Form 3B

(Rule 5.3)

Petition for Faculty

(building included in list under [section 38 of the Ecclesiastical Jurisdiction and Care of

Churches Measure 2018])

**To the Consistory Court of the Diocese of Oxford**

**Building:**

**Petitioner:**

|  |  |
| --- | --- |
| NAME\* | ADDRESS\* |

(including postcode)

If you are authorised to act on behalf of a body, please give the name of the body concerned above and give your name and address below and include evidence of your authority to submit this petition. A telephone number and email address should also be provided.

|  |  |
| --- | --- |
| FULL NAME\* | RESIDENTIAL OR PROFESSIONAL ADDRESS\* |
|  | (including postcode) |

Telephone:

Email:

\**Please use capital letters*

**I/We petition the Court for a faculty to authorise the following—**

[*Please describe the works or other proposals for which a faculty is sought in the way* *recommended by the Diocesan Advisory Committee in its Notification of Advice.*]

SCHEDULE OF WORKS OR PROPOSALS

*Copies of the Standard Information Form and any drawings, plans, specifications, photographs or other documents showing the proposals must be provided with this petition.*

**A. PROFESSIONAL ADVICE**

*Please answer this section in every case*

1. Has the architect or surveyor appointed under [section 45 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018] been—

a. engaged in connection with the proposals?

Yes



No



b. asked for general advice in relation to these

proposals?

Yes



No



1. If another architect or surveyor is being engaged—
	1. what is his or her name and address?
	2. why is he or she being instructed in relation to the proposed works?

**B. CHANGES TO THE INTERIOR AND/OR EXTERIOR OF THE BUILDING** *Please answer this section if applicable. Otherwise proceed to section C*

3. a. If changes to the interior and/or exterior of the

building are proposed, has a statement of Yes  No  significance and a statement of needs been

prepared?

b. If the answer to a. is yes, please supply copies of the statements with this petition.

c. If the answer to a. is no, what are the reasons for asking for permission for the proposals?

*Please supply separate explanatory statement if more space is required*

**C. PERMISSIONS FROM OTHER BODIES**

*Please answer this section in every case*

4. a. Are any external works proposed? Yes  No 

b. If yes, have you consulted the local planning

authority as to whether planning permission or Yes  No  advertisement consent is required?

c. Please include a copy of any reply from the local planning authority.

5. a. If required, has outline or full planning permission

or advertisement consent been granted?

Yes



No



b. Please include a copy of the planning permission or advertisement consent, if any, with this petition.

6. a. If any of the proposals affect a scheduled ancient

monument, has scheduled monument consent Yes  No  been obtained?

b. If yes, please include a copy of the consent with this petition.

**D. ARCHAEOLOGICAL MATTERS**

[*Please answer this section for any work to or in the building or its curtilage*]

7. a. Have you been advised that the proposals may

Yes



No



have archaeological significance?

b. If so, please include any advice received.

c. Is an archaeologist to be involved and to be given

facilities for inspection and recording during the

Yes



No



course of the works of excavation or works to the

fabric?

**E. CONSULTATION FOR WORKS OF DEMOLITION, ALTERATION OR EXTENISION OF A LISTED BUILDING**

*Please answer this section if applicable. Otherwise proceed to section F*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 8. [Have any of the following bodies been consulted?] |  |  |  |  |
| The Church Buildings Council | Yes  | No |  |
| Historic England | Yes |  | No |  |
| The Council for British Archaeology | Yes |  | No |  |
| The Ancient Monument Society | Yes  | No  |
| Society for the Protection of Ancient Buildings | Yes |  | No |  |
| The Georgian Group | Yes  | No  |
| The Victorian Society | Yes |  | No |  |
| The Twentieth Century Society | Yes  | No |  |

If the answer to any of the above is yes, please include copies of any correspondence giving the views of the body concerned and your replies.

|  |  |  |
| --- | --- | --- |
| 9. a. [Has the local planning authority been consulted?] | Yes  | No  |
|  |

b. If yes, please include correspondence giving its views and your reply.

**F. DETAILS OF CONTRACTORS**

*Please answer this section when you wish to carry out work of any kind*

1. [If known,] Please give the name and address of each contractor to be employed for the different aspects of the works (e.g. builder, electrician, stained glass artist, organ builder etc.)

Contractor 1 Contractor 2 Contractor 3

**G. TIME FOR WORK**

*Please answer this section in every case*

1. a. How soon will the work start after the faculty is granted?

b. How long is it expected that it will take for the work to be completed?

**H. DIOCESAN ADVISORY COMMITTEE**

*Please answer this section in every case*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 12. | Is a notification of advice from the Diocesan | Yes  | No |  |
|  | Advisory Committee included with this petition? |  |  |  |
| **I. FURTHER INFORMATION** |  |  |  |
| *Please answer this section in every case* |  |  |  |
| 13. | [a. Could the work affect any human remains? | Yes  | No |  |
|  | b. Could the work affect any monuments? | Yes  | No ] |
| 14. | Is the information about the building included in the |  |  |  |
|  | most recent quiquennial inspection report or | Yes  | No |  |
|  | statement of significance still accurate? |  |  |  |

1. If there is any further information that the petitioners would like the court to take into account, details should be set out in a letter or statement included with this petition.

I/We believe that the facts stated in this petition are true.

Signed: Date:

(Signature of petitioner or person acting on

behalf of petitioner)