

Diocesan Advisory Committee for the Care of Churches

10.00am, Monday 19th January 2026, Christ Church, The Research Centre

MINUTES

Welcome and Apologies

Attendance: The Revd Canon Prof William Whyte, Mr Alex Wenham, Mr Julian Munby, Dr Dan Miles, Dr Martin Bridge, Ms Charlotte Robinson, Mr Mike Holmes, Prof John Missenden, Mr John Pritchard, Mr Peter Preston, The Revd Deiniol Heywood, The Revd Canon Dr Peter Groves, The Revd Prof Diarmaid Macculloch, Dr Louise Durning, The Venerable Jonathan Chaffey

Staff: Ms Liz Kitch, Ms Jennie Schillig, Mrs Sophie Hammond, Mrs Hannah Robertson, Mrs Emily Jackson, Ms Evie Foley

Apologies received: Dr Nicola Coldstream, The Ven David Tyler, Revd Preb Jane Haslam, Mr Bryan Martin, Mrs Geraldine O'Farrell, The Revd Katie Tupling, Mr Philip Wharton, Mr Andy Thearle, Mrs Freya Morris, Revd Canon Valerie Plumb, Mrs Sarah Tattersall, Mr Lynn Mathias, Ms Joyce Christie, Mr James Mackintosh

1	Minutes of meeting held on 10th November 2025	Chair	Attached
2	Declarations of interest Mr Peter Preston - Witney St Mary the Virgin, Wootton (by Woodstock) St Mary the Virgin	Chair	
3	Correspondence, policy and other matters for consideration		2
	Summary of the team's activity since last meeting	LK	2
	DAC Advisory vacancy	LK	2
	DAC Rep on Closed Churches Committee	LK	2
4	Applications submitted to DAC since the last agenda	Chair	3
5	Casework - For discussion		3
	<i>Theale Holy Trinity - pew removal (reordering)</i>	SH	3
	<i>Ewelme St Mary the Virgin - pew removal</i>	HR	6
	<i>Wootton (by Woodstock) St Mary the Virgin - extension for WC</i>	SH	8
	<i>Stanford in the Vale St Denys - new servery</i>	SH	9
6	Casework - For ratification of officer recommendation		11
	<i>Woolhampton St Peter - private memorial</i>	HR	11
	<i>Buckland St Mary the Virgin - paths</i>	OM	12
	<i>Witney St Mary the Virgin - doors</i>	OM	13
	<i>Water Eaton St Frideswide - repairs and alterations</i>	JS	14
7	Pre - application and technical site visits to note	Chair	15

8	List Bs and NOAs issued under subcommittee and delegated authority since last meeting	Chair	15
9	Completed project feedback Cookham, Holy Trinity - reordering		23

Dates of future meetings:

- Monday 9th March 2026, TBC
- Monday 11th May 2026, TBC
- Monday 20th July 2026, St John's College, Oxford

3	Correspondence, policy and other matters for consideration
---	---

Summary of Church Buildings Team activity since last meeting:

- Sophie and Debbie organised a Development Project Planning training day on 19th November at Holy Trinity, Prestwood, for those parishes just beginning to plan a large church project. The day was intended to explain the processes involved and pass on expertise as to what makes a successful project. Speakers included Rhodri Bowen - Berkshire Parish Development Adviser, Revd Deiniol Heywood, Sophie Hammond, Camilla Finlay - Architect, Fiona McGrady- Diocesan Development Fund Officer, and MaryClare Hallsworth and Emma Davies - Engagement officers for the NLHF South East. Despite a cold snap and some snowfall, fifty parish representatives attended the day, and feedback was overwhelmingly positive. Although the event was unable to be filmed, guidance videos will be produced from the audio recordings and the presentations in the new year.
- Emily, supported by Evie, delivered Initial Ministerial Education for curates, explaining the faculty system and how to care for a church building.
- The Church Buildings Team met with the Chancellor, Archdeacons and Diocesan Registry team, in the second of this year's gatherings of this group. A good discussion included updates from all on recent trends and challenges, and covered topics including churchyard memorial safety and flags.
- Hannah Mann and Liz met the national church net zero team to learn about their Technical Advisory Service, and to consider what may be the most impactful way of utilising net zero funding the diocese will receive in 2026. A finalised bid is yet to be determined, and we will provide information on this when its available.
- In November, Jennie took part in a 5-minute discussion on YouTube with Dr Paul Hedley, RSCM Deputy Director, as part of the RSCM Director's Challenge "25 hours for 2025". The discussion focussed on the important role that the DAC, its organ advisers and the Church Buildings Team play in maintaining our churches and helping them flourish in the future.

DAC Stained glass advisor

Sarah Brown, the DAC stained glass advisor, retired from her role as Director of York Glazier Trust in October, and has decided that this is the appropriate moment to step down from her role advising the DAC. We have expressed our gratitude to Sarah for all the help and guidance she has offered parishes of the diocese in the years she has been in post. Anna Eavis, Chief Executive of the Oxford Preservation Trust and a specialist in medieval stained glass, has agreed to take up the post. Formal appointment process will proceed in the spring, when we hope to fill a number of other vacancies.

DAC Representative on Closed Churches Committee

When Dr Abigail Lloyd became the national amenity societies nominee on the DAC, she also took the post as DAC representative on the Closed Churches Committee, following from David Clark. The Committee acts as a subcommittee of the Diocesan Mission and Pastoral Committee to determine the appropriate future for closed churches.

A new DAC representative for the Committee is therefore sought. Diarmaid Macculloch has generously indicated that he would be willing to serve in this role.

The DAC supported his nomination to the Committee.

Hinton Waldrist, St Margaret - application [2021-066113](#)

LK provided an update on the progress of the proposals for the reordering. The parish have agreed a font location at the west end of the nave opposite the south door. Once the parish have submitted clarified a few further details, formal consultation from the amenity societies will be invited.

4	Applications submitted/resubmitted to DAC since the last agenda
----------	--

	List B (DAC)	List B (Arch)	Faculty DA	Faculty Minor	Faculty Major	Interim/ PP/ Variation	Early stage Enquiry	Resolving Provisos	Total
Oct 25	44	14	23	53	33	13	57	3	240
Nov 25	54	13	20	45	26	9	49	2	218
Dec 25	48	11	16	34	25	4	40	2	180

5	Casework - For Discussion
----------	----------------------------------

THEALE: Holy Trinity

Application Ref 2022-078169	Berkshire	Listing : Grade I	SH
Proposals:	Clearance of remaining 22 pews (plus the pew platforms and 2 pew frontals); removal of choirstalls (as part of wider reordering already agreed by DAC)		
Subcommittee:	Revd Can Paul Cowan, Mr Mike Holmes, Ms Liz Kitch, Dr Dan Miles, Mr John Missenden, Mr Julian Munby		
Project architect:	Christian Randall		
Statutory consultees:	Historic England, The Georgian Group, The Victorian Society, CBC, HBAP.		
Site visit attendees:	Revd Can Paul Cowan, Mr Mike Holmes, Ms Liz Kitch, Dr Dan Miles, Mr John Missenden, Mr Julian Munby, Ms Jennie Schillig, Revd Katie Tupling.		
Date of visit:	14.10.2025		

September 2025 Minute:

The committee recognised that this is a case where the arguments both for and against the changes proposed are robust and compelling. It was accepted that, although the pews are not a complete set, ten having been removed previously, and although they have had their original doors removed, they nonetheless make an integral contribution to the superlative significance of Holy Trinity as a forerunner of the Gothic revival, and their removal would undoubtedly do serious harm. At the same time, the DAC acknowledged that the mission and outreach taking place in the parish together with the resultant growth of the congregation is exceptional and being stymied by the unfulfilled and well-evidenced need for accessible, flexible space.

Because the pews are of such high significance, the question of their removal is highly affected by the realistic reversibility of the proposed removal, and therefore, an assurance of their safe and secure storage in the crypt. However, apart from one DAC member, nobody on the DAC had accessed the crypt or the pews currently stored there. The DAC member who had visited the crypt reported that pews have had to be dismantled to facilitate their removal to the crypt. As such, the DAC considered it would be essential to learn more about:

- the access to and capacity of the crypt, particularly in relation to whether pews will need to be dismantled to be stored there
- precisely how the pews would be stored in the crypt
- the conditions of the crypt, particularly given the proximity of the heat plant
- the current condition of the pews stored in the crypt since 2015
- the feasibility of relocating six pews to the gallery

If the above were found to be favourable, prior to considering the final decision on the pews, the DAC would want to have sight of a thorough method statement for the removal, relocation and protection of the pews, to ensure their preservation for years to come, should their reinstatement ever be desired.

The committee was mindful that there is likely to be a consistory court on this case, given the strength of the objections from the Victorian Society and the Georgian Group; it was acknowledged that:

- It is essential that the decision-making of the DAC is rigorous and fully informed
- The DAC has not visited since Spring 2023 and there has been some turnover of committee members in the interim

For these reasons it was agreed that a second visit should take place before the committee makes its final recommendations on the question of the pews.

The committee also discussed the situation relating to the removal of the poppy heads which had come to the attention of the Church Buildings Team and the DAC chairman shortly beforehand. It was very helpful to understand more from Revd Martin Davy about the circumstances surrounding this, namely:

- That a need originally arose some years ago to refix poppy heads which had become loose and hazardous
- That the temporary removal of the poppy heads and their reinstatement has been an ongoing practice for some time, to facilitate sightlines during very large services or children's services
- That the poppy heads are fixed with a dowel and are easily removed, and that a carpenter in the congregation fashioned a "cap" for the pew necks when the poppy heads are removed. It was confirmed that they have not been sawn at all, but that screws have been added for security
- That the poppy heads are stored with care in a box which is put away when not in use, and replaced for the rest of the time when large/children's services are not taking place, though they have not been numbered, so different poppyheads are replaced on different pews
- That Revd Davy was not aware that faculty permission for this would be required, that the parish had been acting in good faith and were anxious to learn that this arrangement should not have taken place without permission

While accepting of the above, the committee considered that it would be useful to ascertain both the condition of the poppy heads and the nature of the adaptations, and asked that the DAC's woodwork specialist, Dr Dan Miles, assess this, together with the condition of the pews in storage in the crypt, during a visit, and report back to the DAC.

During discussion, concerns were raised over the proposed retention of six pews in the gallery; the practical logistics of this were questioned and it was felt that a thorough method statement would need to be provided. There was some disquiet about the suitability of the gallery for the relocation of a number of pews: it was noted that the gallery is a rare survival of lower status seating of the period, and the retention of the pews here would be tokenistic rather than meaningful. Questions also arose firstly as to whether it might be possible to retain a small number of pews, i.e. six, somewhere in the body of the church, and secondly, separately, whether it might be desirable for the decorative pew ends to be retained along the wall panelling, should all the pews be removed. It was considered that the visit would help shed light on the likely logistics and desirability of these possibilities.

The committee's support for the other aspects of the reordering still stood, and the DAC was content to recommend the creche being installed in the base of the tower, and the south side of the narthex becoming a welcome area. Concerning the proposals for the chancel, the DAC considered that the need for the proposed removal of the fine choirstalls by John Oldrid Scott was not sufficiently strong to outweigh the harm arising from their removal. The statement of need cited a growing need for space in the chancel to accommodate a flourishing band of musicians and a twenty-strong choir. It was understood that baptisms here are also popular.

But the committee considered that the significance of the choir stalls, alongside the fact that they can be put to their intended use by seating the choir, amount to an obvious justification for retention rather than removal. It was considered that, as with the pew removal, the removal of the choirstalls would harm the significance of the church, but with less evidenced benefit. The importance of the character and liturgical significance of the east end chancel area was also mentioned. As such, the DAC agreed not to recommend this aspect of the proposals. The altar rail removal was again agreed which will create some extra space.

The DAC considered that evidence pertaining to the reversibility of the removal would likely be a factor in the consistory court and the chancellor's determination, and it therefore exploring it at this point with a visit from Dr Dan Miles (DAC timber specialist), Revd Can Paul Cowan (Associate Archdeacon), Revd Katie Tupling (Diocesan Disability adviser), Julian Munby (DAC archaeological adviser), Mrs Sophie Hamond (CBO), and Ms Liz Kitch (Head of Church Buildings), would be sensible. The visit would also be made open to other members of the DAC, since there was high interest in being able to explore these remaining questions on site, including from architect members of the DAC.

January 2026 Minute

The DAC discussed the proposals in two parts and resolved to issue a split NOA. The DAC resolved not to recommend the alteration of the choir stalls, noting that the removal of the altar rail and nave pews would enable significantly improved access to the area, the choir stalls could be used for the choir, and that alterations would result in damage and disruption to the floor scheme.

The DAC considered that retention of the earlier gallery seating was preferable to its alteration to enable the installation of a number of pews on the gallery, and that all the nave pews should instead be stored in the crypt, rather than relocated to the gallery.

The DAC, while noting the objections of one member, resolved to recommend the removal of the nave pews and associated pew platform (as part of the wider reordering), subject to their storage within the crypt and recommending provisos regarding monitoring of condition and installation of mechanical ventilation.

EWELME: St Mary the Virgin

2025-119494	Dorchester	Listing : Grade I	HR
Proposals:	Removal of two rows of pews from the nave		
Subcommittee:	Mr Julian Munby, Mr James Mackintosh		
Project architect:	Not applicable		
Statutory consultees:	The Georgian Group, Historic England		
Site visit attendees:	Mrs Hannah Robertson		
Date of visit:	25.11.2025		

January 2026 minute:

The committee agreed that the parish had demonstrated that the two rows of pews significantly restrict the ease to which events and services can be hosted in the church. The committee ratified the CBO's recommendation to support the removal of two rows of pews at the east of the nave. It was agreed that the treatment of the floor following the removal of the pews could be delegated and resolved by a subcommittee of the DAC, prior to the NOA being issued. The committee commented that they believed the parish should be pressed to find a location within the church to store the 4 pews, given their significance. They expressed that this should not be a requirement of a supportive NOA, but that all avenues should be explored and encouraged the parish to be creative with their thinking as to whether to store them.

WOOTTON (BY WOODSTOCK): St Mary

2025-123062	Dorchester	Listing : Grade II*	SH
Proposals:	Extension on footprint of redundant boiler house to house WC		
Subcommittee:	Mr James Mackintosh, Mr Julian Munby		

Project architect:	Peter Preston, Wollaston Rose Architects
Statutory consultees:	Historic England, SPAB, the Victorian Society, CBC.
Site visit attendees:	Mr James Mackintosh, Mr Julian Munby, Mrs S Hammond
Date of visit:	12.11.2025

July 2019 Minute:

15th July 2019: The committee heard that the visiting delegation considered that, of the options put forward, the subtler, more traditional materials would be preferable. It was felt unnecessary for an extension here to read as a separate, new addition, since the building is discreetly tucked behind the church, minimally visible and overlooked (not closely) by one property, and to be built in anything other than stone would draw undue attention to something ancillary which would be best blending in. It was also felt advantageous to be able to reuse the curious west window of the north aisle. Design details such as the suitable new location for the oil tank, and the setting back of the extension further to the south, away from the north aisle, should be considered.

The committee ratified the comments of the delegation and encouraged the parish in progressing this application. The Archdeacon of Dorchester notes that the parish should carefully consider the financial implications of the proposal and may wish to apply to the New Projects Group. The ACBO to provide the application form to the parish.

January 2026 minute:

Since this extension was last discussed, the project architect has changed to Peter Preston of Wollaston Rose. The first phase of the reordering proposals for this church were completed around 10 years ago and comprised the removal of the western half of pews and installation of a servery. The church remains without lavatory facilities, however, and this is a significant drawback.

The DAC has previously supported the principle and proposed footprint of an extension in the chosen location (the corner between the north aisle and tower, where there was a semi-subterranean boiler house, now demolished). The previous proposals wrapped around this buttress, resulting in a more sizeable extension incorporating three lavatories and a plant room. However, it is now proposed to stop just short of the end of the buttress so that the form of this remains legible. This smaller extension, which is pulled in slightly from the north aisle, will have two lavatories and a small area for flower arranging, with a basin. This will result in an extension roughly half the size of that previously proposed.

Internally, the extension will be accessed from a new opening through the north wall of the nave. While an original 13th century wall, there is evidence of at least partial disturbance here from a previous heating system, and there is little alternative for positioning the doorway elsewhere. An adjacent memorial plaque will also need to be relocated; this could be located on the opposite wall or in other nearby locations, and will need to be consulted on locally with any heirs at law and the new location agreed with the subcommittee in due course.

Externally, the extension will be in coursed rubble with ashlar dressings, with a mono-pitched terne coated stainless steel roof. West Oxfordshire District Council (Bryan Martin) have advised favourably in the pre-app consultation.

The DAC commended the proposals for a smaller extension which stops just short of both the north aisle wall and the tower buttress. The committee was content with both the footprint and the elevations, considering these to offer both a subtle and neat design solution. The diocesan disability adviser was also content with the accessibility of the proposed extension. The committee therefore agreed to delegate the issuing of a Notification of Advice recommending the works to a subcommittee, subject to:

- the detailed designs being agreed in due course, including agreeing such details as the repositioning of the radiator and the memorial plaque which are currently in the vicinity of where the new doorway will go;
- consultation with the relevant statutory consultees;
- the usual provisos concerning archaeology, bats, CDM legislation and recording; and
- Planning permission from WODC.

The proposals will not need to return to the DAC unless they are subject to a substantial change.

STANFORD IN THE VALE: St Denys

2023-083008	Archdeacons: Dorchester	Grade I Listed	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.		
Subcommittee:	Mr Bryan Martin, Mr Julian Munby, Mr Nick Wright, The Ven David Tyler		
Project architect:	JBKS Architects		
Statutory consultees:	Historic England, CBC, SPAB, The Victorian Society, LPA		
Site visit attendees:	Mr Bryan Martin, Mr Julian Munby, Mr Nick Wright, The Ven David Tyler		
Date of visit:	07.02.2024		

November 2025 Minute:

The DAC welcomed the PCC's agreement to retain the Georgian door of the north porch. That said, because it is now proposed to keep the font in situ with new storage behind it for furniture and tables, the DAC was concerned that the proximity of the proposed storage to the highly significant, delicate timber font could be problematic. The committee therefore queried whether the tables could be stored elsewhere to prevent potential damage to the font. If it isn't possible to store the tables anywhere else, it may be preferable to move the font slightly so that it is still compliant with Canon F1, i.e. as close to the principal entrance as practicable, but slightly further away from the storage. It could, for example, be centred on the west window of the north aisle, or on the arcade with the nave.

The DAC expressed remaining concerns relating to 1) the detailed design for the grading down of the porch floor in relation to the bases of the c.1200 reset door arch, and 2) the style and design of the servery units.

Concerning the north porch, the committee architects pointed out that the plan and section drawings as existing and as proposed are not of sufficient detail or accuracy as to provide the necessary assurance that the bases of the c.1200 moulded door arch will not be harmed, and how exactly they will be worked around. For example, neither the plans nor the sections faithfully represent the column bases of the door arch at floor level as they are actually. While the DAC architects believe it will be possible to achieve the grading proposed without causing harm to the bases of the arch, it was considered that sight of fully accurate and detailed as existing and as proposed plans and section drawings will be needed before the committee can agree to this aspect. A query was also expressed as to whether the lack of landing before the inner door would be Part M-compliant, as this will need to be checked.

It was commented that the storm drain would need regular, thorough maintenance to prevent flooding to the porch during heavy rain. Lastly, the DAC Archaeologist advised that digging in the porch need not be problematic, but would need to be carried out carefully and with proper archaeological oversight.

The principle of a servery in the location proposed has already been agreed, and the servery design has been changed from a gloss handleless finish to run of a Howdens shaker style oak units, with a bespoke timber panelled cover. The DAC expressed concerns that by incorporating units of different widths, including drawers and "laid on" doors, all of which make a servery look rather domestic. It was considered that given this servery will be in a visually prominent position in a Grade I listed church, the units should be redesigned with:

- solid wood "in frame" fronts rather than "laid on" doors
- drawer units concealed behind doors to achieve a unified appearance
- symmetrical widths

The other significant issue was that the covers proposed, which, while bespoke joinery items in oak, did not match the units at all in terms of panel widths. It was considered that the covers and the units would need to be designed in unison and feature the same dimensions for panels as well as the same timber and finish, as it is crucial that such a prominent installation is of a quality befitting a Grade I listed church. The case is to return to the full DAC for consideration of the further details/revisions awaited.

January 2026 Minute:

The DAC expressed concern over aesthetic, safety and functionality of the servery, however resolved to support the principle of the installation of a servery and storage, and to delegate further revisions for the servery design to a subcommittee. Samples of the finish for the doors, covers and end panels will need to be agreed with the CBO (as part of agreement for all joinery finishes) prior to embarking on this aspect.

6 Casework - For Ratification

WOOLHAMPTON: St Peter

Application Ref - Offline Private Petition	Berkshire	Listing : Grade II	HR
Proposals:	Proposals: Installation of upright book memorial in polished granite to commemorate Deborah June Brazil.		
Subcommittee:	The Ven Stephen Pullin		
Project architect:	Project architect: Not applicable		
Statutory consultees:	Statutory consultees: Not applicable		
Site visit attendees:	Site visit attendees: Not applicable		
Date of visit:	Date of visit: Not applicable		

January 2026 minute:

The DAC ratified the CBO's recommendation that they do not recommend the proposed materials for faculty. It was noted that this resolution follows the precedent set by the DAC regarding applications for black polished stone and gold lettering. It was also commented that the use of a hardwearing stone with a carved inscription would last significantly longer than the proposed materials. It was agreed that it was unclear as to what the family's wishes were with regards to future interments in the plot, and therefore whether a clear space was required on the headstone for additional names. Committee members commented that although the proposed inscription was not typical of a traditionally worded memorial, the words did not contradict the doctrine of the Church of England and therefore, there were no grounds on which the committee had reason to object. However, it was felt that the applicant would benefit from some constructive guidance to help them adjust the inscription, so it is fitting to the memory of June and can gain the support of the PCC.

BUCKLAND: St Mary the Virgin

Application Ref - 2024-096425	Dorchester	Listing : Grade I	OM
Proposals:	Resurfacing and part re-routing of existing path in churchyard		
Project architect:	Mr Andrew Townsend		
Subcommittee:	Revd Deiniol Heywood, Mr Bryan Martin, Mr Julian Munby, Revd Katie Tupling		
Statutory consultees:	HE, LPA, SPAB		
Site visit attendees:	N/A		
Date of visit:	N/A		

Previous Minute: None

January 2026 minute:

The application relates to the rerouting and resurfacing of the churchyard path. The existing loose gravel path is felt to be unsatisfactory for reasons of accessibility, and the construction of the sub-base is believed to be contributing to the declining health of a mature churchyard yew.

The DAC resolved to recommend the proposal to reroute part of the path to the west of the yew, avoiding its root spread, and to resurface the path in Grundon Coxwell self-binding gravel. The committee acknowledged that resin bound gravel might be more accessible and require less maintenance in the long term but considered the proposed self-binding gravel appropriate for use in this rural churchyard.

--

WITNEY: St Mary the Virgin			
Application Ref - 2023-089335	Dorchester	Listing: Grade I	OM
Proposals:	Installation of new glazed doors to the north porch and Winchester room and an internal glazed porch to the west doors.		
Subcommittee:	Dr Nicola Coldstream, Ms Charlotte Robinson, Revd Katie Tupling, The Ven David Tyler		
Project architect:	Peter Preston		
Statutory consultees:	HE, CBC, SPAB, Victorian Society, LPA		
Site visit attendees:	Dr Nicola Coldstream, Revd Katie Tupling, The Ven David Tyler		
Date of visit:	27 November 2025		
Previous Minute: None			
January 2026 minute:			
<p>The proposals seek to improve, both aesthetically and in terms of accessibility, on modern interventions to the north porch and the south transept meeting room (the 'Winchester Room'). This will be achieved by replacing the existing timber outer porch doors with glazed doors and the existing uPVC doors and windows to the Winchester Room with a half-glazed timber screen. It is also proposed to introduce a glazed lobby within the west door of the nave so that the church can extend year-round its current warm weather practice of leaving these doors open during services as an invitation to passers-by.</p> <p>Planning consent for the external changes was obtained in August 2025. Formal consultation in connection with the faculty application has not yet been initiated.</p> <p>The accessibility benefits of the proposed changes to the north porch and Winchester Room doors and addition of a glazed porch to the west door are substantial. The loss of the nineteenth-century floor in the porch can be considered justified on this basis. The DAC resolved to issue a Notification of Advice recommending the works to the Chancellor for approval subject to formal consultation with the resolution of any outstanding detail delegated to the subcommittee.</p>			

WATER EATON: St Frideswide			
Application Ref - 2025-123086	Buckingham	Listing: Unlisted	JS
Proposals:	Repair and alteration of Media Room and Lounge		
Subcommittee:	Revd Deiniol Heywood, Mr Peter Preston		
Project architect:	Robert Grindley, Grindley Architects		
Statutory consultees:	Local Planning Authority		
Site visit attendees:	Revd Deiniol Heywood, Mr Peter Preston		
Date of visit:	15 February 2024		
March 2024 minute:			
<p>This is an ambitious project which seeks to update and improve the facilities and accessibility of the Water Eaton Church Centre as well as reduce the maintenance issues resulting from the multiple roof coverings and levels. The DAC ratified the site visit report encouraging the joint church council to continue to liaise with the subcommittee as the proposals are developed with a view to bringing the final proposals back to the DAC for discussion prior to an NOA being issued.</p>			
January 2026 minute:			
<p>The JCC have continued to develop the proposals for a major scheme of repair and alterations to the church centre with planning consent for the scheme being granted in September 2025. Since then, the flat roof over the Media room and Lounge, which adjoin the west end of the original church building, has deteriorated to the extent that this area of the building has had to be closed. The electrics in this area have been isolated. An</p>			

inspection of the roof revealed signs of fungal decay. Given this the JCC would like to proceed with the reordering/redevelopment plans for this part of the church centre.

The proposals are largely in line with the DAC's recommendations in March 2024 and should not prejudice the works to the rest of the site. As such, resolved to delegate resolution of details to the subcommittee following which a Recommend NOA should be issued.

7 Site visits undertaken (28.10.2025 -16.12.25)				
Cogges St Mary	Offline	Visit to discuss works following QI	Mrs Sophie Hammond	20.08.25
Crowthorne St John the Baptist	Application 2025-119657 - Online Faculty System	Underfloor heating	Mrs Hannah Robertson Mr Peter Preston	04.11.25
Wootton St Mary	Application 2025-123062 - Online Faculty System	Extension	Mrs Sophie Hammond Mr James Mackintosh Mr Julian Munby	12.11.25
Ewelme St Mary the Virgin	Application 2025-119494 - Online Faculty System	Pew removal	Mrs Hannah Robertson	25.11.25
Witney St Mary	Application 2023-089335 - Online Faculty System	North porch and Winchester Room doors	Mr Oliver Mitchell The Ven David Tyler Dr Nicola Coldstream The Revd Katie Tupling	27.11.25
Oxford St Mary the Virgin	Offline	Works to café and wiring routes for wifi	Mrs Sophie Hammond	03.12.25

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

Parish	Archdeaconry	Listing	Ref	App type	Case type	Works	Status
Radley: St James the Great	DORCHESTER	Grade II*	2020-052450	Faculty - DA	H&S improvements	Replacing gallery ballustrade with higher one, query re balluster type	NOA issued
Oxford: St Giles	OXFORD	Grade I	2025-109070	Faculty - DA	R&C	Renewal of tower roof covering	Petition submitted to Dio Reg
St Edmunds Hall St Peter in the East	OXFORD	Grade I	2025-114759	Faculty - DA	R&C	Secondary glazing to south-west window	Petition submitted to Dio Reg
Bicester: St Edburg	DORCHESTER	Grade I	2025-115551	Faculty - DA	Development	New storage and improved access in base of tower	Faculty issued
Farnborough: All Saints	BERKSHIRE	Grade I	2025-116063	Faculty - DA	PP & M	Memorial to Michael Todhunter MBE	Petition submitted to Dio Reg
Easthampstead: St Michael & St Mary Magdalene	BERKSHIRE	Grade II	2025-117863	Faculty - DA	Development	Refurbishment of modern annexe	NOA issued

Cowley: St Mary & St John	OXFORD	Grade II	2025-117903	Faculty - DA	Development	Installation of 49" standalone digital illuminated noticeboard	Faculty issued. Works completed.
Terriers: St Francis of Assisi	BUCKINGHAM	Grade II*	2025-117948	Faculty - DA	AV	EE upgrade of installed mobile telecommunications equipment.	NOA issued
Milton-under-Wychwood: St Simon & St Jude	DORCHESTER	Grade II	2025-115143	Faculty - DA	Liturgical	Remove and replace font cover	Petition submitted to Dio Reg
Cowley: St Mary & St John	OXFORD	Grade II	2025-119874	Faculty - DA	Seating	Replacement chairs	NOA issued
Turville: St Mary	BUCKINGHAM	Grade II*	2025-120550	Faculty - DA	Churchyard	Erection of shed/workstation in churchyard	NOA issued
Latimer: St Mary Magdalene	BUCKINGHAM	Grade II	2025-120458	Faculty - DA	Development	Rehanging of Benjamin Hymners Benefaction Board and armorial cartouche in the nave	Petition submitted to Dio Reg
Crowthorne: St John the Baptist	BERKSHIRE	Grade II	2025-119671	Faculty - DA	Churchyard	Replace front gate	NOA issued
Burnham: St Peter	BUCKINGHAM	Grade II*	2025-120974	Faculty - DA	Churchyard	Construct enclosed area for bins	NOA issued
Shottesbrooke: St John the Baptist	BERKSHIRE	Grade I	225-121222	Faculty - DA	R&C	Retrospective application for organ works and repairs to east window.	NOA issued
Garford: St Luke	DORCHESTER	Grade II	2025-121296	Faculty - DA	Churchyard	Retrospective application for planting of hedge	NOA issued
Stoke Row: St John the Evangelist	DORCHESTER	Grade II	2025-122053	Faculty - DA		Extension of licence for Stoke Row schools use of church building. Existing licence ends January 26.	NOA issued
Ardington: Holy Trinity	DORCHESTER	Grade II*	2025-122494	Faculty - DA	PP & M	Memorial plaque (Lord Cadogan)	NOA issued
Cowley: St Mary & St John	OXFORD	Grade II	2025-122534	Faculty - DA	Churchyard	Holding community events in churchyard	NOA issued
Monks Risborough: St Dunstan	BUCKINGHAM	Grade I	2025-122797	Faculty - DA	Churchyard	Tree works	Petition submitted to Dio Reg
Bisham: All Saints	BUCKINGHAM	Grade II*	2023-084887	Faculty - Major	Development	New storage and servery within the tower area	NOA issued with provisos
Bloxham: Our Lady of Bloxham MAJOR PARISH CHURCH	DORCHESTER	Grade I	2024-107533	Faculty - Major	Seating	Pew removal and retention of 26 shortened pews	NOA issued

Radley: St James the Great	DORCHESTER	Grade II*	2025-110941	Faculty - Minor	R&C	Stained glass window repair & EPG	Faculty issued
Cassington: St Peter	DORCHESTER	Grade I	2024-100146	Faculty - Minor	R&C	Resurfacing paths and improve drainage	Petition submitted to Dio Reg
Shorthampton : All Saints	DORCHESTER	Grade II*	2024-099621	Faculty - Minor	Lighting	Change present lighting to LED and add further LED lights	Petition submitted to Dio Reg
Aldworth: St Mary the Virgin	BERKSHIRE	Grade I	2025-116288	Faculty - Minor	R&C	Replacement of decayed stone head stop to south aisle window with local character	NOA issued with provisos
Winslow: St Laurence	BUCKINGHAM	Grade II*	2025-117612	Faculty - Minor	Churchyard	New drainage system around church	NOA issued
Oxford: St Frideswide	OXFORD	Grade II*	2025-111333	Faculty - Minor	Churchyard	Temporary leasing of land to Network rail to provide 3 additional bus shelters	NOA issued with provisos
Bradwell: St Lawrence	BUCKINGHAM	Grade II*	2025-116665	Faculty - Minor	Lead theft/vandalism	Stained Glass Window Repairs	NOA issued
Sulham: St Nicholas	BERKSHIRE	Grade II	2025-110342	Faculty - Minor	R&C	Interior redecoration and restoration at back of church and in bell tower	Interim faculty issued
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2025-114513	Faculty - Minor	OBC	Remove and reuse of surplus organ pipes	NOA issued
Newbury: St John the Evangelist	BERKSHIRE	Grade II	2025-114718	Faculty - Minor	Heating	Replacement of gas boiler with ASHP heating system	NOA issued
Bledlow: Holy Trinity	BUCKINGHAM	Grade I	2025-117188	Faculty - Minor	OBC	re-gilding of clock	Petition submitted to Dio Reg
Weston Turville: St Mary the Virgin	BUCKINGHAM	Grade I	2025-121306	Faculty - Minor	Churchyard	Lychgate repairs	NOA issued
Headington: St Mary	OXFORD	Ungraded	2025-117182	Faculty - Minor	Heating	Installation of electric heating system.	Faculty issued
Headington: St Mary	OXFORD	Ungraded	2025-118808	Faculty - Minor	Disposal of items	Disposal of surplus furniture in the church comprising of a Victorian eagle lectern donated by St Andrew's Church, Headington, a clergy stall of unknown origin, two Victorian pews, two Victorian book	NOA issued

						rails, two hymn boards and an organ stool.	
Warfield: St Michael the Archangel	BERKSHIRE	Grade II*	2025-119356	Faculty - Minor	Churchyard	Extend water main to provide standpipe	Petition submitted to Dio Reg
Oxford: St Mary the Virgin MAJOR PARISH CHURCH	OXFORD	Grade I	2025-120491	Faculty - Minor	PP & M	Memorial to Dr Samuel Radcliffe	NOA issued
Newbury: St John the Evangelist	BERKSHIRE	Grade II	2025-119776	Faculty - Minor	OBC	Upgrade organ	NOA issued
Over Worton: Holy Trinity	DORCHESTER	Grade II	2025-120630	Faculty - Minor	Churchyard	Re-lay church path	NOA issued with provisos
Little Coxwell: St Mary	DORCHESTER	Grade II*	2025-122060	Faculty - Minor	Heating	new heating system	Petition submitted to Dio Reg
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2025-122596	Faculty - Minor	R&C	Phase 1 of reordering works to include replacement lighting and heating and redecoration	NOA issued with provisos
Shorthampton : All Saints	DORCHESTER	Grade II*	offline	Interim	R&C	Plaster repairs and redecoration	Interim faculty issued
Simpson: St Thomas	BUCKINGHAM	Grade II*	offline	Interim	Churchyard	Collapsing vault in churchyard	Interim faculty issued
Langley Marish: St Mary the Virgin	BUCKINGHAM	Grade I	offline	Interim	PP & M	Repairs to Dorothy Herbert monument	Interim faculty issued
Little Compton: St Denys	DORCHESTER	Grade II*	offline	Interim	R&C	Storing fridge in church prior to servery works	Interim faculty issued
Upton: St Mary the Virgin	DORCHESTER	Grade II*	offline	Interim	R&C	Conservation of font (request for interim faculty for investigatory work)	Interim faculty issued
Boyne Hill: All Saints	BERKSHIRE	Grade I	Offline	Interim	R&C	Emergency works to boiler room	Interim faculty issued
Boyne Hill: All Saints	BERKSHIRE	Grade I	Offline	Interim	R&C	CCTV drainage survey and ground investigations	Interim faculty issued
Woughton-on-the-Green: St Mary	BUCKINGHAM	Grade II*	2024-107520	List B	R&C	Stonework repairs	List B issued

Stoke Lyne: St Peter	DORCHESTER	Grade II*	2025-114857	List B	R&C	Plaster detaching from the lath and plaster ceiling	List B issued
Reading: St Laurence	BERKSHIRE	Grade I	2025-115026	List B	R&C	Roofing repairs	List B issued
Cuddington: St Nicholas	BUCKINGHAM	Grade II*	2025-110988	List B	R&C	Repairs to chancel roof & rainwater goods	List B issued
Towersey: St Catherine	DORCHESTER	Grade II	2025-111847	List B	R&C	Restoration of stonework	Awaiting Archdeacon
Radley: St James the Great	DORCHESTER	Grade II*	2025-112253	List B	R&C	Restoration and cleaning of 16th Century woodwork	List B issued
Stoke Hammond: St Luke	BUCKINGHAM	Grade II*	2025-120628	List B	R&C	Leak in North Transept	List B issued
Kidmore End: St John the Baptist	DORCHESTER	Grade II	2025-114517	List B	R&C	QI repairs to stained glass windows	Awaiting Archdeacon
Newton Longville: St Faith	BUCKINGHAM	Grade I	2025-115425	List B	R&C	Masonry repairs	Awaiting Archdeacon
Adderbury: St Mary	DORCHESTER	Grade I	2025-116319	List B	Churchyard	Rebuilding of collapsed boundary wall between the churchyard and The Grange Manor with existing stones and lime mortar as specified by architect Stephen Oliver.	List B issued
Deddington: St Peter & St Paul	DORCHESTER	Grade II*	2025-116095	List B	R&C	Rebuild vestry chimney	List B issued
Brightwell: St Agatha	DORCHESTER	Grade II*	2025-120566	List B	Churchyard	repair to cob boundary wall	List B issued
South Leigh: St James the Great	DORCHESTER	Grade I	2025-117422	List B	M&E	Broadband installation	Awaiting Archdeacon
Woolstone: All Saints	DORCHESTER	Grade II*	2025-117615	List B	R&C	Urgent QI repairs	Awaiting Archdeacon
Hurley: St Mary the Virgin	BERKSHIRE	Grade II* + SAM	2025-121407	List B	R&C	Reroofing of the nave and belfry and associated works	NOA issued
Tilehurst: St Catherine of Siena	BERKSHIRE	Ungraded	2025-118681	List B	M&E	Replace inefficient church, hall, WCs & external wall lights for energy efficiency	List B issued
Southern: Annunciation of the Blessed Virgin Mary	DORCHESTER	Grade II*	2025-118570	List B	Churchyard	Felling of spruce tree	List B issued
Denchworth: St James	DORCHESTER	Grade II*	2025-119151	List B	R&C	Repairs to internal timbers in towers	List B issued

Binfield: All Saints	BERKSHIRE	Grade II*	2025-120366	List B	Churchyard	Lychgate roof repairs and wall repair - parish aim to be repaired by Armistice Sunday	List B issued
Olney: St Peter & St Paul	BUCKINGHAM	Grade I	2025-119700	List B	R&C	Internal redecoration of nave ceiling and ceiling and walls of north porch	Awaiting Archdeacon
Lambourn: St Michael & All Angels	BERKSHIRE	Grade I	2025-121717	List B	Lead theft/vandalism	Theft of lead from south aisle	List B issued
North Leigh: St Mary	DORCHESTER	Grade I	2025-119522	List B	OBC	Replace the gudgeon pins of four bells	List B issued
South Hinksey: St Lawrence	OXFORD	Grade II*	2025-120863	List B	R&C	Roof repairs	List B issued
Ashbury: St Mary the Virgin	DORCHESTER	Grade I	2025-120660	List B	Lighting	Change light fittings to LED bulbs replacing original globe lampshade	List B issued
Henley-on-Thames: St Mary the Virgin MAJOR PARISH CHURCH	DORCHESTER	Grade II*	2025-120678	List B	R&C	Repair damage to stained glass window	Awaiting Archdeacon
Deddington: St Peter & St Paul	DORCHESTER	Grade II*	2025-114926	List B	Churchyard	Dry stone wall repair in the lower churchyard	NOA issued with provisos
Flackwell Heath: Christ Church	BUCKINGHAM	Ungraded	2025-119887	List B	M&E	Installation of inverter as part of solar panel installation	List B issued
Swyncombe: St Botolph	DORCHESTER	Grade II*	2025-116583	List B	R&C	Porch roof repairs	List B issued
Cowley: St Mary & St John	OXFORD	Grade II	2025-120662	List B	Lighting	Extension of existing lighting system	List B issued
Turville: St Mary	BUCKINGHAM	Grade II*	2025-121268	List B	AV	Replacement rack for audio equipment	List B issued
Dropmore: St Anne	BUCKINGHAM	Grade II*	2025-121859	List B	Heating	Replacement of old oil fired boiler heating system with under pew electric heating	List B issued
Aston Tirrold: St Michael	DORCHESTER	Grade II*	2025-121944	List B	R&C	Plaster repairs to the Vestry and Nave	Awaiting Archdeacon
Aston Upthorpe: All Saints	DORCHESTER	Grade II*	2025-121946	List B	R&C	Plaster repair and redecoration to area of Nave ceiling	Awaiting Archdeacon
Compton Beauchamp: St Swithun	DORCHESTER	Grade II*	2025-122163	List B	R&C	Stonework repairs to plinth	Awaiting Archdeacon

Hambleden: St Mary the Virgin	BUCKINGHAM	Grade II*	2025-122284	List B	R&C	Partial replacement of rainwater goods with powder coated aluminium	List B issued
Milton Keynes Village: All Saints	BUCKINGHAM	Grade I	2025-121766	List B	R&C	Phase 1 works following QI	List B issued
Monks Risborough: St Dunstan	BUCKINGHAM	Grade I	2025-122764	List B	Churchyard	Tree works	Awaiting Archdeacon
Monks Risborough: St Dunstan	BUCKINGHAM	Grade I	2025-122771	List B	Churchyard	Tree works	Awaiting Archdeacon
Monks Risborough: St Dunstan	BUCKINGHAM	Grade I	2025-122773	List B	Churchyard	Tree works	Awaiting Archdeacon
Cogges: St Mary	DORCHESTER	Grade I + SAM	2025-119979	List B - Archdeacon	R&C	Replace locks to front and vestry doors	List B issued
Marston: St Nicholas	OXFORD	Grade I	2025-120080	List B - Archdeacon	Churchyard	Crown various trees and removal of dying tree	List B issued
Carterton: St John the Evangelist	DORCHESTER	Ungraded	2025-120921	List B - Archdeacon	AV	AV upgrade	List B issued
Amersham: St Mary the Virgin	BUCKINGHAM	Grade I	2025-120685	List B - Archdeacon	H&S improvements	Installation of defibrillator and first aid boxes	List B issued
Cogges: St Mary	DORCHESTER	Grade I + SAM	2025-121036	List B - Archdeacon	Churchyard	Tree works	List B issued
Warfield: St Michael the Archangel	BERKSHIRE	Grade II*	2025-120785	List B - Archdeacon	Churchyard	Plant olive tree	List B issued
Chinnor: St Andrew	DORCHESTER	Grade I	2025-121358	List B - Archdeacon	Churchyard	Installation of bench made out of recycled plastic.	List B issued
Wokingham: All Saints	BERKSHIRE	Grade II*	2025-121398	List B - Archdeacon	Churchyard	Replacement bench and transfer memorial plaque	List B issued
Radnage: St Mary	BUCKINGHAM	Grade I	2025-121648	List B - Archdeacon	Churchyard	Urgent Tree Work	List B issued
Boyne Hill: All Saints	BERKSHIRE	Grade I	2025-121777	List B - Archdeacon	Churchyard	Replace external noticeboard	List B issued
Cold Ash: St Mark	BERKSHIRE	Ungraded	2025-121833	List B - Archdeacon	Churchyard	Dangerous tree to be felled.	List B issued

Kencot: St George	DORCHESTER	Grade II*	2025-121512	List B - Archdeacon	Churchyard	Prune yew tree and reduce height of cypress and holly tree	Awaiting Archdeacon
Tackley: St Nicholas	DORCHESTER	Grade II*	2025-121517	List B - Archdeacon	Churchyard	Plant cherry and yew tree	Awaiting Archdeacon
Kirtlington: St Mary the Virgin	DORCHESTER	Grade II*	2025-122131	List B - Archdeacon	R&C	Leaking tower roof	List B issued
Great Missenden: St Peter & St Paul	BUCKINGHAM	Grade I	2025-122143	List B - Archdeacon	Churchyard	Prune beech tree	List B issued
Clewer: St Andrew	BERKSHIRE	Grade II	2025-122350	List B - Archdeacon	Churchyard	Commonwealth War Graves Commission Sign	List B issued
Shabbington: St Mary Magdalene	BUCKINGHAM	Grade II*	2025-121831	List B - Archdeacon	Churchyard	Installation of 12 swift boxes	List B issued
Standlake: St Giles	DORCHESTER	Grade II*	2025-121964	List B - Archdeacon	Churchyard	Memorial bench	List B issued
Wokingham: St Paul	BERKSHIRE	Grade II*	2025-122398	List B - Archdeacon	Churchyard	Plant two trees	List B issued
Turville: St Mary	BUCKINGHAM	Grade II*	2025-122456	List B - Archdeacon	Churchyard	Felling of sycamore tree	List B issued
Burghfield: St Mary the Virgin	BERKSHIRE	Grade II	2025-122499	List B - Archdeacon	Churchyard	Memorial bench	List B issued
Binfield: All Saints	BERKSHIRE	Grade II*	2025-121904	List B - Archdeacon	Churchyard	Defibrillator	List B issued
Chinnor: St Andrew	DORCHESTER	Grade I	2025-122631	List B - Archdeacon	Churchyard	Tree works	List B issued
Chipping Norton: St Mary the Virgin	DORCHESTER	Grade I	2025-122524	List B - Archdeacon	Churchyard	Pollarding of three lime trees	Awaiting Archdeacon
Launton: Assumption of the Blessed Virgin Mary	DORCHESTER	Grade I	Offline	Private Petition	PP & M	Memorial outside churchyard regulations - Aris	NOA issued
Oxford: St Michael at the North Gate	OXFORD	Grade I	2024-096473	Resolving Provisos	Churchyard	Replacement coffee kiosk in churchyard	Provisos Resolved
Crowmarsh Gifford: St Mary Magdalene	DORCHESTER	Grade I	2022-073040	Variation	New facilities	Provision of WC and server at west end of nave	Amended faculty issued

Cowley: St Mary & St John	OXFORD	Grade II	2025-117544	Variation	Heating	Installation of radiant heating	Amended faculty issued
---------------------------	--------	----------	-------------	-----------	---------	---------------------------------	------------------------

9	Completed Projects feedback
----------	------------------------------------

Cookham, Holy Trinity - reordering