

In the Consistory Court of the Diocese of Guildford

An Additional Matters Order 2024

In accordance with section 78 of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 (“the Measure”) and Rule 3.4 of the Faculty Jurisdiction Rules 2015 (as amended) (“the Rules”), the Chancellor, having sought the advice of the Diocesan Advisory Committee and the Archdeacon of Dorking and the Acting Archdeacon of Surrey makes the following Additional Matters Order in respect of works that may be undertaken without a faculty.

The Chancellor makes the following Order effective from 10th March 2024:

The matters set out in the schedule to this Order shall not require the grant of a faculty but do require prior consultation with and approval from the Archdeacon via the Online Faculty System as List B works subject to compliance with the conditions attached thereto.



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REGISTRAR

14th March 2024

ADDITIONAL MATTERS ORDER SCHEDULE

The following works may be undertaken without a faculty but do require prior consultation with and approval from the Archdeacon via the Online Faculty System as List B works.

Matter	Specified Conditions
1. The introduction of altar frontals, falls, and vestments.	Provided that the Archdeacon is satisfied that the said introduction is not likely to affect the character of a listed church as a building of special architectural or historic interest.
2. The re-painting of clock dials.	Details of materials and colours are submitted to the Archdeacon when the Archdeacon is consulted on the proposal to undertake the matter. The overall appearance of the clock dial is not changed.
3. The like for like repair of historic window glass damaged by acts of vandalism or by accident.	The repair does not introduce material of a type that does not already form part of the fabric or historic material that is to be repaired. The repair does not involve the substantial replacement of a major part of the fabric or of historic material. The craftsman engaged has appropriate experience in the performance of such works in relation to historic glass. Details of any materials to be used are submitted to the Archdeacon when the Archdeacon is consulted on the proposal to undertake the matter.
4. Preliminary investigative work by: (a) opening up a roof; or (b) removal of wall finishes for the purposes of analysing earlier layers and the presence of wall paintings; or (c) below ground by means of trial pits or other invasive or non-invasive survey.	All work is specified and carried out in accordance with the directions of the church's professional adviser and in the case of b) on the advice of an accredited conservator and c) a professional archaeologist. The works are recorded archaeologically and a before and after photographic record is kept with the church records. Any new disturbance below ground level is subject to specific direction from the Diocesan Archaeological Adviser.
5. The installation of hand rails into churches	Details of design and fixings are submitted to the Archdeacon when the Archdeacon is consulted on the proposal to undertake the matter. In cases where the Archdeacon has directed that the advice of the Diocesan Advisory Committee or the Church Architect be sought in respect of the works the same are then undertaken in accordance with such advice as is given.

<p>6. The introduction of signage in a churchyard or other burial ground indicating the presence of a burial or burials under the care of the Commonwealth War Graves Commission.</p>	<p>The signage to be in accordance with the type and dimensions approved by the Diocesan Advisory Committee (DAC) from time to time.</p> <p>The location and fixings to be approved by the Archdeacon following consultation with the DAC as necessary.</p>
<p>7. Introduction of water butt.</p>	<p>Details of the type of water butt, the proposed location and fixings are submitted to the Archdeacon when the Archdeacon is consulted on the proposal to undertake the matter.</p> <p>In the formulation of these details, regard is had to the desirability of avoiding loss of or damage to historic material.</p>
<p>8. Conservation cleaning and minor repairs of memorials in churchyard including War Memorials.</p>	<p>A method statement or description of work clearly detailing materials to be used and method of cleaning and/or repair, including any re-etching/re-painting of any lettering, to be submitted to the Archdeacon when the Archdeacon is consulted on the proposal to undertake the matter.</p>
<p>9. Minor modifications to rainwater disposal systems, e.g. changing the diameter of the gutters and downpipes in response to climate change and redesigning problematic sections of guttering.</p>	<p>The modification does not introduce material of a type that does not already form part of the current installation. The modification is not substantial.</p> <p>The Parochial Church Council's insurers are notified if external scaffolding is to be erected.</p>