

**Ref:** 2021-058069 **Church:** Great Bookham: St Nicolas  
**Diocese:** Guildford **Archdeaconry:** Dorking  
**Created By:** Mr Christopher Kiernan **Contact Tel.:** 02086593250  
(25/01/2021)  
**Status:** Application with Registrar

**Form 3A**

(Rule 5.3)

Petition for Faculty

(proceedings started pursuant to resolution of parochial church council)

**To the Consistory Court of the Diocese of Guildford**

**In the parish of Great Bookham**

**Church of Great Bookham: St Nicolas**

**Petitioners:**

FULL NAME*	RESIDENTIAL ADDRESS* (including postcode)	OFFICE HELD*
ALAN JENKINS		RECTOR
CAROLE VAUX		CHURCHWARDEN
NEIL MCDONALD		PCC MEMBER RESPONSIBLE FOR BUILDINGS PROJECT

*\*Please use capital letters*

Please indicate here which of the above should be regarded as the contact address. A telephone number and email address should also be provided where possible.

Neil McDonald

Usually the minister and churchwardens should be the petitioners. Where that is not the case, please provide an explanation here (including details of the interest which it is said that a person who is not the minister or a churchwarden has in the matter).

The third petitioner (Neil McDonald) is the immediate past churchwarden and the PCC member leading on the 'Buildings for the Future' element of the church development plan.

**We petition the Court for a faculty to authorise the following-**

*Please describe the works or other proposals for which a faculty is sought in the way recommended by the Diocesan Advisory Committee in its Notification of Advice.*

#### SCHEDULE OF WORKS OR PROPOSALS

The proposal includes removal of pews, repositioning the font and modifications to the font, internal ramps to provide step-free access to Vestry and Chancel, small extension to the Chancel platform, a new kneeler display rack, repositioning a benefactions plaque, new radiators and AV installations.

*Copies of the Standard Information Form and any drawings, plans, specifications, photographs or other documents showing the proposals must be provided with this petition.*

## A. PROFESSIONAL ADVICE

*Please answer this section in every case*

Has the architect or surveyor appointed under section 45 of the Ecclesiastical Jurisdiction and Care of  
1. Churches Measure 2018 been -

a. engaged in connection with the proposals?

Yes ☒

No ☐

b. asked for general advice in relation to these  
proposals?

Yes ☒

No ☐

2. If another architect or surveyor is being engaged -

a. what is his or her name and address?

b. why is he or she being instructed in relation to the proposed works?

## B. CHANGES TO THE INTERIOR AND/OR EXTERIOR OF THE CHURCH

*Please answer this section if applicable. Otherwise proceed to section C*

3. a. If changes to the interior and/or exterior of the  
church are proposed, has the PCC prepared a statement of  
significance and a statement of needs?

Yes ☒

No ☐

b. If the answer to a. is yes, please supply copies of the statements with this petition

c. If the answer to a. is no, what are the reasons for asking for permission for the proposals?

*Please supply separate explanatory statement if more space is required*

## C. FINANCIAL INFORMATION

*Please answer this section in every case*

4. a. What is the estimated cost of the proposed works?

£260000.00

b. Who has estimated this cost? Architect and heating engineer

c. Are the proposals wholly to be paid for by someone other than the parochial church council  
or wholly from funds which have already been given to the PCC for the purpose of the  
proposals?

Yes ☐

No ☒

d. If the answer to c. is no, how are the proposals to be paid for? (Please give figures in the boxes below)

From-

i. the PCC's current balance of funds that are available for the purpose

£110000.00

ii. gifts/legacies

£65000.00

iii. grants or fund raising

- already available

£40000.00

- being sought

£45000.00

If you are preparing a statement of needs or providing an explanatory statement under section 3.c., please include details of any fund raising strategy there.

#### D. PERMISSIONS FROM OTHER BODIES

*Please answer this section in every case*

5. a. Are any external works proposed?

Yes ☐

No ☒

b. If yes, have you consulted the local planning authority as to whether planning permission or advertisement consent is required?

Yes ☐

No ☐

c. Please include a copy of any reply from the local planning authority.

N/A

6. a. If required, has outline or full planning permission or advertisement consent been granted?

Yes ☐

No ☐

b. Please include a copy of the planning permission or advertisement consent, if any, with this petition.

N/A

7. a. If any of the proposals affect a scheduled ancient monument, has scheduled monument consent been obtained?

Yes ☐

No ☐

b. If yes, please include a copy of the consent with this petition.

N/A

#### E: ARCHAEOLOGICAL MATTERS

*Please answer this section for any work to or in the church or churchyard*

8. a. Have you been advised that the proposals may have archaeological significance?

Yes ☐

No ☒

b. If so, please include any advice received.

c. Is an archaeologist to be involved and to be given

Yes ☒

No ☐

facilities for inspection and recording during the course of the works of excavation or works to the fabric?

## F. CONSULTATION FOR WORKS OF DEMOLITION, ALTERATION OR EXTENSION OF A LISTED CHURCH

*Please answer this section if applicable. Otherwise proceed to section G*

9. Have any of the following bodies been consulted?

The Church Buildings Council Yes ☒ No ☐

Historic England Yes ☒ No ☐

The Council for British Archaeology Yes ☐ No ☐

The Ancient Monument Society Yes ☐ No ☐

Society for the Protection of Ancient Buildings Yes ☒ No ☐

The Georgian Group Yes ☒ No ☐

The Victorian Society Yes ☒ No ☐

The Twentieth Century Society Yes ☐ No ☐

If the answer to any of the above is yes, please include copies of any correspondence giving the views of the body concerned and your replies.

10. a. Has the local planning authority been consulted? Yes ☐ No ☒

b. If yes, please include correspondence giving its views and your reply.

## G: CHURCH INSURANCE

*Please answer this section for any work to or in the church or churchyard*

11. Do the proposals involve external scaffolding? Yes ☐ No ☒

12. a. Is the work or part of the work to be carried out Yes ☐ No ☒

by voluntary labour?

b. If yes, has the PCC consulted its insurers about protecting voluntary labour against the risk of injury during the course of the work?

Yes ☐ No ☐

13. Have you informed the church's insurance company that work is to be carried out in the church or churchyard?

Yes ☒ No ☐

14. If the answer to question 12.b. or 13 is yes, please supply a copy of the insurer's approval or letter in reply.

See 'Supporting Documents'

## H. DETAILS OF CONTRACTORS

*Please answer this section when you wish to carry out work of any kind*

15. If known, please give the name and address of each contractor to be employed for the different aspects of the works (e.g. builder, electrician, stained glass artist, organ builder etc.)

Contractor 1

Contractor 2

Contractor 3

Not yet known

## I. TIME FOR WORK

*Please answer this section in every case*

16. a. How soon will the work start after the faculty is granted?

As soon as is reasonably practicable but it may be necessary to delay the start of works until January 2022 to avoid the church being out of commission over Christmas.

b. How long is it expected that it will take for the work to be completed?

8 weeks

17. a. Will it be necessary to hold public worship in another building while the work is being carried out?

Yes ☒ No ☐

b. If yes, has the Bishop consented to alternative arrangements for public worship?

Yes ☐ No ☒

## J. ARCHDEACON'S LICENCE

*Please answer this section if applicable. Otherwise proceed to section K*

18. a. Has the archdeacon granted a licence authorising temporary minor re-ordering?

Yes ☐ No ☒

b. If yes, please include a copy with this petition.

## K. PCC RESOLUTION

*Please answer this section, deleting words as appropriate, in every case.*

19. The parochial church council at its meeting on 11/01/2021 passed by a majority of 17 to 1 among those present and voting a resolution relating to the works or proposals. A copy of the resolution signed by the chair is included with this petition. There are 22 members of the council.

## L. DIOCESAN ADVISORY COMMITTEE

*Please answer this section in every case*

20. Is a notification of advice from the Diocesan Advisory Committee included with this petition? Yes ☒ No ☐

## M. FURTHER INFORMATION

*Please answer this section in every case*

21. a. Could the work affect any human remains? Yes ☐ No ☒
- b. Could the work affect any monuments? Yes ☐ No ☒
22. Are any private rights (including rights in seats in the church) affected by the works or proposals? Yes ☐ No ☒
23. If the answer to question 21 or 22 is yes, please provide details in the schedule of works or proposals.
24. Is the information about the church and churchyard included in the most recent quinquennial inspection report still accurate? Yes ☒ No ☐
25. If there is any further information that the petitioners would like the court to take into account, details should be set out in a letter or statement included with this petition.

We believe that the facts stated in this petition are true.

Signed: Neil McDonald

Date: 09/06/2021

[authorised to sign on behalf of the petitioners]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Signature(s) of petitioners or person acting on behalf of petitioners)