

List B – Matters which may be undertaken without a faculty subject to consultation

This table prescribes matters which may, subject to any specified conditions, be undertaken without a faculty if the archdeacon has been consulted and has given notice in writing that the matter may be undertaken without a faculty. The archdeacon may impose additional conditions in the written notice.

Note r 3.5 of the Faculty Jurisdiction Rules 2015 which specifically excludes a range of items

<i>Matter</i>	<i>Specified conditions</i>
B1. Church building etc.	
(1) Works of routine maintenance and repair affecting the fabric of a church or historic material	<p>The works are identified as routine items of maintenance in the most recent report prepared in respect of the church pursuant to section 1(2) of the Inspection of Churches Measure 1955 (commonly known as the “quinquennial inspection report”) or in subsequent written advice from a person registered under the Architects Act 1997 or a member of the Royal Institution of Chartered Surveyors qualified as a chartered building surveyor</p> <p>Details of any materials to be used are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter</p> <p>The works do not involve any new disturbance below ground level</p> <p>The parochial church council’s insurers are notified if external scaffolding is to be erected</p>
(2) The installation of a wall offertory box	The installation does not affect historic fabric
(3) The introduction of a safe in a vestry or similar room	
(4) Works of external or internal redecoration (other than to areas of historic wall painting, even if already painted over)	<p>Details of materials and colours are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter</p> <p>The overall appearance of the building is not changed</p>

	The parochial church council's insurers are notified if external scaffolding is to be erected
(5) The treatment of timber against beetle or fungal activity	The works do not involve the replacement of timber
(6) Works of adaptation (not amounting to substantial addition or replacement) to—	Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998)
(a) heating systems	
(b) gas, water and other services	Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))
(c) electrical installations and other electrical equipment	The parochial church council's insurers are notified of the proposed works
(7) The replacement of a boiler in the same location and utilising an existing fuel supply and existing pipe-runs	Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998)
	The works do not involve the creation of a new external flue
	The parochial church council's insurers are notified of the proposals
(8) The introduction or replacement of control equipment that is ancillary to a boiler or existing heating system	Any work to a gas fitting is carried out by a person who is registered on the Gas Safe Register (or is a member of another class of persons approved by the Health and Safety Executive for the purposes of Regulation 3(3) of the Gas Safety (Installation and Use) Regulations 1998)
	Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))
	The parochial church council's insurers are

	notified of the proposals
(9) The like for like replacement of roofing material	The material being replaced was not introduced unlawfully The parochial church council's insurers are notified of the proposals
(10) The installation of a roof alarm	The amount of associated cabling is kept to the minimum that is reasonably practicable
(11) The installation of lighting and safety equipment	The lighting or other equipment— <ul style="list-style-type: none"> ☐ is installed only in a part of the church (such as a tower or crypt) that is not normally visible to the public, or ☐ when installed will not be visible from ground level <p>Any work to an electrical installation or electrical equipment is carried out by a person whose work is subject to an accredited certification scheme (as defined in rule 3.1(6))</p> <p>The installation will not affect any graves or vaults</p> <p>The parochial church council's insurers are notified of the proposals</p>
(12) The installation of a lightning conductor	The parochial church council's insurers are notified of the proposals and the work is carried out by a specialist contractor approved by them
(13) The installation of a sound reinforcement system or loop system or the alteration of an existing system	

B2. Bells etc.

(1) The lifting of a bell to allow the cleaning of bearings and housings	Regard is had to any guidance issued by the Church Buildings Council The bell is currently in a fit condition to be rung
(2) The like for like replacement of— <ul style="list-style-type: none"> (a) bearings and their housings (b) gudgeons (c) crown staple assembly 	Regard is had to any guidance issued by the Church Buildings Council The bell is currently in a fit condition to be rung

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| <ul style="list-style-type: none"> (d) steel or cast iron headstocks (e) wheels | <p>The works do not involve the drilling or turning of the bell</p> |
| <p>(3) The replacement of—</p> <ul style="list-style-type: none"> (a) bell bolts (b) a wrought iron clapper shaft with a wooden-shafted clapper | <p>Regard is had to any guidance issued by the Church Buildings Council</p> <p>The bell is currently in a fit condition to be rung</p> |
| <p>(4) The treatment of timber bell frames with preservative or insecticide materials</p> | |
| <p>(5) The re-pinning or re-facing of hammers in Ellacombe apparatus</p> | <p>Regard is had to any guidance issued by the Church Buildings Council</p> <p>The bells are currently in a fit condition to be rung</p> |
| <p>(6) The introduction of peal boards in a location not normally visible to the public</p> | |

B3. Clocks

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| <p>(1) Alterations to striking trains to prevent striking at night</p> | <p>No part of the clock mechanism is affected</p> |
| <p>(2) The upgrading of electrical control devices and programmers</p> | |

B4. Church contents

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| <p>(1) The repair and maintenance of church plate (including candlesticks and crosses) not of special historic or artistic interest</p> | |
| <p>(2) The introduction, maintenance or replacement of portable audio-visual equipment used in connection with church services</p> | <p>No equipment is fixed to the fabric of the church</p> |
| <p>(3) The replacement of carpets or other floor covering and underlay</p> | <p>Only breathable underlay is used when underlay is replaced</p> |
| <p>(4) The replacement of curtains (other than curtains and other hangings associated with an altar)</p> | |
| <p>(5) The treatment of fixtures and furniture against beetle or fungal activity</p> | |

(6) The introduction of a book of remembrance and stand

(7) The introduction of a fixed internal noticeboard

(8) The disposal of free-standing chairs

No chair of historic or artistic interest is disposed of

(9) The replacement of a grand piano with another grand piano and the disposal of the original grand piano

No piano of historic or artistic interest is disposed of

B5. Churchyard

(1) The introduction of benches in a churchyard

No bench has an inscription on it which would not be permitted on a monument in the churchyard under the applicable churchyard regulations made or approved by the chancellor

(2) The replacement of gas or oil tanks

The replacement tank is of similar dimensions and in substantially the same location

No works of excavation are involved

The local planning authority is notified of the proposal

(3) The routine maintenance, repair or rebuilding of walls

The works do not relate to any wall which is included in the Schedule maintained for the purposes of the Ancient Monuments and Archaeological Areas Act 1979

The works are identified as routine items of maintenance in the most recent report prepared in respect of the church pursuant to section 1(2) of the Inspection of Churches Measure 1955 (commonly known as the "quinquennial inspection report") or in subsequent written advice from a person registered under the Architects Act 1997 or a member of the Royal Institution of Chartered Surveyors qualified as a chartered building surveyor

Details of any materials to be used are submitted to the archdeacon when the archdeacon is consulted on the proposal to undertake the matter

The works do not involve any new disturbance below ground level

The parochial church council's insurers are notified if external scaffolding is to be erected

(4) The routine maintenance or repair of lychgates

The lychgate is not separately listed as a building of special architectural or historic interest under the Planning (Listed Buildings and Conservation Areas) Act 1990

B6. Trees

(1) The planting of trees

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

(2) The felling of a tree—

- (a) that is dying or dead; or
- (b) has become dangerous

In the case of any tree in respect of which a tree preservation order is in force or which is in a conservation area, section 206 of the Town and Country Planning Act 1990 (which provides for the planting of replacement trees) is complied with

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards

(3) All other works to trees (whether or not prescribed in List A) except felling

If applicable, the law relating to the preservation of trees in respect of which a tree preservation order is in force or which are in a conservation area is complied with

Regard is had to the guidance issued by the Church Buildings Council as to the planting, felling, lopping and topping of trees in churchyards
