10.00am, Monday 10th March 2025,Christ Church, Research Centre

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| MINUTES |
| Welcome and Apologies Apologies received Members: The Venerable Jonathan Chaffey, Ms **Esther Robinson Wild, Mr James Mackintosh, Rachel Fletcher, Revd Canon Prof William Whyte, Ms Geraldine O’Farrell, Mr Bryan Martin, Dr Louise Durning, Ms Joyce Christie, The Revd Professor Diarmaid Macculloch, Mrs Freya Morris, Revd Deiniol Heywood, Revd Cannon Valerie Plumb, Francis Brown (Observer).** **Apologies received Advisers: The Revd Chris Bull, Mr Philip Wharton, Mr Jon Avent** |
| 1 | Minutes of meeting held on 20 January 2025 | Chair | Attached |
| 2 | Declarations of interest | Chair |  |
| 3 | Correspondence, policy and other matters for consideration |  |  |
|  | Church Buildings Team staffing update | LK | Verbal report |
|  | Governance Review discussion summary | LK | 2 |
|  | Summary of team’s activity since January meeting | LK | 3 |
|  4 | Applications submitted to DAC since the last agenda | Chair | 3 |
|  5 | Casework – For discussion  |  |  |
|  | Stoke Talmage – extension and internal re-ordering | SH | 4 |
|  | Taplow, St Nicolas – new servery | EJ | 5 |
|  | Stanford-in-the-Vale – internal reordering  | SH | 5 |
|  6 | Casework – For ratification of officer recommendation |  |  |
|  | Turville, St Mary the Virgin – disposal of pews and frontal | SH | 7 |
|  | Headington, St Mary – extension | HR | 8 |
|  | Wantage, St Peter and St Paul – removal of small number of pews | OM | 8 |
|  | Bloxham, St Mary Our Lady of Bloxham – pew removal and shortening | JS | 9 |
|  | Easthampstead, St Michael & St Mary Magdalene – screens | OM | 10 |
| 7 | Pre – application and technical site visits to note | Chair | 10 |
| 8 | List Bs and NOAs issued under subcommittee and delegated authority since last meeting | Chair | 11 |
| 9 | Completed project feedback  |  |  |
|  | Great Hampden, St Mary Magdalene – reordering  | JS | 15 |
|  | Adderbury St Mary the Virgin: installation of Herschel Halo | JS | 15 |

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| Dates of future meetings: | * Monday 12th May 2025 Christ Church, Research Centre
* Monday 30th June 2025 St John’s College
* Monday 8th September 2025 Church House Oxford
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| 3 | Correspondence, policy and other matters for consideration |

Church Buildings Team Staffing Update

The Head of Church Buildings gave a verbal report, welcoming Evie Foley as Assistant Church Buildings Officer to the team and updating the Committee on the extension of Catriona Turnbull’s contract.

Governance Review discussion summary

The following summary of the discussion of the January 2025 meeting of the DAC was ratified by the Committee for passing to Bishop’s Council in July, with the response by the Head of Church Buildings and DAC Chair in May 2024 also attached for completeness.

Members with extensive experience of the secular permissions system noted that the quality of discussion and rigour of review within the DAC was far better than within secular processes. Although the

membership of the committee is large, new members reflected that discussion and decision making is effective and well managed, utilising exceptional expertise offered on a generous voluntary basis and

deeply considerate of pastoral circumstances of parishes. This is noted within the Terms of Reference but could be emphasised further.

In 2018 changes were made to the operation of the DAC, with a reduction of meetings from 11 to 6 a year, and increased use of online sub committees and delegated authority to officers which has followed over subsequent years, enabled by legislative changes. The DAC gave support to the positive impact these changes have made, enabling more in-depth discussion of major schemes, swifter processing of all

faculty applications, and reducing the number of times a scheme needs to be discussed at a full meeting of the DAC. This positive impact of the work of sub committees justifies the large number of members and advisors of the committee, as it is important to spread the significant workload amongst out volunteers.

Members identified that it would be beneficial for the Committee to have greater awareness of policies, legislative changes and requirements which affect its work. The DAC are very well placed to identify trends in the work being undertaken in churches, or issues being faced by parishes and consider how they could be addressed.

The professional capabilities and competence of the Church Buildings Team staff was highlighted, giving the Committee itself confidence in the officer’s recommendations on cases. The importance of the role of the Archdeacons in representing parish needs, from all areas of the diocese not just their own

archdeaconry, was identified and the DAC felt their presence at meetings was important.

Additionally, the Committee reflected on what the benefit and implications of the Faculty Jurisdiction on churches which are unlisted and non-designated heritage assets, and how this might be articulated to parishes, highlighting the liturgical and missional focus of the DAC’s role. It was noted that the work of the DAC is the main area of concern and complaint from parishes to Archdeacons, and the need to

communicate the work of the committee more regularly and more widely was suggested. The Head of Church Buildings is discussing an approach for this with the Director of Communications and case specific communication with parishes will be increased with the appointment of the Assistant Church Buildings Officer, starting March 2025. The Church Buildings Team will also look to expand further upon the extensive guidance notes available on the webpage. Constraints upon resource at both diocesan and parish level were recognised to be factors leading to tensions in the work undertaken by the DAC.

On practicalities, the committee noted the importance of meeting in an accessible and warm location.

Summary of team’s activity since January meeting

* The team have shared the last 3 years of DAC agendas with the environment Action Team, who are undertaking a project to put together a full list of all decarbonisation projects across the diocese - this will be a very helpful resource for both teams, and parishes.
* On the 18th February Jennie Schillig (recruiting manager) and Liz Kitch interviewed candidates for the Assistant Church Buildings Officer post. Whilst this role was vacant Debbie Perry has been stepping in to help keeping up with the 'church buildings' general email inbox.
* Maggie Metaliaj and Liz Kitch prepared a brief to diocesan General Synod members in relation to the proposed revisions of the Mission and Pastoral Measure. GS discussed the proposals on the 14th February and Liz Kitch attended as an observer. A detailed response will be prepared in the coming weeks and submitted.
* Sophie Hammond has been organising a training day for parishes to assist them in developing the vision behind a building project - this will take place at Holy Trinity Prestwood on 7th May.
* Jennie Schillig and Oliver Mitchell are reviewing and administering applications to the Minor Repairs and Improvement fund, the first round of which closed on 16th February.
* The team have gathered in structured sessions to test the new Buildings Management Portal, which will replace the Online Faculty System. Our feedback is passed to the developers of the site and will enable changes to be made prior to launch.
* Liz Kitch and the Environment Team identified potential candidates for the Boiler Hardship Fund from the national church. This fund aims to support churches/church halls with limited budgets who are facing additional costs to replace an existing gas/oil boiler with an alternative low carbon heating system, where there is an urgent need for replacement and the barrier to installing an alternative low carbon heating system is only financial. The total grant fund available is £600k until Dec 25 and it is estimated that it will support 25 buildings nationally, they are being awarded on a first come first serve basis, rather than an equity basis across dioceses, with grants of up to £45k per building available. The grant was soft launched to dioceses only in November 24. So far 9 applications have been received – of which 4 awards have been made, 5 are under assessment. 3 of the awards made and 1 of the applications awaiting assessment are for Oxford diocese. The awards received by our parishes so far are:

£23,139.00 - Hurst St Nicolas (Wall mounted infra red panels, faculty issued), £19,284.00 - Sibford Holy Trinity (under pew heaters, now installed) . £45,000.00 - Upton St Laurence (overhead chandeliers, faculty yet to be considered)

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| 4 | Applications submitted to DAC since the last agenda |

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|  | List B (DAC) | List B (Arch) | Faculty DA | Faculty Minor | Faculty Major | Interim/PP/Variation | Early stageEnquiry | Resolving Provisos | Total |
| Jan 25 | 22 | 11 | 11 | 25 | 12 | 8 | 56 | 0 | 145 |

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|  | Quinquennial Inspection Reports reviewed by Church Buildings Officers |
| Jan 25 | 11 |

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| 5 | Casework – For Discussion |

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| **Stoke Talmage: St Mary Magdalen** |
| [[2025-110001](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=110001#ApplicationDetailsFiles)](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=110001#ApplicationDetailsFiles) | Dorchester | Listing: [Grade II](https://historicengland.org.uk/listing/the-list/list-entry/1059697) | SH |
| **Proposals:** | Small extension to North-west of church for WC and kitchen; clearance of north aisle pews; relocation of harmonium to chancel  |
| **Project architect:** | Matthew Maier  |
| **Statutory consultees:**  | LPA, the CBC, The Vic Soc, The Georgian Group  |
| **Site visit attendees:** | The Revd Prebendary Jane Haslam, Mr Julian Munby, Mr John Radice |
| **Date of visit:** | 20.11.2024 |
| **March 2025 Minute:** |
| The committee, whilst generally supportive of the scheme, made the following observations on the proposals:The extent to which the tower was rebuilt in the mid-18th century is uncertain, as it is possible that the tower could contain original or reused medieval stonework, potentially more so at the ground-floor level since entire tower rebuilds are uncommon. While there is potential for the fabric here to be more significant than previously thought, even with in-depth archaeological investigation, it might not be possible to know the precise date of the tower fabric at the lower stages. However, because of the uncertainty, the committee considered it would be sensible to:* acknowledge the possibility that the tower may contain original or reused medieval fabric in the Statement of Significance, even though it wouldn’t change the proposals
* acknowledge that care would be needed during the opening up works, and that if any potentially medieval artefacts (carved stone) are discovered, the advice of Julian Munby, the DAC archaeological adviser is sought.

It was considered that the design for the extension was generally good, but a query arose over where the ashlar recesses could prevent insulation in this area. It was also considered that this detail could look strange on the north elevation, particularly in relation to the junction with the roof. The ashlar recess was felt acceptable on the west elevation, but the committee would like to see the corresponding one omitted on the north elevation, and for thought to be given to the practicalities of insulating the recess on the west elevation. It was recommended that a plinth detail would possibly be in keeping with the north aisle and enhance the appearance of the extension. The DAC had some concerns about the practical accessibility of the WC cubicle for wheelchair users, given the proximity of the font. It was queried whether there is sufficient landing in front of the door, and also whether, if the width of the doorway allows, a folding door might be better, from the point of both ease of access and preventing the tower from having the feel of a corridor or lobby to the lavatory. The Diocesan Disability Adviser, Rev Katie Tupling, who is herself a wheelchair user, was asked to visit and assess to offer guidance on this issue. It was also commented that the font plinth could be altered if it would ease access here. The committee was content with the proposals for the other internal changes, but stipulated that one of the children’s pews should be retained for posterity, since survivals of these are now quite scarce. It was suggested (though not stipulated) that the west wall of the tower might be a fitting location for this, particularly as it is close to the font.The committee agreed to delegate the issuing of a Recommend Notification of Advice for the proposed extension and the associated internal changes to the subcommittee, subject to:* detailed drawings, specification, schedule of works, drainage routes being agreed with the subcommittee
* consultation with Historic England, the CBC, the Georgian Group, the Vic Soc and the LPA
* conditions relating to bats, CDM legislation and archaeology
* any proposed chairs to be purchased to be agreed with the CBO
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| **TAPLOW: St Nicolas** |
| [2023-083286](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=83286) | Archdeaconry: Buckingham | Listing: [Grade II](https://historicengland.org.uk/listing/the-list/list-entry/1309135) | EJ |
| **Proposals:** | Reordering of South Aisle |
| **Project architect:** | Charles McClimont |
| **Statutory consultees:**  | CBC, Vic Soc, Georgian Soc. SPAB, HBAP, LPA (not yet consulted) |
| **Site visit attendees:** | Mr John Radice, The Revd. Deiniol Heywood, Dr Dan Miles (visited separately on 13th July) |
| **Date of visit:** | 28th May 2024 |
| **March 2025 Minute:** |
| The DAC resolved to delegate the detailed design of the servery and technical support area to a sub-committee of the DAC prior to the issue of a recommend NOA when sufficient detail is available. It was agreed that the following items should be specifically requested in the feedback to the parish. * Details of the proposed worktop
* Details of any alterations to the partition or worktop to hide fittings.
* A statement explaining further why the dishwasher is essential and cannot be located elsewhere away from the plaque (or a new dishwasher location identified).
* A revised Statement of Significance including additional information on the plaque and stained-glass window.
* Any proposals to enhance the appearance of the WC enclosure.
* A statement explaining why the technical support area needs to be as large as it is and how it will be used, what will the layout and furniture inside the technical support area be?
* We encourage the parish to reconsider the design of the south transept storage and display furniture.

It was agreed that the parish should be advised to separate out the works to remove four pews and for reuse of the Jacobean Desborough pew panels so that these proposals do not slow down the progress of the south aisle works which are the parishes priority.  |

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| **STANFORD IN THE VALE: St Denys** |
| [2023-083008](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=83008#ApplicationDetailsProgress) | Dorchester | Listing: [Grade I](https://historicengland.org.uk/listing/the-list/list-entry/1048607?section=official-list-entry)  | SH |
| **Proposals:** | Proposed internal reordering (largely as per 2014 proposals) including: provision of WCs and servery, accessibility works in north porch, provision of creche area, relocation of font, provision of new stairs to tower ringing chamber. |
| **Project architect:** | JBKS Architects |
| **Statutory consultees:**  | Historic England, CBC, SPAB, The Victorian Society, LPA  |
| **Site visit attendees:** | Mr Bryan Martin, Mr Julian Munby, The Ven David Tyler |
| **Date of visit:** | 07.02.2024 |
| **March 2025 Minute:** |
| Given the time which has elapsed since the DAC previously discussed the scheme, turnover of membership and the fact that certain changes have been made to the proposals, it seemed only right that the DAC should consider them afresh. The North Aisle and Font: The west end of the north aisle currently lends itself well to use as the children’s area, but the planned rationalisation of this space with augmented storage has instigated the proposed relocation of the wonderful Jacobean wooden font to the east end of the north aisle. In light of the recent judgement at St Mary’s Almeley (attached), which centred around Canon F1: “The font shall stand as near to the principal entrance as conveniently may be”, the committee considered that this highlighted the wider issue of the principle of relocating the font. I therefore sought the Chancellor’s guidance on this matter, and he advised that applications of this nature would, of course, be decided on a case-by-case basis, according to their circumstances and merits. He recommended reading the relevant judgment of St Mary, Almeley, in full, since it is pertinent to this question. It clarifies that there is no absolute legal or theological ban on having the font elsewhere if an exceptional case is made. To prove this, petitioners would need to demonstrate unusual or exceptional circumstances going beyond the routine consequences of placing the font near the main entrance that would justify an exception to the rule. It’s unlikely that simple preference or convenience will suffice in such a justification; petitioners would be expected to demonstrate that they have considered, and rejected for good and valid reasons, alternatives to the relocation of the font. The DAC therefore agreed to defer consideration of this aspect pending:* an assessment of the options for relocating the font which considers possible alternative locations, including those which would be in keeping with Canon F1
* a robust justification for the parish’s preferred location for the font, if further from the main entrance.

When the delegation visited, the east end of the north aisle had an altar in it, but the area also had an ad-hoc feel with items stored here. Provision of a nave altar is proposed as part of this scheme, but it has not yet been confirmed that the permanent nave altar will be the displaced altar of the north aisle. If not, the DAC ought to be told what the proposals for the altar in the north aisle are. The Tower and Servery:The tower WCs and improved staircase seem sensible and unproblematic, and the committee had no issue with this aspect of the proposal. The installation of the long run of servery units on the south wall of the nave is straightforward in principle, though the gloss-finished, handleless kitchen design was considered to be inappropriate. Instead, the units ought to be in a suitable, high quality solid timber design. The joinery design (choice of timber and finish) and details of where the radiator (currently against the south wall) will be relocated to will need to be agreed in due course, prior to work on this starting. While St Denys is a Grade I listed church, it was significantly restored in the 19th century, and more recent interventions have resulted in a nave and north aisle which lack a degree of coherence, so it will be particularly important to ensure the new work is of high calibre, and sensitively and thoughtfully undertaken. It is hoped that improvements would be made to the hotch-potch tower screen arrangement in a subsequent phase of work, since its inferiority will be more noticeable in a reordered church.The North Porch: The replacement of the modern, low-significance outer north porch doors with timber framed glazed doors was considered by the DAC to be acceptable, though will likely require Planning Permission from the LPA. However, the committee expressed concerns that the loss of the fine, Georgian inner porch door and its replacement with frameless, glazed double doors lacked both proper justification and evidence of consideration of options for retention or relocation of the existing door. The inner door is significant enough to have been mentioned in the church’s listing description. The DAC considered that it would need to be demonstrated that its retention would significantly impede access and that all other avenues for potential solutions involving retention have been explored. (The committee has also advised that if retention of the door were proposed in an opening in which the floor was lowered, the structural implications of this in terms of building up the base could affect weight distribution and hinge positioning, and may need the advice of a structural engineer.)Now that raising the nave floor through under-floor heating is not proposed, the grading down of the north porch is a departure from the 2015 proposals. While entirely supportive of the principle of providing level access in the church, the committee considered that the significance of the fabric, in particular the reset doorway mouldings from c.1200, warranted extremely careful thought. Concerns were expressed that the proposed treatment of the fabric, particularly the Romanesque columns of the inner porch, hasn’t been indicated in any detail in the current drawing pack, and could be problematic unless very sensitively handled. As such, the committee felt it couldn’t agree the principle without more detail. Consideration ought to be given to different ways of achieving level access to minimise impact on significant fabric. One idea could be cutting a central channel at the graded level wide enough for disabled access, leaving the margins preserved at the existing levels by the column bases of the doorway and the stone benches. This would obviate the need to interfere with the arched doorway mouldings but would need to be achieved in such a way that a trip hazard isn’t created, and in a way which is sensitive to the existing floor and medieval stone benches and coffins. This would be best demonstrated through an options appraisal which gives more detailed consideration to the treatment of the historic fabric. It was suggested by the DAC that the Diocesan Disability Adviser, Revd Katie Tupling, who is herself a wheelchair user, should visit to assess the access situation and advise. This application will need to return to the DAC for consideration once the following has been undertaken:* Diocesan Disability Adviser to visit and advise on access
* a more in-depth options appraisal for the access arrangements in the porch
* demonstration of consideration of options for potentially reusing or relocating the inner door
* a more robust justification for its removal if, after further consideration, this is still proposed.

Externally: Drainage is proposed via mains connection at the Green. Julian Munby, the Diocesan Archaeological Adviser, considered the falls acceptable and the route relatively straightforward, though it ought to be borne in mind that paths often still contain burials. Generally:Questions arose concerning project costs and fundraising, since no information on this aspect of the project has been forthcoming. The DAC is very mindful of the Chancellor's comments on affordability in his recent judgement Re St Mary's, Adderbury, that "parishes should not embark upon proposals where there are doubts about their ability to fund them" and so the committee asks for clarification of:* projected costs and proposed phasing
* the amount currently set aside for this project
* how it is proposed to raise further funds.

Further information is awaited.  |

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| 6 | Casework – For Ratification |

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| **TURVILLE: St Mary the Virgin** |
| [2024-100213](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=100213#ApplicationDetailsFiles) | Buckingham | [Grade II\* Listed](https://historicengland.org.uk/listing/the-list/list-entry/1125644)  | SH |
| **Proposals:** | Disposal of two pews and one frontal dating from 1900; disposal of one largely rebuilt pew containing historic material; Reduction of two partially rebuilt historic pews in order to facilitate their retention within the church. Removal of pegs from the bottom of remaining Victorian pews. Potential associates purchase of chairs for overflow seating. |
| **Project architect:** | N/A |
| **Statutory consultees:**  | Church Buildings Council, Historic England, Victorian Society, SPAB |
| **Site visit attendees:** | Dr Dan Miles, Mr Nick Wright |
| **Date of visit:** | 10.02.2025 |
| **March 2025 Minute:** |
| The committee agreed with the following recommendations as a workable solution for freeing up space in the church whilst still retaining as many of the pews with medieval fabric as possible:* Noting that one of the older pews in the porch (on the west side) has been heavily restored and contains only about 20% historic material, it was agreed this could be swapped with one of the three in storage, which contain proportionately much more historic fabric, so that a pew with more historic material is retained in its place. The pew with less historic material could be disposed of.
* There are only two spaces where a full-length (or near full-length) pew could go in the church: one option is on the north wall of the tower, adjacent to a radiator. The pew would need to be shortened from the left (Victorian) end to be accommodated in this position. Another possibility is under the window in the north aisle, at right angles to the monument. It is unclear if the latter option would require shortening the pew to fit, but the parish could measure this to know for certain. This position is in front of a radiator, but the church has no damp issues and Dr Dan Miles did not feel this would be detrimental to the pew. One of the pews in storage has a slightly shallower seat than the others (the first one in the storage unit) so to reduce the impact of the pew on the bellringing or the use of the north aisle, it would make sense for this one to be chosen for the purpose.
* The third pew is to be shortened to about half its length in order to retain it against the deep south side of the tower arch. Dr Dan Miles has suggested the remnants could be retained for possible dendrochronological purposes.
* While the 1900 pews are oak and of decent quality, the committee had no concerns about two of these and a matching frontal being disposed of, since there will be plenty of pews left and the PCC has no plans for any further pew removal.

This would ensure four of the five “older” pews are retained, with one being significantly shortened and another probably slightly shortened. In total, three pews would be disposed of (this ought to be the one with the remnants of historic material in it). The others could be offered for sale locally. The committee agreed to issue a Notification of Advice recommending the removal of three pews and a frontal, and the shortening of two pews, subject to consultation, and subject to the choice of any additional chairs being agreed with the CBO prior to purchase. These should be in a suitable timber finish in keeping with the tonality of the existing woodwork in the church, and a lightweight, stacking chair may be best suited for this purpose. |

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| **HEADINGTON: St Mary** |
| [2024-101149](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=101149) | Oxford | Unlisted  | HR |
| **Proposals:** | Creation of a small extension to the north of the church, internal repairs and installation of replacement heaters.  |
| **Project architect:** | Banks and Walmsley Architects  |
| **Statutory consultees:**  | 20th Century Society  |
| **Site visit attendees:** | Bryan Martin, Peter Groves |
| **Date of visit:** | 29th January 2025 |
| **DAC officer summary and recommendation:** |
| **CBO’s Recommendation:**The committee resolved to issue a supportive NOA subject to the details of the replacement heating system being approved by the DAC’s M&E advisor and the sub-committee. It was agreed that if the sub-committee is unable to support the changes proposed, the replacement heating proposals will be brought back to the full committee for further discussions.  |

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| **WANTAGE: St Peter & St Paul** |
| [2024-105387](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=105387) | Dorchester | [Grade I](https://historicengland.org.uk/listing/the-list/list-entry/1048567) | OM |
| **Proposals:** | Removal and disposal of 12no pews and 1no ‘bookstand’  |
| **Project architect:** | None  |
| **Statutory consultees:**  | HBAP, SPAB, HE, VS, LPA, CBC |
| **Site visit attendees:** | Oliver Mitchell, John Pritchard |
| **Date of visit:** | 6 February 2025 |
| **Previous Minute:** None |
| **March 2025 Minute:** |
| The proposal is to remove and dispose of 12no pews and a ‘bookstand’ from the rear of the nave. Each item to be removed has been selected due to its state of disrepair or non-standard design. The subcommittee felt that this selection was the most appropriate, and the removal of these items would preserve the character of the Street restoration of this medieval church. The need for change identified by the PCC has arisen from the church’s growing congregation. The usual arrangement of furniture to accommodate this, with a children’s area in the north aisle, has resulted in a cluttered and busy arrangement of font, pews, piano, and choir stalls at the west end, which the present proposals would remedy. The PCC advises that, on the occasion of concerts or other events not requiring a children’s area, the remaining pews will be able to be organised into equal ranks across two bays of the nave and aisles. The DAC ratified the CBO’s request to issue a Notification of Advice recommending the works to the Chancellor for approval, subject to receipt of content responses from the statutory consultees.  |

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| **BLOXHAM: Our Lady of Bloxham** |
| [2024-107533](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=107533) | Dorchester | [Grade I](https://historicengland.org.uk/listing/the-list/list-entry/1284130)  | JS |
| **Proposals:** | Pew rationalisation through shortening of pews using method from proof of concept |
| **Project architect:** | None |
| **Statutory consultees:**  | HE, CBC, SPAB, Vic Soc, HBAP, LPA |
| **Site visit attendees:** | The Revd Prebendary Jane Haslam, Mr Peter Preston, Mr John Pritchard |
| **Date of visit:** | 17 February 2025 |
| **March 2025 Minute:** |
| The DAC considered proposals for shortening 17 pews and one pew frontal as part of a longer-term reordering project which will result in 26 shortened being retained in the nave. The nave pews were introduced during the 1864-66 reordering of the interior of the church by G E Street. The ICBS plan shows that the reordering provided 564 seatings in the nave, aisles, tower and Millicombe chapel in 89 pews with 11 pew frontals. Of these 42 pews and 7 frontals remain in the church. The following elements of the proposals are intended to make up later phases of the project:* Seating – partial pew removal and retention of 26 shortened pews - the subject of the current application.
* Lighting/audio-visual proposals
* West Door improved access/ glazed entrance lobby
* Raised ringing platform
* Vestry extension – a positive pre-app response was received Cherwell District Council for revised proposals for the extension which would not extend across the elevation of the Milcombe Chapel.

The extent of pew retention which might be acceptable was discussed as part of the consultation process for the reordering project. A minimum retention of 26 shortened pews was agreed by the DAC, Historic England, the CBC and SPAB in November 2019. The Victorian Society have not agreed to this part of the proposal. The current proposals would result in shortened pews of varying lengths which could detract from the appearance of the nave. The DAC agreed with the subcommittee’s view that it is important to achieve a cohesive appearance to the central block of 18 pews and two frontals  As this item was discussed and given in principle support in November 2019, subject to agreement from the consultees, the DAC resolved to delegate agreement of which pews will be shortened to the subcommittee prior to a Recommend Notification of Advice. A further application will be required for the disposal of a further 16 pews and 5 frontals to achieve the final result of 26 shortened pews and two frontal being retained in the church. This application should include the provision of Trinity Abbey chairs under faculty. These should be stained to match the pews being retained in the nave. |

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| **EASTHAMPSTEAD: St Michael & St Mary Magdalene** |
| [2024-103077](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=103077)  | Berkshire | [Grade II](https://historicengland.org.uk/listing/the-list/list-entry/1390327) | OM |
| **Proposals:** | Installation of 2no wall-mounted TV screens to chancel arch |
| **Project architect:** | None |
| **Statutory consultees:**  | None |
| **DAC Subcommittee:** | Mr John Pritchard  |
| **Date of visit:** | No site visit |
| **Previous Minute:** None |
| **March 2025 Minute:** |
| The proposals to install 2no television screens on wall-mounted brackets either side of the chancel arch are considered harmful to the appearance of the listed building, and that harm was not felt to be outweighed by the purported benefits of the scheme. The applicant wishes to petition the Chancellor for a faculty notwithstanding the advice of the DAC. The DAC ratified the CBO’s recommendation that the DAC issue of a ‘not recommend’ Notification of Advice to the Chancellor.  |

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| 7 | Site visits undertaken (1st January 2025 – 28th February 2025) |
| Thame St Mary the Virgin | [Application 2024-103377 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=103377#ApplicationDetailsProgress) | View paving samples for bike rack application | Mr Oliver Mitchell | 07.01.25 |
| Banbury St Mary | Offline | Triptych | Mrs Sophie Hammond | 09.01.25 |
| Radley St James the Great | Offline | Stained glass repairs and masonry repairs | Mr Oliver Mitchell | 10.01.25 |
| Oxford St Mary the Virgin | Offline | Conservation management plan and discussion on revised café WC provision | Mrs Sophie Hammond | 15.01.25 |
| Hurst St Nicholas | [Application 2025-108984 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=108984) | Heating | Mr Oliver Mitchell | 21.01.25 |
| North Marston Assumption of the Blessed Virgin Mary | Offline | Structural issues | Ms Jennie SchilligMrs Sarah TattersallMr Julian Munby | 28.01.25 |
| Headington St Mary | [Application 2024-101149 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=101149) | Reordering | Mrs Hannah RobertsonThe Revd Canon Dr Peter GrovesMr Bryan Martin | 29.01.25 |
| Barford St Michael | Offline | Clock | Mrs Sophie HammondMr Rupert Griffin | 29.01.25 |
| Wooburn St Paul | Offline | Nave and chairs project | Mrs Hannah Robertson | 04.02.25 |
| Wantage St Peter & St Paul | [Application 2024-105387 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=105387) | Pew removal | Mr Oliver MitchellMr John Pritchard | 06.02.25 |
| Turville St Mary | [Application 2024-100213 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=100213#ApplicationDetailsProgress) | Pew removal | Mrs Sophie HammondMr Nick WrightDr Dan MilesMrs Debbie Perry | 10.02.25 |
| Holy Trinity Lane End | Offline | Churchyard wall | Mr Oliver Mitchell | 11.02.25 |
| Arborfield St Bartholomew | Offline | Car park | Mr Oliver Mitchell | 11.02.25 |
| Fritwell St Olave | Offline | Roof repairs | Mr Oliver MitchellThe Venerable David Tyler | 13.02.25 |
| Wing All Saints | Offline | Tower access improvements | Mr Oliver Mitchell | 13.02.25 |
| Warborough St Laurence | Offline | Masonry repairs to tower and roof repairs | Mrs Hannah Robertson | 17.02.25 |
| Bloxham Our Lady of Bloxham | [Application 2024-107533 - Online Faculty System](https://facultyonline.churchofengland.org/FAS/ApplicationDetails.aspx?id=107533) | Adaptation and removal of pews | Ms Jennie SchilligThe Revd Prebendary Jane HaslamMr John PritchardMr Peter Preston | 17.02.25 |

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| 8 | List Bs and NOAs issued under subcommittee and delegated authority since last meeting |

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| Parish | Archdeaconry | Listing | Ref | App type | Case type | Works | Status |
| Twyford: St Mary the Virgin | BERKSHIRE | Grade II | 2023-082446 | Faculty - DA | AV | Installation of projection screens | NOA issued with provisos |
| Yattendon: St Peter & St Paul | BERKSHIRE | Grade I | 2023-089487 | Faculty - DA | R&C | Roofing and drainage works and possible removal of chimney | NOA issued with provisos |
| Denham: St Mary the Virgin | BUCKINGHAM | Grade I | 2024-106938 | Faculty - DA | R&C | Window protectors | Petition submitted to Dio Reg |
| Kidmore End: St John the Baptist | DORCHESTER | Grade II | 2025-109440 | Faculty - DA | Churchyard | Storage box in churchyard  | NOA issued |
| Bourne End: St Mark | BUCKINGHAM | Ungraded | 2025-108257 | Faculty - DA | Churchyard | Erect two new signs | NOA issued |
| Hurst: St Nicholas | BERKSHIRE | Grade I | 2025-108984 | Faculty - DA | Heating | Installation of far infrared heating system to replace current gas boiler | Faculty issued |
| Reading: St Bartholomew LEASED TO READ THEATRE COLLEGE | BERKSHIRE | Grade II | 2023-092446 | Faculty - Major | Reordering | Retention of temporary sound proofing between nave and chancel | Petition submitted to Dio Reg |
| Reading: St Bartholomew LEASED TO READ THEATRE COLLEGE | BERKSHIRE | Grade II | 2024-098008 | Faculty - Major | Development | Use of building under licence to Auroro CIC | Petition submitted to Dio Reg |
| Sutton Courtenay: All Saints | DORCHESTER | Grade I | 2025-108498 | Faculty - Major | OBC | Replacement of gudgeons and headstock on 5th bell | Petition submitted to Dio Reg |
| Charlbury: St Mary the Virgin | DORCHESTER | Grade I | 2024-103473 | Faculty - Minor | Heating | Replacement boiler | List B issued |
| High Wycombe (Sands): St Mary & St George | BUCKINGHAM | Grade II | 2024-096716 | Faculty - Minor | Heating | Replace existing gas boiler | Faculty issued |
| Buscot: St Mary | DORCHESTER | Grade I | 2024-100598 | Faculty - Minor | R&C | Restoration and environmental protection of East window. | NOA issued with provisos |
| Aston Clinton: St Michael & All Angels | BUCKINGHAM | Grade II\* | 2024-101625 | Faculty - Minor | R&C | Structural repairs to south aisle and replacement of south aisle lead roof | Registrar to issue faculty |
| Shutford: St Martin | DORCHESTER | Grade II\* | 2024-105215 | Faculty - Minor | R&C | Extra redecoration works as part of previous List B- retrospective (porch door, belfry door and porch rafters) | Faculty issued. Works completed. |
| Beaconsfield: St Michael & All Angels | BUCKINGHAM | Grade II | 2024-106845 | Faculty - Minor | Lighting | Replacement of existing lamps to LED, transformers and new electrical wiring | Petition submitted to Dio Reg |
| Arborfield: St Bartholomew | BERKSHIRE | Grade II | 2025-108939 | Faculty - Minor | Churchyard | Wayleave over churchyard for electric cable | Petition submitted to Dio Reg |
| Horsenden: St Michael & All Angels | BUCKINGHAM | Grade II\* | 2025-109596 | Faculty - Minor | R&C | Pew platform repairs and external drainage improvements | NOA issued with provisos |
| Alvescot: St Peter | DORCHESTER | Grade II\* | offline | Interim | R&C | Investigations and holding repairs to leaking transept roof | Faculty issued |
| Wood Green: Holy Trinity | DORCHESTER | Grade II | offline | Interim | R&C | Removal of vestry chimney | Interim faculty issued |
| Pangbourne: St James the Less | BERKSHIRE | Grade II\* | 2024-107895 | List B | Heating | Under pew heaters | List B issued |
| Cowley: St Mary & St John | OXFORD | Grade II | 2025-108202 | List B | Churchyard | Repair of stone bench | List B issued |
| Steeple Aston: St Peter & St Paul | DORCHESTER | Grade II\* | 2024-101898 | List B | R&C | Reroofing of Lady Chapel ( Welsh slate) and Vestry (lead) | List B issued |
| Reading: St Bartholomew LEASED TO READ THEATRE COLLEGE | BERKSHIRE | Grade II | 2024-106753 | List B | R&C | Repainting office & vestry | List B issued |
| Nettlebed: St Bartholomew | DORCHESTER | Grade II | 2024-106982 | List B | R&C | West Window gable and mullion stone repair | List B issued |
| Fingest: St Bartholomew | BUCKINGHAM | Grade I | 2024-107133 | List B | M&E | Installation of internet connection | List B issued |
| Boyne Hill: All Saints | BERKSHIRE | Grade I | 2024-104209 | List B | R&C | Repair and replace roof tiles | List B issued |
| Broughton w North Newington: St Mary the Virgin | DORCHESTER | Grade I | 2024-100486 | List B | R&C | Cleaning and repairing the cockerel and support on top of spire; repointing to spire | List B issued |
| Hampstead Norreys: St Mary | BERKSHIRE | Grade I | 2025-108519 | List B | M&E | Installation of Wi-fi | List B issued |
| Marston: St Nicholas | OXFORD | Grade I | 2024-107582 | List B | M&E | Installation of five CCTV cameras  | List B issued |
| Henley-on-Thames: St Mary the Virgin MAJOR PARISH CHURCH | DORCHESTER | Grade II\* | 2024-107849 | List B | OBC | Refurbish the clappers of the 6th and Tenor bell, in accordance with the quotation by Whites of Appleton dated 3rd December 2024. | List B issued |
| Eastbury: St James The Greater | BERKSHIRE | Grade II | 2024-107992 | List B | R&C | Repainting of internal walls | List B issued |
| Princes Risborough: St Mary | BUCKINGHAM | Grade II\* | 2024-107591 | List B | Churchyard | External postbox and associated signage | List B issued |
| Stoke Mandeville: St Mary the Virgin | BUCKINGHAM | Grade II | 2025-108530 | List B | OBC | Work to 7th headstock bell and maintenance work | List B issued |
| Cogges: St Mary | DORCHESTER | Grade I + SAM | 2024-108096 | List B | Heating | Installation of temporary heaters | List B issued |
| Oxford: St Michael at the North Gate | OXFORD | Grade I | 2025-108260 | List B | R&C | Rooflight replacements for kitchen and reception area. | List B issued |
| Headington: St Andrew | OXFORD | Grade II\* | 2025-108531 | List B | OBC | Amendments to organ case | List B issued |
| Newport Pagnell: St Luke | BUCKINGHAM | Ungraded | 2025-108946 | List B | M&E | Replacement of failed lighting unit in vestry | List B issued |
| Waltham: St Lawrence | BERKSHIRE | Grade II\* | 2025-109385 | List B - Archdeacon | CCTV | New CCTV system | List B issued |
| Great Linford: St Andrew | BUCKINGHAM | Grade II\* | 2025-108227 | List B - Archdeacon | Churchyard | Installation of two memorial benches | List B issued |
| Nettlebed: St Bartholomew | DORCHESTER | Grade II | 2025-108421 | List B - Archdeacon | OBC | Replacement electronic organ | List B issued |
| Marsworth: All Saints | BUCKINGHAM | Grade II\* | 2025-108483 | List B - Archdeacon | Churchyard | Fell tree | List B issued |
| Shipton-under-Wychwood: St Mary | DORCHESTER | Grade I | 2025-108496 | List B - Archdeacon | R&C | Introduction of swift boxes in bell tower | List B issued |
| Hambleden: St Mary the Virgin | BUCKINGHAM | Grade II\* | 2024-107975 | List B - Archdeacon | Churchyard | Memorial bench | List B issued |
| Benson: St Helen | DORCHESTER | Grade II\* | 2024-108088 | List B - Archdeacon | Churchyard | Work to lime trees | List B issued |
| Bledlow: Holy Trinity | BUCKINGHAM | Grade I | 2025-108777 | List B - Archdeacon | Churchyard | Advice re tree works | List B issued |
| Reading: St Laurence | BERKSHIRE | Grade I | 2025-108721 | List B - Archdeacon | H&S improvements | Emergency lighting and fire safety recommendations | List B issued |
| Chalfont: St Giles | BUCKINGHAM | Grade I | 2025-108960 | List B - Archdeacon | Churchyard | Removal of two trees | List B issued |
| Iver: St Peter | BUCKINGHAM | Grade I | 2024-106985 | List B - Archdeacon | R&C | Repairs to damaged kitchen floor and pipework | List B issued |
| Highfield: All Saints | OXFORD | Ungraded | 2025-109247 | List B - Archdeacon | AV | Installation of single screen and data projector | List B issued |
| Cowley: St Mary & St John | OXFORD | Grade II | 2025-109364 | List B - Archdeacon | M&E | CCTV | Awaiting Archdeacon |
| Taplow: St Nicolas | BUCKINGHAM | Grade II | 2025-109413 | List B - Archdeacon | Churchyard | Tree works | List B issued |
| Barford: St Michael  | DORCHESTER | Grade I | 2025-109280 | List B - Archdeacon | Churchyard | Reduction of copper beech | List B issued |
| Tilehurst: St Mary Magdalen | BERKSHIRE | Ungraded | 2025-109517 | List B - Archdeacon | M&E | Update and upgrade alarm system and provision of CCTV  | Awaiting Archdeacon |
| Oxford: St Aldate | OXFORD | Grade II\* | 2024-099810 | List B - Archdeacon | Churchyard | Installation of noticeboard | Awaiting Archdeacon |
| Aylesbury: St Mary the Virgin MAJOR PARISH CHURCH | BUCKINGHAM | Grade I | 2023-091521 | Variation | Churchyard | Repairs to south boundary walls | Awaiting Diocesan Registry |
| Watlington: St Leonard | DORCHESTER | Grade II\* | 2023-088589 | Variation | OBC | Variation to omit reinstating of Ellacombe chimes | Awaiting Diocesan Registry |
| Adderbury: St Mary | DORCHESTER | Grade I | 2023-088301 | Variation | Heating | Variation to allow installation of 9.6kW halo chandeliers | Amended faculty issued |

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| 9 | Completed Projects feedback |

Great Hampden, St Mary Magdalene – reordering

Adderbury St Mary- installation of Hershel Halo heaters