



DIOCESE OF WINCHESTER ADVISORY COMMITTEE FOR THE CARE OF CHURCHES

A meeting of this Committee will be held in the **Sumner Room** , **The Diocesan Office, Old Alresford Place, Alresford, Hants S024 9DH**, at 2.15 p.m. on **Wednesday 18 January 2012**.

Members are entitled to reclaim expenses incurred in travelling to meetings and parking. Forms are available from the Secretary at the meeting.

DAC office contact: Fax: 01962 737358
Tel: 01962 737306 catherine.roberts@winchester.anglican.org
Tel: 01962 737322 wendy.harris@winchester.anglican.org

Mrs Catherine Roberts
DAC Secretary

12 January 2012

AGENDA AND BRIEF

Prayers

1. Apologies for absence
2. Declarations of Interest and Minutes of meeting held on 14 December 2011
3. Matters arising from the minutes
4. New petitions for full committee (papers attached)
5. New petitions sent to standing committee
- 5a. New petitions sent to sub-committees
6. Site visits
 - a) Site visits completed
 - b) Site visits arranged
 - c) Site visits for which sub-committees are to be selected
7. Matters awaiting process by sub-committee
8. Matters processed by sub-committee for information
9. Any other business
10. Date of next meeting: **22 February 2012 at 2.15 pm**
in the Sumner Room at Old Alresford Place



DIOCESE OF WINCHESTER ADVISORY COMMITTEE FOR THE CARE OF CHURCHES

MINUTES OF THE DIOCESE OF WINCHESTER ADVISORY COMMITTEE FOR THE CARE OF CHURCHES

A meeting of this Committee was held in the Sumner Room at Old Alresford Place at 2.15 pm on Wednesday 14 December 2011.

Present: The Revd Canon Michael Anderson (Chairman)
Lt Colonel N Newman (Vice Chairman)
Lady Calcutt JP
Mr Michael Carden
Mr Nick Carey-Thomas
Mr Simon Cramp
Mrs Alison Davidson
Mr Philip Gunner
Mr John Hardacre
Mr Peter Hoadley
Mrs Anne Osborne
Mr Jeremy Poll
Mr Chris Reading
Mr Mike Ricketts
Mr Gary Seymour
Mr Phil Watts

Apologies: The Ven the Archdeacon of Bournemouth
The Ven the Archdeacon of Winchester
Mrs Judy Bishop
Mr Roy Bishop
Mr Richard Codd
Mr Simeon Cox
Mr Jeremy Poll
Mr Richard Whinney
Mr Jeffrey Williams

Observing: Mr Mike Dean – Ecclesiastical Insurance Group Consultant & Surveyor

In attendance: Mr Peter Liddiard – Representing The Chesil Theatre, St Peter's Church
Mrs Catherine Roberts – DAC Secretary
Mrs Wendy Harris – Pastoral Secretary

1. DECLARATIONS OF INTEREST AND MINUTES OF THE PREVIOUS MEETING

The Chairman opened the meeting in prayer and welcomed Mr Mike Deane, Consultant & Surveyor for the Ecclesiastical Insurance Group to the meeting as an Observer.

The minutes of the meeting held on 5 October 2011 had been previously circulated and were accepted as a true copy with an amendment in the attendance list to include Mrs Anne Osborne whose name has been omitted.

There were declarations of interest.

3. MATTERS ARISING FROM PREVIOUS MEETINGS

C004a/04/1426	WINCHESTER ALL SAINTS WITH ST ANDREW, CHILCOMB WITH ST PETER, CHESIL, ST PETER, CHESIL - REDUNDANT CHURCH	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c13	Mr Eric Sealy
<p>Case re-opened – Original case heard in 2004 and recommended for faculty approval was for works in conjunction with a major housing project by St John's Winchester Charity.</p> <p>Revised proposals received for major improvements to the theatre facilities and the creation of a new entrance foyer. Additionally an enquiry into the possibility of re-instating the original porch to the North door entrance.</p> <p>In September 2004 the DAC gave its "in principle" support to the original scheme. The current scheme differs from the original in that different internal accesses are created or removed in respect to the façade of the proposed Theatre foyer which faces the street and abuts the redundant church. The building as now proposed has had the ground level on site dropped to create level access between it and the redundant church but this means that the street level is higher and the access now requires steps and a ramp in a very small area. The front elevation roof line is now lower than previously proposed and requires steps and a ramp from street level into the building all to be achieved in a very tight area. Members expressed concern regarding the architectural details of the proposed façade as the roof does not relate to any other architectural style in the vicinity and the windows are very high and shallow. The proposal to re-instate a porch to the south side adjacent to The Soke will require justification. The DAC Secretary was asked to contact the applicants and advise them of the concerns of the DAC.</p>		

C108/10/3478	DOGMERSFIELD, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1843	Mr Richard Codd
<p>To remove and dispose of the current pipe organ installed in 1994 and replace with an Allen Electronic Organ and associated speakers.</p> <p>The Committee was instructed by the Chancellor to come to a recommendation regarding this matter which had been under discussion for more than 12 months and so they resolved to recommend the scheme for faculty application.</p>		

C266/10/3584	NEWNHAM WITH NATELY SCURES WITH MAPLEDURWELL WITH UP NATELY WITH GREYWELL ST NICHOLAS (NEWNHAM)	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	C12	Mr Duncan Wilson
<p>To consider a revision to the design and wording of the proposed plaque in line with suggestions by the DAC following the 20 July 20110 DAC meeting. To erect a memorial to the Royal Engineers who lost their lives in 1940 while dealing with an unexploded bomb on the railway line at Newnham.</p>		
<p>The Committee resolved to recommend the scheme for faculty application with a note that they suggested that the parish does not use superscript for the “th” after the 18 August in the finalised plaque.</p>		

C288/09/3051	OVERTON, ST MARY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	Medieval	Mr Rex Butland
<p>Site visited 9 April 2009 and again 19 April 2010. To improve access to the chancel by the creation of a dais and removal of the choir stall responds. Parish now considering dais at chancel steps instead.</p>		
<p>The papers for this case had not been received by a number of members and so the matter was deferred to the 18 January 2012 meeting.</p>		

C380/10/3535	WHERWELL, ST PETER & HOLY CROSS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	1856 - 1858	Mr Jeremy Poll
<p>The QI Architect has arranged a site visit post spire repairs for 30 Nov 2011 Phil Watts to attend for DAC and report back. Site visited by DAC Bells Advisor, Dr David Knight of the Cathedrals and Church Buildings Council and Mr Graham Pledger Bells Advisor to English Heritage on 23 November 2010 at 3.15pm to consider the listed bell frame and bells with a view to a potential future project of restoration and or enhancement.</p>		
<p>An update was provided by Mr Phil Watts DAC Bells Advisor following the recent on site meeting following repairs to the spire and investigations of the bells and their fixings. Phil advised the Committee that it is though possible that the bells do have the potential for “full circle” ringing provided that new fittings are installed beforehand and the DAC will await an application in due course from the parish.</p>		

4. NEW PETITIONS FOR FULL COMMITTEE

C051/11/3882	BOURNEMOUTH, ST FRANCIS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not Listed	1929 - 1930	Mr Columba Cook
<p>The disposal by sale of 185 chairs and replacement with 100 new blue upholstered Rosehill Stacking Churchill Deluxe chair with linking devices. The current chairs are uncomfortable and restrictive in terms of usage of the internal space for events such as a Taizé service or the Christmas Market when it is necessary to stack the chairs at the side of the church.</p> <p>In 2004 the wooden chairs were replaced in the Lady Chapel and the Blessed Sacrament Chapel with blue upholstered chairs under Faculty 2089.</p>		
<p>The Committee resolved to recommend the scheme for faculty application.</p>		

5. REFERRALS TO STANDING COMMITTEE

C014/11/3863	ASHFORD HILL WITH HEADLEY, ST PAUL	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1845	Mr A Watson
<p>Awaiting return of completed trees petition etc. Lopping to 3 no. Yews and removal of a Holly bush.</p>		
<p>The Committee heard that the completed Trees Petition had been received from the parish but the Trees Management Plan upon which the works were to be based had not been received and so this was being requested from the parish before the matter may be passed to the DAC Advisor for consideration.</p>		

C269/11/3885	NEWNHAM WITH NATELY SCURES WITH MAPLEDURWELL WITH UP NATELY WITH GREYWELL	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c 12	Mr Gary Seymour
<p>Works to Yew tree (T1) adjacent to the roadside to crown lift it to 5.5mtrs over the road and then trim back to the fence line, crown lift it over the footpath and reduce wispy tips and crown lift to 2.2 mtrs over the grassed area. Works to Yew trees (T2 & T3) to crown lift both to a maximum of 1.5 mtrs to allow access for mowing also to sever ivy. All to be in accordance with the estimate by Redwood Tree Surgeons dated 4 Oct 2011.</p>		
<p>The Committee resolved to recommend the scheme for faculty application.</p>		

5A. REFERRALS TO SUB-COMMITTEES

C058/11/3878	BOURNEMOUTH, ST NICHOLAS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not listed	1971	Mr Keith Loveless
<p>To dispose by sale or gift, a redundant one-manual chamber pipe organ. The organ was purchased and installed in 1995 but is no longer used by the Parish who have installed a two manual electronic organ in around 2009.</p>		
<p>The Committee resolved to recommend the scheme for faculty application.</p>		

C081/11/3873	BURLEY, ST JOHN THE BAPTIST	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1839	Mr Columba Cook
<p>Works following lead theft to repair the roof link between the church and the new chapel</p>		
<p>This case had not progressed at this time as we are awaiting addition quotations for the proposed work from the parish. The Committee resolved to delegate this matter to Mr Michael Ricketts.</p>		

C111/11/3887	EAST STRATTON, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1885 - 1890	Mr Simeon Cox
<p>Repairs comprising of stripping north slopes of the roofs over the Nave and North Aisle and south slope over Chancel including lifting existing ornamental ridge tiles, fixing new breathable membrane and battens and retiling reusing ridges; piecing of stone lost from belfry openings using matching limestone, rebedding pinning and pointing weather stones forming the roof of the stair turret and pointing of open joints in gable parapets; repair of falling oak louvres in belfry openings; replacement of inadequate sized rainwater goods; alteration of existing catchpits; new trench and pipe to connect to outfall pipe; replace ground gutter at south of building with buried drain; internal repairs to include areas of failed plaster and render to be cut back and patched and redecorated; plus essential maintenance works to include decay in base of frame of porch, piecing stoolings at base of west window mullions, consolidating cracks in sanctuary step and repair/reconstruction of unstable south wall of churchyard.</p>		
<p>The Committee resolved to recommend this scheme for faculty application.</p>		

C265/11/3653	NEW ALRESFORD, ST JOHN THE BAPTIST	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c. 13	Mr Rex Butland
<p>The re-use of additional areas of the churchyard for re-burial. The Parish received faculty permission to re-use an area of existing burial plots under Faculty 2083 issued 26 January 2004.</p>		
<p>The Committee resolved to recommend this scheme for faculty application.</p>		

C279/11/3877	NURSLING WITH ROWNHAMS ST BONIFACE (NURSLING)	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	Saxon	Mr Gary Seymour
<p>To replace existing permission which was granted in August 2011 to replace existing lighting with a mixture of flood lights and spot lights. The current proposal is to replace the lights with Smart Flood lighting as per quotation from ALB Electrical</p>		
<p>The DAC Advisor has requested additional information which is being sought from the Parish and the Committee resolved to delegate the matter to Mr Chris Reading.</p>		

C309/11/3875	SHIRLEY, ST JAMES	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1836	Mr Michael Weakley
Additional 24" screen mounted on the platform side of pillar to be installed in the church for use by service leaders. To be the same as existing screen previously installed by DM Music for Churches		
The Committee delegated this matter to Mr Chris Reading.		

C343/10/3556	STOCKBRIDGE, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1866 - 1867	Mr Simeon Cox
To install a night storage heater in the vestry to replace the current wall heater which is broken. Also to install 2 no. additional spot lights above the pulpit area		
The Committee delegated this matter to Mr Chris Reading.		

C351/11/3844	SWAYTHLING, ST MARY, SOUTH STONEHAM	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	c 12	Mr Simeon Cox
To replace the current electrical installation and the introduction of a new scheme for lighting the church.		
The Committee delegated this matter to Mr Chris Reading.		

6. SITE VISITS

6A. VISITS COMPLETED

C318/10/3487	SOPLEY,ST MICHAEL & ALL ANGELS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c 13	Mr Rex Butland
<p>Site visit carried out 28 November 2011 to consider the refurbishment of the west end of the north aisle of the church to include the replacement of the existing kitchen facility, replacement of units and the re-housing of the electrical switchgear into a purpose made cabinet. The replacement of the area of timber flooring with clay tiles to match those previously laid in the south aisle. Relocation of the prayer boards from the west wall to a position closer to the south wall, removal of all superfluous items from the west wall and making good to the existing stone and partially rendered surfaces. All to be in accordance with the proposal by Rex Butland (Architect) ref no. 1019QI dated November 2011.</p>		
<p>In attendance the Archdeacon of Bournemouth, Mr Gary Seymour, the Pastoral Secretary & the DAC Secretary.</p> <p>The members were able to see the restrictions of the area at the west end and the limitations of the existing enclosed "kitchen/store". The proposal to refurbish the hospitality area, upgrade the services were warmly welcomed as it would also create better storage. In addition the parish wished to carry on the excellent works that they had undertaken on the south side of the west end by extending the floor finish to obtain a consistent approach and by disposing of items of furniture acquired over the years.</p> <p>The Sub-committee supported the scheme by Rex Butland and recommended it to the Committee.</p>		

C283/11/3858	ODIHAM, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	c 13	Mr Gary Seymour
<p>Site visited 12 December 2011 at 2.00pm to consider the introduction of sliding glass doors to the internal porch side of the internal doors to the church and the introduction of a new display and bookcase to a position on the north wall to the west end of the porch door. All to be in accordance with drawings 590/37 & 590/38 from Seymour & Bainbridge January 2011.</p>		
<p>In attendance the Archdeacon of Winchester, Mr Michael Carden, Mr Jeremy Poll, the Pastoral Secretary & the DAC Secretary.</p> <p>The sub-committee reminded the members that the church has two sets of porch doors and that the parish wished to keep both sets of doors open to encourage people to come into the church, but that they needed some form of barrier against cold and wind ingress. They were therefore considering a scheme by Mr Gary Seymour which proposed installing a set of glazed sliding doors to be created within the porch on the outer face of the inner doorway.</p> <p>The current proposal would potentially be very visible when viewed from the main path which rises up from the Square below and this was of concern to the sub-committee. The Architect had initially suggested a glazed internal porch but this had been rejected on the grounds that its footprint was too invasive but it was suggested that if the internal porch doors were kept permanently open, the foot print of the inner porch could be small enough to become viable, and the parish was encouraged to discuss this further with Mr Seymour.</p> <p>The positioning of the proposed display/bookcase was discussed and the members were content to recommend the introduction of this moveable item with comments, that the finished colour of the wood should ideally relate to that of the organ housing and be of a relatively light shade so as to be recessive, and that the pin board finish should be “baize” of a suitable shade rather than a “cork” board. This was to ensure that the finish of the unit would be of a comparable quality to the other recent works at the west end on which the Parish should be heartily congratulated.</p>		

C194/11/3789	HURSTBOURNE TARRANT, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	Late C12. C13 C15 restoration of 1853	Mr James Lunn-Rockliffe
<p>Site visited 12 December 2011 at 3.45pm to make permanent the relocation of 4 no. pews from the following experimentation with a Temporary Re-Ordering Licence granted in August 2010 10/3443.</p> <p>In attendance the Archdeacon of Winchester, Mr Michael Carden, Mr Jeremy Poll, the Pastoral Secretary & the DAC Secretary.</p> <p>The sub-committee was able to see the additional space created by the experimentation with the removal of 4 no. pews at the front of the nave under an Archdeacon's Temporary Re-ordering and felt that it enhanced the area. The difficulties remained regarding the treatment of the floor areas exposed by the removal of the pews and the final positioning of the re-located pews. On the south aisle there are a number of very short 2 seater pews which are not fixed to the floor or wall and which are often moved to accommodate baptisms, as the font is in that aisle. On the day of the site visit the north aisle was accomodating the 4 no. long re-located pews, a number of the short pews from the south aisle and its own pews, all orientated through 90 degrees to face south rather than east. By placing the short pews back into the south aisle and then moving the remaining pews so that the longest had their backs to the north wall and a second row was created in front of these of the medium sized pews, the aisle could be made to look more uniform. Members felt that this would be an acceptable longer term layout, given that the pews are all moveable.</p> <p>During the experiment with the pews the church had acquired a nave altar which the members felt was too insubstantial in its current form for the space. The altar was a gift and so the matter is delicate and the members therefore felt that the situation might be recovered by having a frontal made of a suitable material. This might relate to either the covering of the High altar or that in the Lady Chapel and the frontal would cover the altar on three sides. The altar could then be raised by placing two suitable blocks under the altar's legs to raise it, and a simple white "runner" cloth be laid over the altar.</p>		

6B. VISITS ARRANGED BUT NOT YET CARRIED OUT

NONE

6C. VISITS TO BE ARRANGED

NONE

7. MATTERS AWAITING PROCESS BY SUB-COMMITTEE

C044/11/3614	BOURNEMOUTH, ST ALBAN	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade B	1907 – 1909	Mr Keith Loveless
<p>STANDING COMMITTEE ITEM. Application to add extra panels of hardwood laminate faced plywood to the inside face of the organ loft balcony balustrade. Panels to be set off the screen by packing timbers to accommodate the mouldings to the handrail. Proposal is intended to address the health and safety issue posed by the gap between the existing balustrade and the handrail.</p>		
<p>Additional information is awaited from the parish to enable this scheme to progress.</p>		

C233/11/3879	LECKFORD, ST NICHOLAS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
.Grade II*	c 13	Mr Richard Ashby
<p>To introduce a memorial bench in to the churchyard to be gifted by Mr Kemp in memory of his wife Heather.</p>		
<p>Additional information is awaited from the parish to enable this scheme to progress.</p>		

C280/11/3857	OAKLEY WITH WOOTTON ST LAWRENCE, ST LEONARD	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c16 originally - rebuilt 1869	Mr Duncan Wilson
<p>Request for informal “in principle” agreement to enclose the font to create a sound desk.</p>		
<p>The principle of this scheme is supported by Mr Michael Carden and Mr Nick Carey-Thomas however they require a working drawing of the proposed construction prior to making a recommendation and suggest that the cover would be acceptable in Pine provided that the wood was selected to have no knots.</p>		

C283/11/3886	ODIHAM, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	c 13	Mr Gary Seymour
The creation of a new display unit to be located onto the north wall to the west side of the internal porch doors. To be created in solid oak units from IKEA		
Please see section 6A Site visit reports page 12.		

C289/10/3446	OVINGTON WITH ITCHEN STOKE, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	1856	Mr Rex Butland
AWAITING TENDERS from parish before releasing Faculty application documents Working with QI to obtain satisfactory paperwork to allow to proceed to Faculty application. Works to address storm damage to timbers below the towers, and the introduction of a section of gutter to the tower, to take rainwater into the nave rainwater system.		
The principle of the proposed scheme was supported by Mr Michael Carden & Mr Nick Carey-Thomas however the parish has been asked to provide copies of the estimates received prior to a DAC certificate being produced.		

C325/11/3845	SOUTHAMPTON, ST DENYS, PORTSWOOD	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1868	Mr Gary Seymour
<p>AWAITING PARISH confirmation to the DAC Office that they withdraw the application except for the proposed works to the handrail.</p> <p>Request to remove a section of non-sounding organ pipes and the framework on which they are supported from the arch between the chancel and the organ chamber at the top of the north aisle and their disposal by sale or gift for re-use. The introduction of an Oak lectern originally from Shirley, St James church (removed under Faculty 3165). The shortening of the handrail to the pulpit by removing the final section, this is required as the bottom step to the pulpit is covered by the floor of the dais and the handrail therefore extends across an area of flooring and is a hazard. The removal and disposal by sale of gas pipe work made redundant when electric lights were installed in 1903, redundant electrical conduit from the inter war period and redundant wall light brackets. The introduction of an Icon to be fixed onto the side of the organ casing.</p> <p>The works to the handrail were supported as being essential however the remaining items were queried as to their necessity. The Archdeacon of Bournemouth agreed to speak with the parish with regard to these matters and to advise the DAC Secretary of the outcome of these talks.</p>		

C377/11/3880	WESTON, HOLY TRINITY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1865	Mr Michael Weakley
<p>Permanent removal of the remaining wooden pews which are no longer in use. Some of the pews to be broken up and the wood to be used to make a PA console. Remaining pews to be disposed of by sale, gift or destruction.</p> <p>The Committee resolved to recommend the scheme for faculty application.</p>		

C377/11/3881	WESTON, HOLY TRINITY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1865	Mr Michael Weakley
<p>To place a notice box 755mm wide x 585mm high on a pillar outside the church</p> <p>The Committee resolved to recommend the scheme for faculty application.</p>		

C393/11/3822	WOOLSTON, ST MARK	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1863	Mr Michael Weakley
<p>To create a refreshment area at the west end by the installation of 6 base units, 2 wall units, a water heater and work tops over the base units. This would also require breaking through the wall to provide a drainage pipe into the mains drainage system and electrical works. Units to be of a colour to blend with the wood in the area.</p>		
<p>A revised drawing is currently awaited following discussion between the parish and Mr Jeremy Poll at a site meeting on 26 September 2011.</p>		

8. MATTERS PROCESSED BY SUB COMMITTEE

C058/11/3878	BOURNEMOUTH, ST NICHOLAS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not listed	1971	Mr Keith Loveless
<p>To replace the original kitchenette in the linked Church Hall with an updated version</p>		
CONTRACTOR	Not advised	
COST OF WORKS	Not advised	
REFERRED TO & RECOMMENDED BY		Mr Mike Ricketts

C098/11/3870	COLBURY, CHRIST CHURCH	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1870	Mr James Lunn-Rockcliffe
<p>Survey of churchyard EAE application prior to carrying out drainage works in order to extend the grave space in the churchyard.</p>		
CONTRACTOR	Southampton Archaeology Unit	
COST OF WORKS	Not advised	
REFERRED TO & RECOMMENDED BY		Mr Dick Whinney

C117/11/3883	EASTLEIGH, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not Listed	1909 - 1910	Mr James Lunn-Rockliffe
Replacement with alternative material to a section of lead roof at the church. As the area of lead is vulnerable an application is made with the support of the QI Architect to replace with 3 layer Soprema High Performance felt system.		
CONTRACTOR	Elliotts Premier Roofing Ltd	
COST OF WORKS	£1,358.40	
REFERRED TO & RECOMMENDED BY		Mr Gary Seymour

C184/11/3884	WINCHESTER, HOLY TRINITY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	1853 – 1854	Mr Gary Seymour
To remove existing plastic guttering, downpipes and troughs and replace with aluminium powdercoated guttering, downpipes and troughs, to replace or refit missing and slipped slates - approx 20 no, and to investigate leak to north side of bell turret and carry out repairs as deemed necessary. All in accordance with quote from A P Property Services		
CONTRACTOR	A P Property	
COST OF WORKS		
REFERRED TO & RECOMMENDED BY		Mr Nick Carey-Thomas & Ad W

C186/11/3871	HOOK, ST JOHN THE EVANGELIST	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not Listed	1937 - 1938	Mr James Lunn-Rockliffe
Retrospective permission for repairs carried out to the external rendering of the Lady Chapel due to deterioration following last winter's bad weather.		
CONTRACTOR	Pooles	
COST OF WORKS	Not advised	
REFERRED TO & RECOMMENDED BY		Mr Mike Ricketts

C334/11/3860	WINCHESTER, ST LAWRENCE WITH ST MAURICE WITH ST SWITHUN-UPON-KINGSGATE ST LAWRENCE	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1449	Miss Louise Bainbridge
Replacement of the existing lighting installation to a scheme by James Morse Lighting Design to the Specification & Electrical specification Project No:112 dated 17.10.2011 and drawings JMLD 112/L/001, 112/L/002 & 112/L/004, The introduction of an additional Rectors' Board to be created in Oak to replicate the existing boards and to be located adjacent to the existing boards on the south wall which will necessitate the relocation of a number of small photographs or notices.		
CONTRACTOR	Not yet advised	
COST OF WORKS	Not yet advised	
REFERRED TO & RECOMMENDED BY		Mr Chris Reading

C371/11/3852	WEST ANDOVER, ST MICHAEL & ALL ANGELS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not Listed	1962 - 1964	Mr Chris Romain
Redecoration of the church interior in accordance with the quotation by Moores Maintenance		
CONTRACTOR	Moores Maintenance	
COST OF WORKS	£2,190.00	
REFERRED TO & RECOMMENDED BY		Mr Peter Hoadley

C396/09/2961	YATELEY, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	Norman/ re-built after fire 1979	Miss Louise Bainbridge
The creation of a display cabinet within the church to house approximately 40 patterned and a number of plain Medieval floor tiles. The display case to have an iron frame, safety glass and a marine ply backing and to be fixed to the floor via a chain and padlock . The tiles were lifted a number of years ago. The cabinet is to be located within the Chapel fixed onto the wall in an alcove beneath the stone sill of a leaded light internal window. This case originally included works to stabilise headstones in the churchyard but this has been dealt with under case 09/3234 under Faculty 3148.		
CONTRACTOR	The Mattingley Restoration Company	
COST OF WORKS	£1200 to £1500	
REFERRED TO & RECOMMENDED BY		Mr Michael Ricketts

9. ANY OTHER BUSINESS

A. To further consider the introduction of a check list for submissions

To consider suggesting to the Chancellor the introduction of a check list of documentation required for an application for Schedule B or Faculty application to be provided to parishes to improve the quality of information included in schemes. The views of the QI Architects to be brought to the meeting.

The DAC Secretary asked to defer the matter to the 18 January 2012 meeting as few responses had been received from the QI Architects at the date of the meeting.

B. To note DAC meeting dates for 2012

Enclosed

ADDITIONAL ANY OTHER BUSINESS

A.

C051/11/3903	BOURNEMOUTH, ST FRANCIS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not Listed	1929 - 1930	Mr Columba Cook
<p>Emergency Faculty application to replace the failing "Granwood"(woodchip and cement) floor tiles confirmed as being an issue in the latest QI report. Areas of the tiling to the floor is breaking up and becoming a trip hazard. The Parish wishes to remove all tiles make good the floor and then lay Travertine honed and filled tiles (colour being assessed at this time).</p> <p>The Parish also wishes as part of a wider scheme than the floor replacement to relocate the Font from the Baptistry near the West door to a position near the front pillar on the north side or otherwise centrally in the nave to ease usage.</p> <p>In addition the Parish wishes to improve the welcome into the church from the South door which is where most parishioners enter by removing the Pulpit and disposing of it by sale or gift.</p> <p>Request to delegate a decision on this to a member as this is an urgent Health & Safety matter.</p>		
<p>The members wished to understand why the floor had failed and asked the DAC Secretary to investigate the matter further with the parish.</p>		

B.

C372/11/3899	WEST END, ST JAMES	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1890	Mr Rex Butland
<p>Following improvement to the paths the church approved via Faculty 3113. Request to vary Faculty 3113 to permit the installation of 6 no. path lights along the length of the entrance path from the West End Road car park to the front corner of the path.</p>		
<p>To note The Chancellor has agreed to vary the faculty to allow the introduction of path lights.</p>		

C.

C291/10/3321	PENNINGTON, ST MARK	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1890	Mr Rex Butland
<p>To look at the possibility of building a new parish room on the churchyard, possibly as an extension of the church.</p> <p>Site visited 15 February 2010 – see copy of report attached DAC supportive of the principle of a linked extension at the rear of church.</p> <p>Parish requesting DAC “in principle” view of design concept.</p>		
<p>Members were reminded that this scheme has been under discussion since 2010 and that various sites of the potential extension had been discussed including an option on the front of the church.</p> <p>Members felt that the concept of the design did not relate well to the surroundings and setting and asked the DAC Secretary to convey this to the parish.</p>		

D.

C291/11/3906	PENNINGTON, ST MARK	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1890	Mr Rex Butland
<p>Emergency permission requested to address roof leaks above the vestry at the west end. Works to include replacement of the existing flat roof materials with a new wooden decking above the existing and lay new fibre glass resin & matting to the flat area, gulleys, upstands and outlets and supply and fit dark grey gritted top coat resin and re-dress lead flashing down over newly laid roof.</p> <p>Also to replace slipped tiles on high valley and above the boiler room, supply and fix new lead soakers under each slate and cut in new lead flashing to the wall and if required apply anti-vandal paint to the lower slate roof.</p> <p>All to be in accordance with the estimate by Harris Whitehorn Roofing Ltd</p> <p>Request to delegate a decision on this matter to a member.</p>		
<p>The Committee delegated the matter to Mr Michael Ricketts.</p>		

10. DATE OF NEXT MEETING – 18 January 2012 at 2.15pm in the Sumner Room at Old Alresford Place.

18 DECEMBER 2011 DAC AGENDA STARTS

3. MATTERS ARISING FROM PREVIOUS MEETINGS

C288/09/3051	OVERTON, ST MARY		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	Medieval	Mr Rex Butland	
Site visited 9 April 2009 and again 19 April 2010. Scheme to improve access to the chancel by the creation of a dais and the removal of the choir stall responds.			
CONTRACTOR	Scheme being devised by QI Architect Rex Butland	PREVIOUSLY CONSIDERED	20/04/2009 15/03/2010 12/05/2010 14/12/2011
COST OF WORKS	Not yet advised	REFERRED TO	Full Committee
	Documents sent to Full Committee with agenda		Mr Chris Reading & Mr Nick Carey-Thomas

4. NEW PETITIONS FOR FULL COMMITTEE

C180/11/3902	HINTON ADMIRAL, ST MICHAEL & ALL ANGELS		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II	c 18	Mr Columba Cook	
Upgrade of the 25 metre front path/approach to the church, with a solid strip suitable for wheelchairs, brides etc (at the moment it's muddy gravel).			
CONTRACTOR	Not advised		
COST OF WORKS	Not advised	REFERRED TO	Full Committee
PAGES	36 - 37		

5. REFERRALS TO STANDING COMMITTEE

NO NEW STANDING COMMITTEE ITEMS

5A. REFERRALS TO SUB-COMMITTEES

C001/12/3913	ABBOTTS ANN, ST MARY		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade I	1716	Mr Jeremy Poll	
<p>To make "sitters" for the pews in the church, to be made in red material and backed in blue material which has been donated. They will be piped round the top and bottom, and will measure about 19ft by 1ft, to be made as and when funds allow. They will be made by a local person.</p>			
CONTRACTOR	Not advised	REFERRED TO	Mrs Anne Osborne
COST OF WORKS	Not advised		

C001/12/3912	ABBOTTS ANN, ST MARY		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade I	1716	Mr Jeremy Poll	
<p>To fit new Chubb locks to the West Door and Belfry Door to match the lock on the Priest's door, the same key to fit all three doors.</p>			
CONTRACTOR	Lockmasters Mobile	REFERRED TO	Mr Nick Carey-Thomas
COST OF WORKS	£476.00 + VAT		

C050/12/3921	BOURNEMOUTH, ST CLEMENT		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade I	1871 – 1873	Mr Columba Cook	
Emergency repair at high level to broken louvre and possible slipping tile 6 Jan 2012 awaiting view of QI Columba Cook who is attending on site. Awaiting view of QI ref rectification works before referring to an Advisor.			
CONTRACTOR	Not yet advised	REFERRED TO	Not referred at this time
COST OF WORKS	Not yet advised		

C071/11/3892	BRANSGORE, ALL SAINTS, THORNEY HILL		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade I	1905 - 1906	Mr Columba Cook	
To replace existing 5 no. storage heaters, 2 of which are defunct, with 5 no. 1200 Watt low energy consumption heaters with inbuilt 24hr/7 day timer units			
CONTRACTOR	Not advised	REFERRED TO	Mr Chris Reading
COST OF WORKS	Not advised		

C078/12/3911	BARTON STACEY & BULLINGTON, ST MICHAEL & ALL ANGELS BULLINGTON, ST MICHAEL & ALL ANGELS		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	c 12	Mr Jeremy Poll	
To install a plaque to be sited in the bell tower commemorating the restoration of the three bells and also commemorating the Queen's Diamond Jubilee. The plaque to be Welsh slate to match an existing plaque and will measure 13" x 7"			
CONTRACTOR	Not advised	REFERRED TO	Mrs Anne Osborne
COST OF WORKS	£398.00 + VAT		Mr Peter Hoadley

C185/12/3919	PARISH OF THE RESURRECTION HOLYBOURNE, HOLY ROD		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	Medieval & c. 19	Mr Nick Carey-Thomas	
Enquiry as to the installation of a bell rope guide to a design by Whites of Appleton dated 8 September 2011 to manufacture a new eight-bell rope guide consisting of a steel circular hoop, complete with four steel supporting arms which are designed to be built into each of the four corners of the ringing chamber. Fit support rods to the top of the guide frame. All steelwork to be painted with three coats of exterior grade paint			
CONTRACTOR	Whites of Appleton	REFERRED TO	Mr Phil Watts
COST OF WORKS	£2964 plus VAT		

C230/11/3898	KNIGHTS ENHAM, ST PAULS CHURCH CENTRE		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Not Listed	1982	Mr Gary Seymour	
The introduction of a signage board on the outside wall of the Church Centre			
CONTRACTOR	Not advised	REFERRED TO	Mr Peter Hoadley
COST OF WORKS	Not advised		

C243/12/3920	LYMINGTON, ST THOMAS THE APOSTLE		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	c 13	Mr James Lunn-Rockliffe	
Introduction of a cupboard with shelves above to house hymn books to be located at the west end of the church.			
CONTRACTOR	Not advised	REFERRED TO	Mr Michael Carden
COST OF WORKS	Not advised		

C401/11/3893	WINCHESTER, ST MATTHEW ST PAUL		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II	1872 - 1910	Miss Louise Bainbridge	
Repairs and modifications to the hall roof at St Paul's church in accordance with plans prepared by Seymour & Bainbridge			
CONTRACTOR	Not advised	REFERRED TO	Mr Michael Carden
COST OF WORKS	Not advised		

6. SITE VISITS

6A. VISITS COMPLETED

NONE

6B. VISITS ARRANGED BUT NOT YET CARRIED OUT

C311/12/3918	SHOLING, ST MARY		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II	1866 – 1867	Mr Michael Weakley	
Site visit on Monday 23 January 2012 at 9.30am to look at replacing the roof tiles.			
DATE	23-Jan-2012	ATTENDANCE	The Archdeacon of Bournemouth Mr Peter Hoadley Pastoral Secretary DAC Secretary
TIME	9:30:00 AM		
STATUS	Site visit arranged		

C280/12/3914		OAKLEY WITH WOOTTON ST LAWRENCE, OAKLEY, ST LEONARD	
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	c16 originally - rebuilt 1869	Mr Duncan Wilson	
To look at a tomb in the church with a view to relocating it within the church to create a childrens' area which can double as additional seating when required.			
DATE	23-Jan-2012	ATTENDANCE	The Archdeacon of Winchester Mr John Hardacre Mr Nick Carey-Thomas Pastoral Secretary DAC Secretary
TIME	4:00:00 PM		
STATUS	Site visit arranged		

C294/11/3709		QUARLEY, ST MICHAEL & ALL ANGELS	
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	c 11	Mr Anthony Feltham-King	
Site visit arranged for 27 Jan 2012 at 2pm representing DAC Mr Michael Carden DAC Architect member & Mr Phil Watts DAC Bells Advisor, in attendance DAC Secretary. The relocation of the ground level" belfry" to a position to the south side of the church. The works would require the relocation of three headstones in the area.			
DATE	27-Jan-2012	ATTENDANCE	Mr Michael Carden Mr Phil Watts DAC Secretary
TIME	2:00:00 PM		
STATUS	Site visit arranged		

6C. VISITS TO BE ARRANGED

NONE

7. MATTERS AWAITING PROCESS BY SUB-COMMITTEE

C190/11/3905	HOUND NETLEY ABBEY, ST EDWARD THE CONFESSOR		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II	1886	Mr James Lunn-Rockliffe	
Improvement to tower roof access over bells by building a walk way and introducing two no. aluminium ladders. Works are required by last QI Inspection and have been agreed with the QI Architect.			
CONTRACTOR	Local labour	DELEGATED TO:	Mr Phil Watts
COST OF WORKS	£250.00		Mr Mike Ricketts
DATE REFERRED:	3/1/2012		

C280/12/3915	OAKLEY WITH WOOTTON ST LAWRENCE, OAKLEY, ST LEONARD		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	c16 originally - rebuilt 1869	Mr Duncan Wilson	
Disposal of redundant items of furnishing by sale, gift or destruction. Items include 1 pair of tall wooden candle sticks, one wooden eagle lectern, 1 no. wooden choir stand, 1 no. enclosed priest's stall, 1. no priest's chair and 1. no wooden two sided surround.			
CONTRACTOR	Not applicable	DELEGATED TO:	Mr John Hardacre
COST OF WORKS	Not applicable		
DATE REFERRED:	4/1/2012		

C398/11/3910	TOTTON, ELING, ST MARY		
LISTING	DATE BUILT	INSPECTING ARCHITECT	
Grade II*	Saxon	Mr Tim Sage	
Replacement of the gutter to the side elevation of the church which has been damaged in recent high winds.			
CONTRACTOR	GSL	DELEGATED TO:	Mr Peter Hoadley
COST OF WORKS	£897.60 inc VAT		
DATE REFERRED:	22/12/2011		

8. MATTERS PROCESSED BY SUB COMMITTEE

C063/11/3909	BOYATT WOOD, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Not listed	1991	Mrs Emma Gibbs
Introduction of 4 new altar frontals to be made by the church community		
CONTRACTOR	Congregation members	
COST OF WORKS	Not advised	
REFERRED TO & RECOMMENDED BY		Mrs Anne Osborne

C194/11/3900	HURSTBOURNE TARRANT, ST PETER	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	Late C12. C13 C15 restoration of 1853	Mr James Lunn-Rockliffe
Installation of roof protection system as per quote from E-Bound AVX Ltd.		
CONTRACTOR	E-Bound AVX Ltd	
COST OF WORKS	£4,577.16	
REFERRED TO & RECOMMENDED BY		Mr Chris Reading

C271/11/3874	NORTH BADDESLEY, ST JOHN THE BAPTIST	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c 11	Mr Gary Seymour
<p>Works to repair defective areas of floor. To include removal of pews as necessary and their reinstatement after works are completed, lifting of floor boards as necessary and refix, remove damaged joists and replace with sawn treated.</p> <p>To apply timber treatment to adjacent joists which are not replaced, but exposed during works. To lift small area of carpet adjacent to pulpit, cut out defective floor board and replace and refix carpet.</p> <p>All to be in accordance with the estimate by CBS Construction Limited reference IS/JS dated 20 September 2011.</p>		
CONTRACTOR	CBS Construction	
COST OF WORKS	£1408 & VAT	
REFERRED TO & RECOMMENDED BY		DAC Secretary

C283/11/3886	ODIHAM, ALL SAINTS	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	c 13	Mr Gary Seymour
The creation of a new display unit to be located onto the north wall to the west side of the internal porch doors. To be created using a combination of solid oak units from the IKEA and existing cupboards and display units to a submitted design our ref C283 Drawaing 1.		
CONTRACTOR	Local craftsman	
COST OF WORKS	£2000 approx	
REFERRED TO & RECOMMENDED BY		Mr Michael Carden

C291/11/3906	PENNINGTON, ST MARK	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1859	Mr Michael Weakley
Roof repairs to be carried out as per quotation form Harris Whitehorn Roofing Ltd		
CONTRACTOR	Harris Whitehorn Roofing Ltd	
COST OF WORKS	£995.75 + VAT	
REFERRED TO & RECOMMENDED BY		Mr Mike Ricketts

C330/11/3891	WINCHESTER, ST BARTHOLOMEW, HYDE	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	c 13	Mr Gary Seymour
To reset York stone ledger outside the east window, works to include lifting one side, cleaning off the old mortar and rebedding on new mortar to match as closely as possible as per quotation from Blackwell & Moody Ltd.		
CONTRACTOR	Blackwell & Moody Ltd	
COST OF WORKS	£162.00 + VAT	
REFERRED TO & RECOMMENDED BY		Mr Mike Ricketts

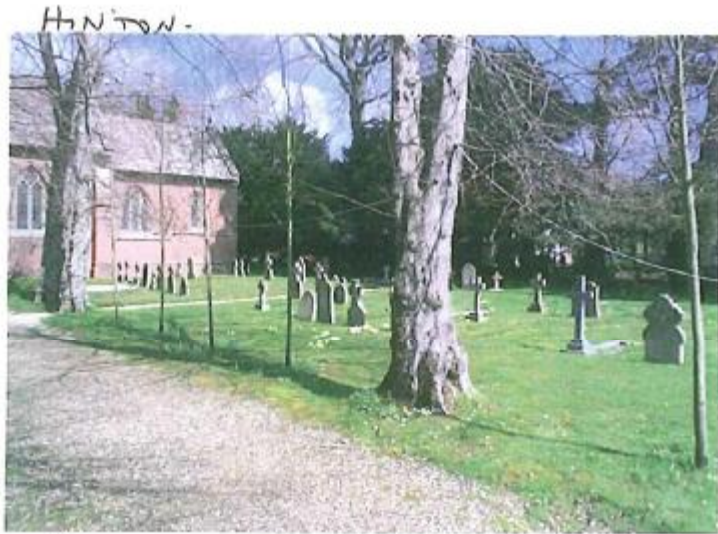
C366/11/3908	TWYFORD, ST MARY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II*	1875 – 1878	Mr Eric Sealy
Remedial works to the large square hopper serving the valley between the Lady Chapel and the Chancel which has dropped away from the wall and is allowing water to run down the face of the building. Works to be in accordance with the directions of Simeon Cox of Stephens Cox Associates dated 2 December 2011 job no. 1097.		
CONTRACTOR	Not advised	
COST OF WORKS	Not advised	
REFERRED TO & RECOMMENDED BY		Mr Peter Hoadley

C377/11/3881	WESTON, HOLY TRINITY	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade II	1865	Mr Michael Weakley
To place a notice box 755mm wide x 585mm high on a pillar outside the church		
CONTRACTOR	Not advised	
COST OF WORKS	£173.00 + VAT	
REFERRED TO & RECOMMENDED BY		Mr Mike Ricketts

C384/12/3917	WIELD, ST JAMES	
LISTING	DATE BUILT	INSPECTING ARCHITECT
Grade I	c 1150	Mr Nick Carey-Thomas
Interior work to the nave which continues nave work carried out under Ref. C384/09/3091. These works come with the approval of the QI architect		
CONTRACTOR	J Taylor Building	
COST OF WORKS	£3,600 + VAT	
REFERRED TO & RECOMMENDED BY		Mr Michael Carden

NEW PETITIONS FOR FULL COMMITTEE

C180/11/3902 HINTON ADMIRAL, ST MICHAEL & ALL ANGELS



PRESENT FINISH ON MAIN PATH.

PROPOSED: BUFF COLOURED CONCRETE
SLABS OVER SUITABLE



FOUNDATION

HINTON

Outline Specification - Saint Michael's Hinton - Church path

Based on a suitably prepared foundation (scalpins etc) and secured with cement, the provision of buff-coloured, "riven" (slightly rippled non-slip) concrete slabs.

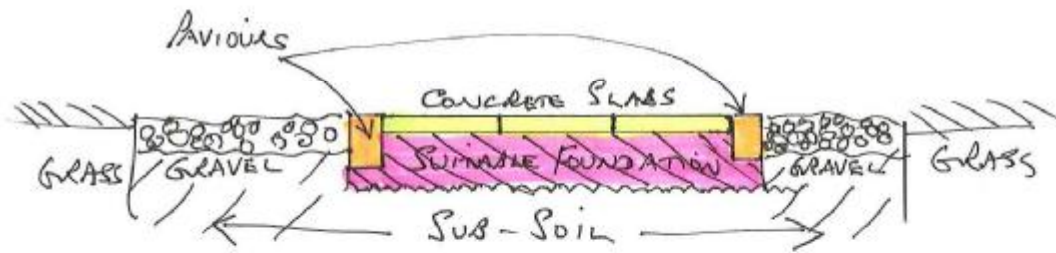
The path to run from the Lych-Gate to the church steps (see photograph).

Edges to be defined by suitable coloured paviours, to delineate the edges without providing a trip-hazard.

Existing gravel to be retained either side of the hard path.

Total width of hard path to be 1.4 metres.

Approximate cost: £3,000 plus VAT



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