviser.
4. Any repairs to wall monuments should be approved by the Church Buildings Adviser and an Advising Architect (and consultation undertaken with the CBC if necessary)

4. Private Petitions

5. List A & B Items to Report

List A

- a. **Fulford Saint Oswald** – (A5-3) introduction of pew runners
- b. **Fylingdales Saint Stephen** – (A1-1) replacing broken Yale lock to internal Vestry door
- c. **Fylingdales Saint Stephen** – (A2-2) routine tuning of organ
- d. **Fylingdales Saint Stephen** – (A5-4) introduction of moveable bookcase
- e. **Heworth Christ Church** – (A7-6) like for like replacement of noticeboard
- f. **Warthill Saint Mary** – (A8-3) removal of dead branches from tree
- g. **Yarm Saint Mary Magdalene** – (A1-14) removal of table from vestry
- h. **Bramham All Saints** – (A4-3) replace fixings of clock dials
- i. **Hayton Saint Martin** – (A7-2) replace tarmac churchyard path like for like

List B

- a. **Acomb Holy Redeemer** – (B1-12) replacement locks on doors to committee room and vestry
- b. **Ampleforth Saint Hilda** – (B7-3) works to laurel trees
- c. **Bridlington Holy Trinity** – (B4-3) repairs to pipe organ
- d. **Clifton SS Philip & James** – (B1-1) insulation of St Philip's room
- e. **Cloughton Saint Mary** – (B7-2) felling of trees damaged by storm
- f. **Cottingham Saint Mary** – (B7-2) felling of tree in churchyard
- g. **Hambleton Saint Mary** – (B1-13) replacement of speakers for AV system
- h. **Helmsley All Saints** – (B1-12) replacement lock on vestry door
- i. **Lastingham Saint Mary** – (B7-3) tree works
- j. **Naburn Saint Matthew** – (B6-1) installation of two benches in churchyard
- k. **Pickering SS Peter & Paul** – (B1-6) roofing works
- l. **Stillingfleet Saint Helen** – (B7-3) tree works
- m. **Swanland Saint Barnabas** – (B1-10) installation of CCTV
- n. **Topcliffe Saint Columba** – (B1-1) repairs to roof and flashing
- o. **Ugthorpe Christ Church** – (AMO) removal of stones on spire to facilitate bell investigations
- p. **Acomb Holy Redeemer** – (B1-1) repair of rainwater goods
- q. **Acomb Saint Stephen** – (B1-3) interior redecoration
- r. **Bolton Percy All Saints** – (B1-1) minor works of repair
- s. **Brandesburton Saint Mary** – (B1-13) replacement of sound system
- t. **Bulmer Saint Martin** – (B6-4) replace an existing churchyard noticeboard and introduction an additional notice board
- u. **Burton Pidsea Saint Peter** – (B1-13) updating existing sound reinforcement and loop system
- v. **Glaisdale Saint Thomas** – (B7-1) planting of a memorial oak tree in churchyard
- w. **Helmsley All Saints** – (B7-2) felling dangerous hawthorn tree and other associated tree works
- x. **Langton Saint Andrew** – (B7-2) remove dead cherry tree
- y. **Micklegate Holy Trinity** – (B7-3) works to trees
- z. **New Earswick Saint Andrew** – (B1-20) installation of PV solar panels on church roof
- aa. **Norton Saint Peter** – (B7-2) felling of five tree presenting a danger
- bb. **Selby Abbey** – (B1-16) removal of asbestos from boiler house
- cc. **South Otterington Saint Andrew** – (B6-3) repairs to gates of lychgate

6. Secretary's Notes

- a. **BMP launch timetable** – The Secretary gave an update on the planned launch. We should be able to undertake Diocesan testing between 27th July and 17th August. The OFS will shut down on 30th September with the BMP launching on 6th October.
- b. **DAC Conference** – The Secretary reminded the committee that the DAC Conference is in York between 15th-17th September. Members of the committee are welcome to book to attend should they wish to.
- c. **Future online meetings** – In order to reduce the number of Zoom licences the Diocesan Office need to purchase; it was considered that we should hold our online meetings on Microsoft Teams instead. This was agreed and will be done from our November meeting.
- d. **Events in Churches guidance note** – The Secretary updated the committee that this was almost ready.
- e. **Churchyard Memorial Regulations** – The Secretary updated that these had been finalised. They will be in use from 1st August and have been posted on the website and in this week's Journal. There will be training for churchwardens, and the Secretariat will be communicating with memorial masons. There will be a grace period of 3 months for enforcement of these to cover any already in planning/application phase.

7. Grants

- a. **Slingsby All Saints** - a grant was awarded by the CBC towards the VAT costs of the conservation of the clock by James Harrison, 1838
- b. **York Saint Lawrence** - a grant was awarded by the CBC towards the cost of a conservation report on the stained glass by Barley Studio
- c. **Beverley Minster** – a grant was awarded by NHLF to support progression of the 'Destinations' project
- d. **Middlesbrough All Saints** - a grant was awarded by the CBC towards the cost of a conservation report on the stained and plain glass by The York Glaziers Trust
- e. **Thirsk Saint Mary** - a grant was awarded by the CBC towards the cost of a Building Environmental Performance Assessment by Tobit Curteis Associates

8. Architects

Changes of Quinquennial Inspectors

- a. **Fridaythorpe Saint Mary (I)**
- b. **Newington Saint John (II)**
- c. **Settrington All Saints (II*)**
- d. **Sledmere Saint Mary (II*)**
- e. **Thixendale Saint Mary (II*)**
- f. **Wetwang Saint Nicholas (II*)**
- g. **Wilberfoss Saint John the Baptist (I)**
- h. **Rudston All Saints (I)**
- i. **York Saint Paul (II)**

9. Reports

1. Bells and Clock reports

- a. **Wawne Saint Peter**
- b. **Allerthorpe Saint Botolph**

2. Electrical and lighting reports

- a. **Heworth Green Saint Wulstan**

3. Heating reports

- a. **Acomb Holy Redeemer**
- b. **Great Driffield All Saints**
- c. **Willerby Saint Luke**

4. Organ reports

5. Church Buildings Adviser's reports

Written reports

Verbal reports

- a. Wawne Saint Peter**
- b. Leven Holy Trinity**
- c. Yearsley Holy Trinity**

10 Any Other Business

Next meetings:

Wednesday 23rd September - in office
Tuesday 3rd November - by Zoom
Tuesday 8th December - in office

DAC: Minutes 2607