



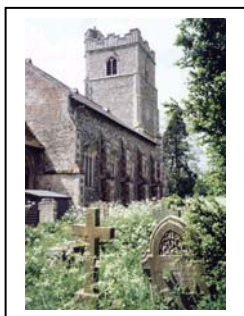
# Tool 2

## Information on PCC structures

There is no need for a multi parish benefice to have multiple PCC meetings. There are a number of options open to PCCs to assist in reducing the number of meetings, the paperwork and the difficulties in finding PCC officers:

- **Chapel of Ease status**  
One parish church becomes a chapel of ease within the parish of a neighbouring church. Only one PCC is required for the two buildings. The two parishes are united to become one. Designated funds can be held separately.
- **District Church Councils**  
A district church council may be formed when there are more than one places of worship within a parish.
- **Joint meetings at same venue**  
Same number of PCCs but are held at the same time in the same venue. Common business can be discussed together. See below.
- **Team and Group Councils**  
Where parishes are within a formal Group or Team Ministry there is provision for the formation of Group or Team Councils which can become responsible for matters of joint interest.

More information may be obtained from the Pastoral Secretary 01473 298533



A benefice in west Suffolk agreed to hold all its PCC meetings at the same time in a local school. The first part of the evening had the PCCs meeting together to discuss shared business. Following a refreshment break the PCCs met separately in different rooms within the venue. The vicar was able to move from one PCC to another to be part of discussions where his input was required. This pattern of meeting meant that there was a reduction in meetings for the vicar, the common business could be discussed together and social time was available for the members of the different PCCs





# Tool 5

## Partnerships

We all recognise that as individuals we cannot strive for excellence in everything. We read that God has endowed us with gifts for the benefit of others. Similarly PCCs may need to use the expertise of others in fulfilling their aims and objectives. This is especially so when it come to community projects. We need to seek partnerships with others. The PCC may have the vision and the building, others may bring advice and funding.

### **The medieval church**

Parish churches were busy places in the medieval period. The church was a social as well as a religious centre and as such was not only used on Sundays. Markets, business transactions and the preparation of contracts were all held in the nave. Festivals and feast days were especially celebrated with eating and drinking, singing and dancing. This was before the advent of the pew as well as later disapproval from Church authorities. In an age when most of the population lived in squalid conditions often sharing huts with livestock, the expanse of a church's uncluttered nave with rich decoration was clearly the beginning of the community centre ethos.

### **Today's church**

Many PCCs recognise that the church may be again the only communal building in a village. Why cannot it be used for a multitude of uses throughout the week? There are hurdles to overcome – the disposal of furniture, the inclusion of WCs and kitchens – but if there is a need the Diocesan Advisory Committee would be sympathetic to accommodating any necessary changes.

### **Funding**

There are many Trusts and organisations which are able to offer grants for the repair of churches. However, there are precious few who can assist with funding what they see as “improvements”. The Lottery is a possible benefactor with its Awards for All and Big Lottery schemes. The Central Church Fund is able to offer grants too. Suffolk ACRE offer advice on community projects and funding. BUT, and it is a big but, funders will not offer grants which will only benefit a small section of the community. Projects must embrace all in the community whether they attend the church or not. Some projects may involve “leasing” part of the church to another group. Please speak to your archdeacon and the diocesan registrar if this is likely to be a possibility.

### **Contacts**

Awards for All [www.awardsforall.org.uk](http://www.awardsforall.org.uk) 0845 600 20 40  
 Central Church Fund [www.centralchurchfund.org.uk](http://www.centralchurchfund.org.uk) 020 7898 1000  
 Suffolk Acre [www.suffolkacre.org.uk](http://www.suffolkacre.org.uk) 01473 242500  
 Lottery [www.biglotteryfund.org.uk](http://www.biglotteryfund.org.uk) 0845 4 10 20 30  
 Diocesan Advisory Committee [www.stedmundsbury.anglican.org](http://www.stedmundsbury.anglican.org) 01473 298533  
 Your local authority  
 The Diocesan Community Affairs officer [www.stedmundsbury.anglican.org](http://www.stedmundsbury.anglican.org)

# Tool 6

## Information on Faculties

PCCs are required to obtain a faculty (permission) from the Chancellor of the Diocese but for the most minor of works to church buildings. The Chancellor seeks the views of the Diocesan Advisory Committee (DAC) before making his decision. Early consultation with the DAC is helpful in obtaining a faculty.

### Repairs

Ideally, a specification and schedule of works from the parish's inspecting architect should accompany the faculty application. Without sufficient detail of materials to be used and the method of repair the application may take time to resolve.

### Improvements

For parishes planning WCs, kitchens or meetings rooms in their church an early site visit from members of the DAC is vital. It is suggested that English Heritage, the appropriate amenity society and the local authority are also in attendance as their views will be required during the process.

### Works in Churchyards

Faculties are required for any works within the curtilage of the churchyard. The lopping or felling of trees can be very contentious. The application for a faculty includes a period of public consultation and offers a warning of impending works.

**More information may be obtained from the DAC Secretary 01473 298533**



One PCC in the north of the diocese were worried the DAC would not want them to remove a pew to create a children's area. When the DAC visited the visitors suggested four pews should be removed to create a larger area. The PCC were delighted.



The DAC has experience in a wide range of projects and has advisers available to visit PCCs free of charge to offer their expertise on subjects such as bells, heating / lighting, organs, equal access issues.

# Tool 7

## Statements of Significance

According to the Faculty Jurisdiction Rules, when carrying out work to the church building which will result in a material change to its internal or external appearance, the PCC needs to produce a Statement of Significance. Such is the benefit of a Statement of Significance, PCCs are encouraged to write one whether undertaking major works or not.

### What is significant?

The Statement of Significance is a document that describes the church building in terms of what is of significant value. In many of our parish churches the architecture maybe significant as an example of 14<sup>th</sup> century Perpendicular design or may include a Norman arch. Such items are significant and will be valued by many visitors and architectural historians, but a Statement of Significance should also include hidden facts that are only known to the community but are significant to it. There is a church in north Suffolk where a particular worshipper regularly attended for 75 years. The woman always sat in the same pew and it became known as Bertha's Pew. This fact is not mentioned in any of the books on Suffolk churches but is as important to the local community as are the memorial brasses in the chancel. A Statement of Significance should include reference to such items of interest.

### Who writes the Statement?

It is easy to try and find a volunteer or to ask someone to write a Statement of Significance but it should be written by more than one individual so that no information is missed. If you have a children's church or youth group ask them what they feel is significant about the church and include it in the Statement. Most churches have a guide book and this is often a good start for information on the architectural features of the church. Some architects are including a brief statement of significance in their quinquennial inspection reports. There are many other sources of information on church buildings in Suffolk and some are listed at the bottom of the page, but what makes the Statement personal to the PCC and the wider community is the addition of examples like the pew mentioned above.

### Is there any help available?

There is an example of a model Statement of Significance on the Diocesan website and paper copies are available from the Secretary of the Diocesan Advisory Committee. However, one model cannot fit for every situation and you must feel able to discuss the document within the PCC and adapt it for your local needs. The diocese is encouraging each PCC to write a Statement of Significance for their church

### Further Reading / Contacts

The Buildings of England – Suffolk: Nikolaus Pevsner  
 The Popular Guide to Suffolk Churches (in three volumes): D P Mortlock  
 Suffolk Churches: H Munro Cautley  
 Simon's Suffolk Churches website: [www.suffolkchurches.co.uk](http://www.suffolkchurches.co.uk)  
 DAC Secretary: [www.stedmundsbury.anglican.org](http://www.stedmundsbury.anglican.org) 01473 298533

