

**DIOCESE OF YORK**  
**THIS CHURCH, ITS FIXTURES, FURNISHINGS AND CONTENTS**  
**AND THE CHURCHYARD**



His Grace the Lord Archbishop of York and the Chancellor of the Diocese wish to draw to the attention of all concerned the following facts:-

1. Our churches and churchyards, both ancient and modern are a valuable possession, and in most cases have been handed down to us by many generations of the local Christian community. Good pastoral care of a parish involves taking a long-term view of the church building and its surroundings as an instrument of worship and mission. Nothing should be introduced into a church which is not thoroughly good in itself and suitable to its situation. This applies not only to structures, but equally to ornaments, monuments, furniture, decorations, lettering, lighting and heating, musical and audio visual equipment, textiles and fabrics and other moveable items. Even the simplest things should not be commissioned or purchased without obtaining expert advice. Good designs need cost no more than bad. Where a PCC is considering using its funds, the priority should always be the good maintenance of the building, churchyard and curtilage, before the introduction of ornaments or other desirable but non-essential items.
2. Before any repairs, alterations, additions or re-ordering affecting a church or churchyard can be undertaken, the law requires that a faculty must be obtained from the Chancellor of the Consistory Court of the Diocese (unless the work falls within List A in the Faculty Jurisdiction Rules 2015. Works falling within List B of those Rules requires the written permission of the Archdeacon). Forms of petition for a faculty can be obtained from the DAC Secretary or the Registrar.
3. Memorials disproportionate in scale and unsuitable in material or bearing unsuitable inscriptions can ruin a churchyard. The erection of a memorial in a churchyard, being on consecrated ground, requires a faculty. However, the Chancellor has delegated authority to give permission for memorials which fall within certain guidelines to ministers having responsibility for churchyards. These guidelines are set out in the Diocesan Churchyard Memorial Regulations 2018. Memorials which are outside these Rules may only be authorised by faculty. If there is any doubt about the suitability of a design the minister should consult with the DAC Secretary.
4. The Diocesan Advisory Committee for the Care of Churches (DAC) advises the Chancellor and the Archdeacons on petitions submitted to them and also advises parishes on proposed works. All petitions should be sent to the DAC Secretary. A lead-time of at least three months should be allowed for consideration of the petition by the Committee, for public notice and for a decision from the Chancellor.
5. **No work may be put in hand or contract placed before the faculty has been granted.**
6. To avoid disappointment and confusion and subsequent delay, the advice of the DAC should be sought before a parish makes a final decision about that for which it will seek a faculty; and advantage should be taken of the Committee's willingness to give help at any time in the preliminary stages before a petition for a faculty is submitted. Members of the Committee are prepared to visit churches and to meet with representatives of parishes and other interested parties, by arrangement.

*The DAC Secretary is Mrs. Catherine Copp, Diocesan House, Amy Johnson Way, Clifton Moor, York YO30 4XT Tel: 01904-699523*

*The Registrar is Mrs. Louise Connacher Diocesan Registry, Stamford House, Piccadilly, York, YO1 9PP Tel: 01904-623487*

**Stephen Ebor**  
**Lord Archbishop of York**

**His Honour Canon Peter Collier QC**  
**Chancellor of the Diocese**

**EPIPHANY 2009**  
**(Revised October 2020)**

*Stephen Ebor*

*Peter Collier*