

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

**Introduction of a chair lift to the steps on the left hand side of the altar.**

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

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 London

In the parish of St John at Hampstead

Church of St John-at-Hampstead, Church Row, Hampstead

Petitioners:

FULL NAME*	RESIDENTIAL ADDRESS* (including postcode)	OFFICE HELD*

*\*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.

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).

**A. PROFESSIONAL ADVICE**

*Please answer this section in every case*

1. Has the architect or surveyor appointed under [section 45 of the Ecclesiastical Jurisdiction and Care of 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?

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

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**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?

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*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? 

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b. Who has estimated this cost?

c. [Are the proposals wholly to be paid for from a source 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 

£	
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ii. gifts/legacies 

£	
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iii. grants or fund raising 

£	
£	

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.

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.

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.

**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 yes, please include any advice received.

c. Is an archaeologist to be involved and to be given facilities for inspection and recording during the course of the works of excavation or works to the fabric? Yes  No

**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 by voluntary labour? Yes  No
- 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.

**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
_____	_____	_____
_____	_____	
_____	_____	
_____	_____	

**I. TIME FOR WORK**

*Please answer this section in every case*

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

\_\_\_\_\_

\_\_\_\_\_

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

17. a. Will it be necessary to hold public worship in another building while the work is being carried out? Yes <input type="checkbox"/> No <input type="checkbox"/>	
b. If yes, has the Bishop consented to alternative arrangements for public worship? Yes <input type="checkbox"/> No <input type="checkbox"/>	

**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 \_\_\_\_\_ passed unanimously / without dissent / by a majority of \_\_\_\_\_ to \_\_\_\_\_ among those present and voting a resolution relating to the works or proposals. A copy of the resolution signed by the chair / secretary is included with this petition. There are \_\_\_\_\_ 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:

Date:

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