

IN THE CONSISTORY COURT OF THE DIOCESE OF LICHFIELD

ADDITIONAL MATTERS ORDER

This Order is made pursuant to **Section 78** of the **Ecclesiastical Jurisdiction and Care of Churches Measure 2018** and **Rule 3.4** of the **Faculty Jurisdiction Rules 2015**. This Order shall apply throughout the Diocese of Lichfield with effect from 5th April 2026.

The Additional Matters Order dated 22nd December 2020 is revoked.

The following works may be undertaken without a faculty provided that in each case the conditions set out herein have been satisfied.

1. Commonwealth War Graves Commission Plaques.

The installation of a Commonwealth War Graves Commission (CWGC) plaque or sign at parish churches, churchyards and consecrated burial grounds in the Diocese on condition that:

- a) The installation of the sign has been the subject of an affirmative Parochial Church Council resolution;
- b) The plaque or sign is in the standard CWGC format measuring 430mm by 230mm being made of aluminium and having a green background or of such other format and dimensions as have been confirmed by the Diocesan Advisory Committee as being appropriate in the particular location.
- c) The installation of the plaque or sign has been approved by the Archdeacon after consultation with the incumbent (if the parish is not in vacancy) and the Parochial Church Council of the parish. The Archdeacon may seek the advice of a Diocesan Advisory Committee member or adviser as circumstances require.
- d) The plaque or sign shall be affixed to the churchyard fence, wall, or gate at a point on or adjacent to the boundary of the churchyard at a location agreed in advance with the Archdeacon.

2. The Installation of Christmas Lights.

The temporary installation of lights in a churchyard marking Advent and Christmastide on condition that:

- a) The means used for fixing the lights shall be safe and such as to cause no alteration to the structure of a church building.
- b) The Archdeacon has been informed in advance of the proposed works. Such information shall include the provision to the Archdeacon of details of:
 - (1) The proposed method of fixing of the lights.
 - (2) The proposed positioning of the lights.
 - (3) Whether it is intended that the lights should be flashing or moving.
 - (4) Such further matters as the Archdeacon shall require in order to be satisfied of the appropriateness of the proposed installation.
- e) The Archdeacon has given notice in writing that the installation may be undertaken without a faculty.
- f) The lights shall only be illuminated from Advent Sunday to 6th January of the following year.
- g) The lights and all installations for the fixing of the same shall be removed as soon as is reasonably practicable after 6th January of the year following their installation.

3. The Repainting of Clock Faces.

The repainting of clock faces and the parts thereof on condition that:

- a) The repainting is intended to be a “like for like” replacement of the previous painting of the clock face.
- b) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- c) 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.

- d) The works are undertaken in accordance with any further conditions imposed by the Archdeacon.

4. The Repair or Conservation of Damaged Historic Glass.

The performance of works of repair on a like for like basis to historic glass damaged by acts of vandalism or by accident or works of conservation in respect of glass so damaged on condition that:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- b) Before the giving of such a notice the Archdeacon and the officers of the Diocesan Advisory Committee have concluded that:
 - i) The proposed works do not extend beyond like for like repairs or appropriate works of conservation.
 - ii) The craftsman to be engaged has been identified.
 - iii) That craftsman has appropriate experience in the performance of such works in relation to historic glass.

5. The Introduction of Altar Frontals and Related Items.

The introduction of altar frontals, falls, and vestments on condition that:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
- b) 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.

6. The Marking of Car Parking Spaces and the Introduction of Signs marking Parking Spaces for the Disabled.

- l) The marking of car parking spaces on condition that if the car park is within the curtilage of a listed church then:

- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
 - b) The Archdeacon is satisfied that the said installation is not likely to affect the character of a listed church as a building of special architectural or historic interest.
- II) The installation of signs whether on posts or otherwise marking parking spaces for the disabled on condition that if the car park is within the curtilage of a listed church then:
- a) The Archdeacon has been informed in advance of the proposed works and has given notice in writing that they may be undertaken without a faculty.
 - b) The Archdeacon is satisfied that the said installation is not likely to affect the character of a listed church as a building of special architectural or historic interest.

7. The Introduction of a Hedgehog Box or Boxes.

The Introduction of hedgehog boxes in churchyards and consecrated burial grounds in the Diocese on condition that:

The Introduction of hedgehog boxes in churchyards and consecrated burial grounds in the Diocese on condition that:

- a) each box is either free-standing, or tethered or pegged to the ground (and if so fixed, any disturbance below ground level is kept to a minimum);
- b) each box is located so as not to cause any health and safety issue (e.g. a trip hazard);
- c) each box requires no excavation of the surface of the ground (although, it may be concealed by plants, foliage, leaf litter and the like); and

d) the archdeacon has been consulted on the proposal to introduce hedgehog boxes and their location, 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.

Dr ANTHONY VERDUYN
CHANCELLOR
9th March 2026