

Supporting Documentation

Mellor St Thomas - Porch

Note to parish

This bundle includes all the supporting documentation to your faculty application as required under Rule 5.5 of the Faculty Jurisdiction (Amendment) Rules 2022.

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Caroline Hilton, DAC Secretary



6 June 2023

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

Removal of inner porch at St Thomas' Church Mellor - we propose the necessity of removal of this temporary structure in our porch entrance at a time when plans for the refurbishment of the porch were being made.

The structure was taken down between 28 Sept and 25 Jan 2021 and disposed of summarily.

Work was carried out by Peter Lowe Construction Ltd to make good walls and floor soon afterwards and walls were re-painted by volunteers to a good finish.

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

Ref: 2021-067624
Diocese: Chester
Created By: Dr William Heijbroek
(26/11/2021)
Status: Notification of advice

Church: Mellor: St Thomas
Archdeaconry: Macclesfield
Contact Tel.: +441614273241

Statement of Significance

The file has been uploaded separately.

Section 1: The church in its urban / rural environment.

1.1 Setting of the Church

St Thomas' on the hill at Mellor has its unique place in English history. The Saxon standing stone cross in the churchyard is evidence of the earliest Christians living in the area. From the early 14th century when the first stone tower was constructed, through medieval times, the industrial revolution, to the post industrial revolution economy of today, St Thomas' church, Mellor, can be described in the context of its role in the community.

St Thomas' Statement of Significance, Michael Benford-Miller, 2008 (extracts)

1.2 The Living Churchyard

St Thomas' Church, Mellor lies at an altitude of 220 metres on the site of an Iron age hill fort. The original churchyard occupied a small area to the south and east of the church. It was extended between 1780 and 1872, and the new churchyard, beyond the tower, was opened in 1932. In 1992 St Thomas' PCC decided to adopt the Living Churchyard Project, which aims to encourage the conservation of wildlife while continuing to ensure a dignified setting for the church and a peaceful environment for burial, prayer, and contemplation.

A Year in Mellor Churchyard, Anita Partington, 2001

1.3 Social History

The present building has undergone many and significant changes for a small parish church in the last 300 years. These changes have reflected the changes in the fortunes, social structure and size of the worshipping community rather than developing architectural styles of church building.

Mellor Church was first a chapelry (Chapel of Ease) in the large Parish of Glossop in the County of Derbyshire and Diocese of Lichfield. In 1884 the Lichfield Diocese was split and St Thomas' became a parish under the care of Southwell. A hundred years earlier there first existed a need to accommodate an increasing congregation and a non-conformist ministry, evidenced by galleries that were constructed and a three-decker pulpit on the north wall installed in 1783.

However the increase in the population and the movement for religious equality put new pressures on the State and Church of England, and by the end of the 20th century not only had the population moved to the cities but there had been a major increase in the number of non-conformists who moved away from the established church. At the start of the Southwell tenure parts of the gallery and the three-decker pulpit were removed. It must be assumed that there was no longer the need to accommodate a large congregation. Thus by 1885 the internal layout of St Thomas' had been returned to near its original form and worship would have accommodated the evolution towards the more ritualistic Anglo-Catholic movement that emerged from 1833 onwards.

Changes to St Thomas' church buildings have followed this direction and responses to changes in the community the church serves have been accommodated without significant redirection of the functionality of the building. The congregation has, in recent years, supported and financed many additions to the structure, fabric and furnishings of the church.

St Thomas' Statement of Significance, Michael Benford-Miller, 2008
A Brief History of Mellor Church, Anne Hearle, <https://mellorchurch.org/history/>

1.4 The church building in general

The church of St. Thomas, Mellor stands on the west end of the spur which forms a part of Cobden Edge. The site is open on three sides with an open aspect to the Irish Sea. The site dominates the area the church being visible from some distance.

The site is known to be Neolithic and there is record of Saxon foundations. Original estimates as to the time of appearance of a place of worship at Mellor is confidently put as the early fourteenth century. The tower as seen today dates from the 15th century and the main walls to the nave were rebuilt in 1800-1830 and it is known that there were galleries in the building before that date but it was these that damaged the walls causing their replacement.

Quinquennial Inspection Report, Randfield Associates, 2017

1.5 The church building in detail

The church is sited on an historic site on the brow of the hill on a rocky outcrop and it is, therefore, assumed that most of the church is founded on the rock though some parts may have been built on earlier building foundations.

The porch has a fine ashlar front of large smooth stones. The sides are of much small rock face stone (similar to the main body of the church) laid as the church is on a slight cant.

The entrance lobby has a concrete floor, white walls, and a well-lit noticeboard. Traditionally the inner structure of side door and tracked swivel entrance was made in hard wood with a mahogany finish. The style of structure was made to match the newer pews and was installed around the Edwardian period.

The church has a tower which has been extended and altered over the years. It is square and is sited at the west end of the church.

The main body of the church has a central flagged isle with raised timber platforms on each side, which are the pews. It is believed that there are tombs etc below the floor and some remains of the bronze age fort.

The windows and glazing are generally in good condition. The East Window has recently been cleaned and repaired.

Quinquennial Inspection Report, Randfield Associates, 2017

1.6 Contents of the Church

The nave and chancel are uncluttered with few ornaments, embellishments and memorials. The simple white walls and lack of architectural decoration help to focus on the few features that give the church its special character.

These include the sandstone font, late Saxon or early Norman, which pre-dates the present church and is crudely incised with figures and animals, and a small hexagonal pulpit carved from the trunk of an oak tree, believed to be from 1340, the oldest in England.

The east window is in three panels, the central one depicting Mary with the infant Christ is simple and traditional with strong colours which adds to the focus and light of the chancel.

More recent additions include a small stained glass window in the east nave wall designed by William Whittam, artist, sculptor and a churchwarden, depicting Christ the Light of the World over the green and blue colours representing Mellor; and two bronze sculptures the first a figure of mother and child by the Edinburgh sculptor Vincent Butler, cast in 1993 in memory of Ethelda the wife of Rev Robin Phillips and the second a Pietre [sic] in memory of Miss Wood a benefactor of the church. The stained-glass window in the north wall of the chapel, behind the Mander pipe organ, depicts the soul's journey through death to life with God. Its colours are carried down into the chapel altar cloth, which was embroidered by members of the congregation.

St Thomas' Statement of Significance, Michael Benford-Miller, 2008

1.7 Significance for mission

The more that people, who enter the church through a newly renovated porch, feel welcome and included, the more they are better disposed to ponder the church's significance and be lead on the path of faith.

Section 2 : The significance of the area affected by the proposal.

2.1 Identify the parts of the church and/or churchyard which will be directly or indirectly affected by your proposal.

The proposal covers retrospective removal of the porch inner screen structure and tracked swivel ‘middle door’ and follow-up renovation of the whole porch area. The area effected will, be the entrance to the nave of the church from the exterior South door through to the interior door and the whole porch area.

2.2 Set out the significance of these particular parts.

Traditionally the purpose of a church porch is to protect from the weather. At St Thomas’ south prospect at the centre is the porch of 1815. For those moving into the church building the simple white walls and lack of architectural decoration help the visitor to focus thoughts and to prepare to explore the church’s special character. Inside lie the ancient sandstone font, the gnarled oak pulpit, and several beautiful stained-glass windows, ancient box-pews and engaging sculptures. The entrance is marked by a fine hardwood door with the sign affixed ‘Welcome Visitor’.

Section 3: Assessment of the impact of the proposals

3.1 Describe and assess the impact of your proposal on these parts, and on the whole.

The inner screen, constructed in the early 20th century, was intended to mitigate draught disturbance within the nave due to draughts entering when the outer door was held open especially during weddings and funerals. It was a structure that never quite eliminated the problem of draughts as modern brush draught excluders hadn’t been invented.

Several disadvantages of the structure that has impinged on a modern-day congregation was that the inner porch entrance appeared clunky and ‘closed’. Access and exit via the inner door would always be restricted and possibly be illegal according to disability law and the recent fire regulations.

Removal has improved the appearance of the inner porch entrance by making the area more spacious. Taking down of the screen has improved wheelchair access to the church.

An additional impact is improved safety standard of the inner door which is a main exit from the nave in case of fire.

Disabilities Discrimination Act, 1995

The Regulatory Reform (Fire Safety) Order 2005

3.2 Explain how you intend, where possible, to mitigate the impact of the proposed works on the significance of the parts affected and the whole.

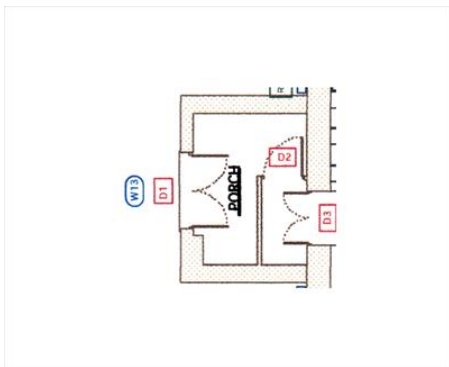
The proposals involve taking the structure down, removal and making good the surrounding walls and floor. The impact of increased draughts passing through the porch into the nave will be mitigated by installing modern brush draught excluders to the bottom and sides of both the inner and outer doors and a door closer to the outer door.

The floor is reinstated using granolithic concrete. The large voids created in the walls by removal of the screen is filled with stonework and the remainder with bonding plaster, skimmed and re-painted white.

Sources consulted

St Thomas' Statement of Significance, Michael Benford-Miller, 2008 (extracts)
A Year in Mellor Churchyard, Anita Partington, 2001
A Brief History of Mellor Church, Anne Hearle, <https://mellorchurch.org/history/>
Quinquennial Inspection Report, Randfield Associates, 2017
Disabilities Discrimination Act, 1995
The Regulatory Reform (Fire Safety) Order 2005

Plan



Interior



Exterior



Ref: 2021-067624
Diocese: Chester
Created By: Dr William Heijbroek
(26/11/2021)
Status: Notification of advice

Church: Mellor: St Thomas
Archdeaconry: Macclesfield
Contact Tel.: +441614273241

Statement of Needs

General information

Our credo at St Thomas' Mellor affects the things we do and for most of us this is a way of life, a journey, a relationship with God, a way of seeing one's own story as part of the greater story of the world, a view of the mysteries of life and death in the light of Jesus Christ.

Most of our services are focused on a particular way of remembering the life of Jesus. In Mellor we refer to the main Sunday morning communion as 'Eucharist' which can be the 8.30 am 'said' service or the 10 am family choral service.

Other services include morning and evening prayer and monthly choral evensong.

Normal liturgical practice at Mellor follows Holy Communion Order One, the Revised Standard Version of the Bible and hymn settings based on Ancient and Modern 2013 with a robed SATB choir and traditional English pipe organ. The liturgy at choral evensong uses the Book of Common Prayer.

Normal attendance for our 10 am Sunday morning eucharist averages around 65 in the congregation but for the major Christian festivals considerably more. Our popular Crib Service held in the week before Christmas regularly attracts upward of 200 over two sessions. Attendance figures are available from the churchwardens.

Christianity in Brief, by Peter Jenner (past vicar of Mellor), 2008 (extracts)

What is needed?

The elevation of the building on the first major hill between valley and moorland predisposes St Thomas' to windy weather. As such the porch is susceptible to weather damage including draught. In the early 20th century an inner screen and side opening door was constructed to stop gusts of wind entering the nave through the open outer door particularly during funerals and weddings. To take a coffin, part of the screen could be swung open on a tracked assembly set in the floor. The construction of the screen was of hardwood with opaque glass panels. At some stage a corrugated plastic roof was added to the screen, but it's not sure whether this was original or a replacement for a damaged wooden roof.

The overall furnishing of the porch has never been seriously considered. A noticeboard was installed with lighting above and an umbrella stand was kindly donated which carries a church umbrella in case of sudden downpours. Otherwise, this was generally an ignored space.

At St Thomas' we are called to serve our community and work for justice and peace in the world, while we strive to be inclusive and accepting, to be outward facing and diverse in our approach, to value our worship, fellowship, music and welcome. This continues to be our mission statement today. St Thomas' PCC had in June 2017 agreed in principle to some alterations to the porch, which was seen in its dark and convoluted entrance as contrary to a new welcoming stance of the church. Thus, the need to make changes in the porch slowly evolved under the guidance of a new sub-committee, the Communications Group.

What was needed was a complete re-think of the purpose of the space between the outer and inner doors. An area of approximately 12 sq m needed to be improved and made more congenial, comfortable, and inviting. It had been noticed over the years that walkers sometimes take refreshments in the porch while passing and view the church as a convenient stopping off point. By raising by standard of furnishing, installing more seating, and changing the inner door panels from opaque glass to clear glass, the visitor will be more readily encouraged to enter the church. The areas of improvement after removal of the screen were therefore the walls, floor, decoration and type and style of a new inner door.

PCC adopted Mission Statement, Feb 2016

The proposal

Why the proposal was chosen?

In a conversation at St Thomas' church between PCC member David Ackroyd and Archdeacon Ian Bishop in 2019, it was remarked that the inner screen of the porch was best removed. Thus a vision of a clearer physical space leading to a more welcoming church was born.

The Communications Group has since reiterated its position to bring the church forward to become a more open and inclusive community by encouraging visitors to dwell and linger a while in the building, to enjoy the special atmosphere, to pray, and to leave refreshed. This could be demonstrated by the proposal to improve and make the porch more welcoming.

What is the impact on the building and what steps have been taken to minimize the impact?

There will be no impact on the exterior of the building. Removal of the inner screen will result in a slight increase in draughts when the inner and outer doors are opened on windy days. This has been mitigated by draught proofing the inner and outer doors and installing door closers.

Explanation of how the proposed works are desirable.

The proposed works are in two parts; firstly the removal of the inner screen, side-door, middle door including steel track, and making good the surrounding walls and floor, and secondly improving the look of the porch. We hope that the visitor will notice a clean, pleasantly lit space, where they can gain information from the noticeboard, sit for a while on the benches provided, and be enticed to go through the new inner door to further explore the building while the church is empty. More visitors who dwell and stay for a while, will realize hopefully that the church is forward looking, welcoming and sacred space in which one can find, fellowship and a refreshment of spiritual needs.

Why?

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Justification

Current and future needs

Since the COVID pandemic the paths running through Mellor have been used more frequently. One popular path with walkers and ramblers runs up the hill from the West to meet the church, running alongside and passing directly in front of the church porch. One of the church's outreach needs is to attract visitors whether they be casual walkers or those with more direct purposes. Investing in improving the entrance will compliment an open door policy during the daylight hours.

Fire regulations have become more stringent lately. The disposal of the inner porch has removed potentially flammable material from the porch. The proposed new door will be a main fire exit door. A new single, outward opening door is the best solution.

The culture of improved access to public spaces for the disabled has not up to now been a consideration while the old screen and double door entrance was in place. Removal of the screen and double doors will improve access to wheelchair users.

Impact on the building

There will be no impact on the exterior of the church building.

On entry to the new refurbished porch the visitor will notice a well-lit clean space with the existing lighting. The floor will be clean and even with a non-slip surface. Two benches on opposite walls will give ample seating. A new noticeboard will give relevant and up to date information. With the outer door closed, the space will be free of draught. Access to the nave will be through the new door with a closer that can be stopped open. From the nave, the new door will appear lighter in color and offer a view through clear glass panels to the porch itself.

Evidence of support

Our sides people will have extra visibility through the clear glass panels to prepare to receive people as they arrive, before and during the service. This has been generally approved.

A survey of 50+ of our congregation during 2021 showed that a new door would be their top choice (45%) whereas dry-lining walls was also a top choice (39%) but also a least popular choice (38%). It was generally agreed that a new floor treatment and redecoration of the walls was necessary. A new version of the lighting, using a suspended lighting raft, was the least popular option (16%).

Since the last PCC meeting that met to discuss the porch project, it was decided that the project should go ahead without a new version of the lighting, this being the least popular choice during the survey. The possible need to modify existing lighting would be then be reassessed once the renovation work, following removal of the old screen and involving a new floor and door, had been completed, so as to judge more easily what was needed and appropriate in the new porch.

DRAFT

Report to Mellor PCC on 29 April 2019

Making the Church Building More Welcoming – Church Porch

The PCC in June 2017 agreed in principle to some alterations to the Porch. The purpose was to make better use of the space and encourage visitors and passers-by to use the space and come into the Church. In pursuing this objective I have asked Peter Lowe to quote for three items as follows.

1. Removal of inner screen and remedial work.

This entails removing the screen and making good the plaster work. It also requires undertaking some draught proofing of the inner and outer doors. Draughts can be reduced but not eliminated. It is suggested that we review the position after a period of experience. If necessary a curtain could be hung inside or outside the inner door.

This proposed work would allow the porch space to be used for displays (Easter, Christmas etc.), could allow a seat to be placed along one wall (the spare pew in the Lady Chapel would be suitable) and allow for some information to be displayed in addition to the notice board. It may also be worth considering the installation of a small bar heater to reduce damp and improve the welcome. It is suggested that a small group be set up to explore the best use of the space when it is available.

Peter Lowe has quoted £740 plus VAT (£888) for this work.

2. Replacement of the opaque glass in the inner door with plain glass.

This would, it is hoped, encourage more people to come into the Church. If this is also encouraged by some additional display information it could significantly improve the welcome.

Peter Lowe has quoted £140 plus VAT (£168) for this work.

3. Construction of a false ceiling

The PCC has not previously considered this option. The porch space is quite high and installing a ceiling would improve the intimacy of the space and help with heating. Ventilation of the space above the ceiling would be necessary (it might be possible to do this in conjunction with the replacement of the window) and some additional lighting might be required.

Peter Lowe has quoted £580 plus VAT (£696) for this work.

Other considerations

A Faculty will be required. William Heijbroek is in the process of getting registered to do this. We will then need to prepare the application and supporting evidence. The PCC will then have to pass a formal resolution to apply for the Faculty.

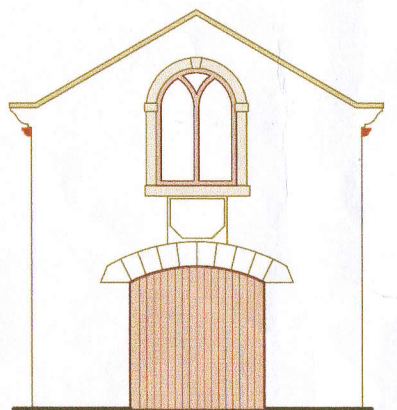
The proposal has been explained to Colin Fox (who was involved in creating the screen in the 1980s) who is supportive in principle.

As previously suggested the funding could come from Jean Baines' legacy if the PCC agrees.

Recommendations

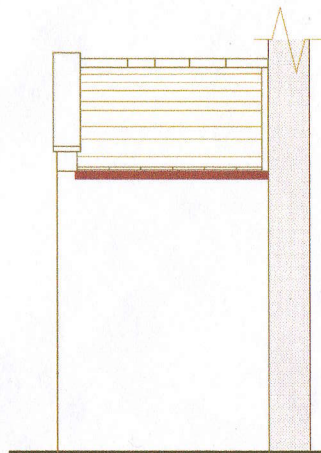
1. That the PCC approves the removal of the screen and the necessary remedial work.
2. That the PCC approves the replacement of the glass in the inner door.
3. That the PCC considers whether to install a false ceiling and approves it if it so decides.
4. That William Heijbroek be authorised to apply for a faculty.
5. That Peter Lowe be authorised to undertake the work once the necessary approvals have been obtained.
6. That the cost be met from the legacy left by Jean Baines.

David Ackroyd
April 2019

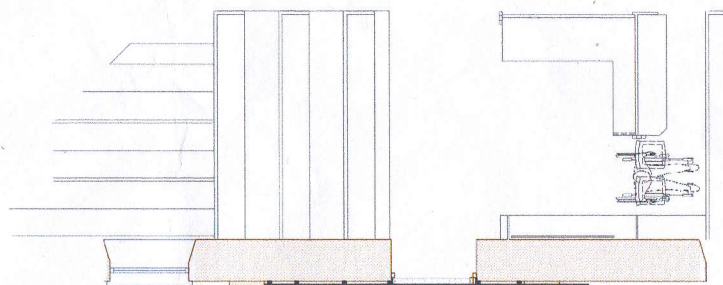


FRONT ELEVATION

Existing doors trimmed to suite draught excluder



SIDE ELEVATION



PROPOSED PLAN

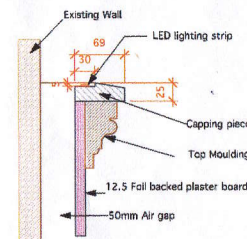
Proposed lighting raft, polished hard wood frame with lights set in, also spot lights for notice board

Walls to be lined with foil backed plasterboard fixed to ex 50x50 tanalised battens fixed vertically. Skirtings to be fixed with 15mm air gap to floor and top cap to be fixed to maintain 50mm air gap

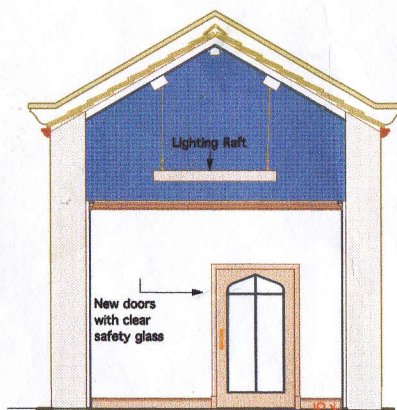
Take out screen and door and make good to walls and floor

To existing floor remove top 25mm and level with leveling compound before laying clean off zone matting over all of the floor, Or Break up and remove existing concrete floor, lay hardcore, sand blinding 75mm insulation and 100mm concrete to take stone floor tiles, (or lay concrete to level and power float polished concrete, seal and polish)

Exitex Threshex Draught Excluder for Wheelchair Access and Aco slot drain

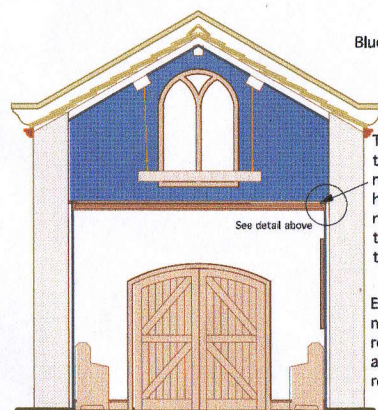


DETAIL OF HEAD OF LINING
Scale 1:5



INT. NORTH ELEVATION

150mm hard wood skirting



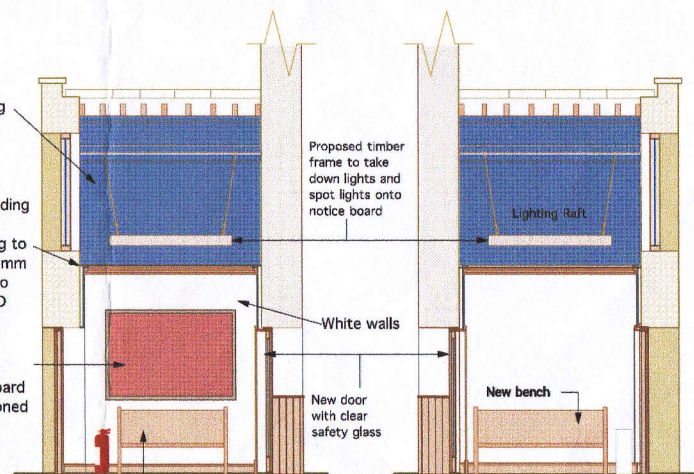
INT. SOUTH ELEVATION

See detail above

Blue Ceiling

Top beading to top moulding to have 30mm recess to take LED tape

Existing noticeboard repositioned as required



INT. WEST ELEVATION

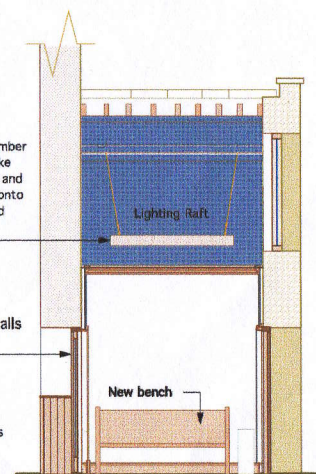
150mm hard wood skirting

Existing pew

Proposed timber frame to take down lights and spot lights onto notice board

White walls

New door with clear safety glass



INT. EAST ELEVATION

Existing umbrella stand

Scale 1:50
A2

NOTES:		
Randfield Associates offers no responsibility for any dimensions obtained by scaling from this drawing. No dimension is shown the recipient must ascertain the dimension satisfactorily from the Architect or by site measurement. Scaling this drawing to digital form is a liability for conversion and no liability may be placed on digital data. All data must be checked against hard copy dimensions these are checked on site. Any discrepancies must be reported to the Architect immediately. This drawing is copyright of Randfield Associates.		
REV.	BY	DATE

R/BSA
CHARTERED
PRACTICE
Architects / Designers
Planning / Interior Design / Surveys
Historic and Listed Buildings

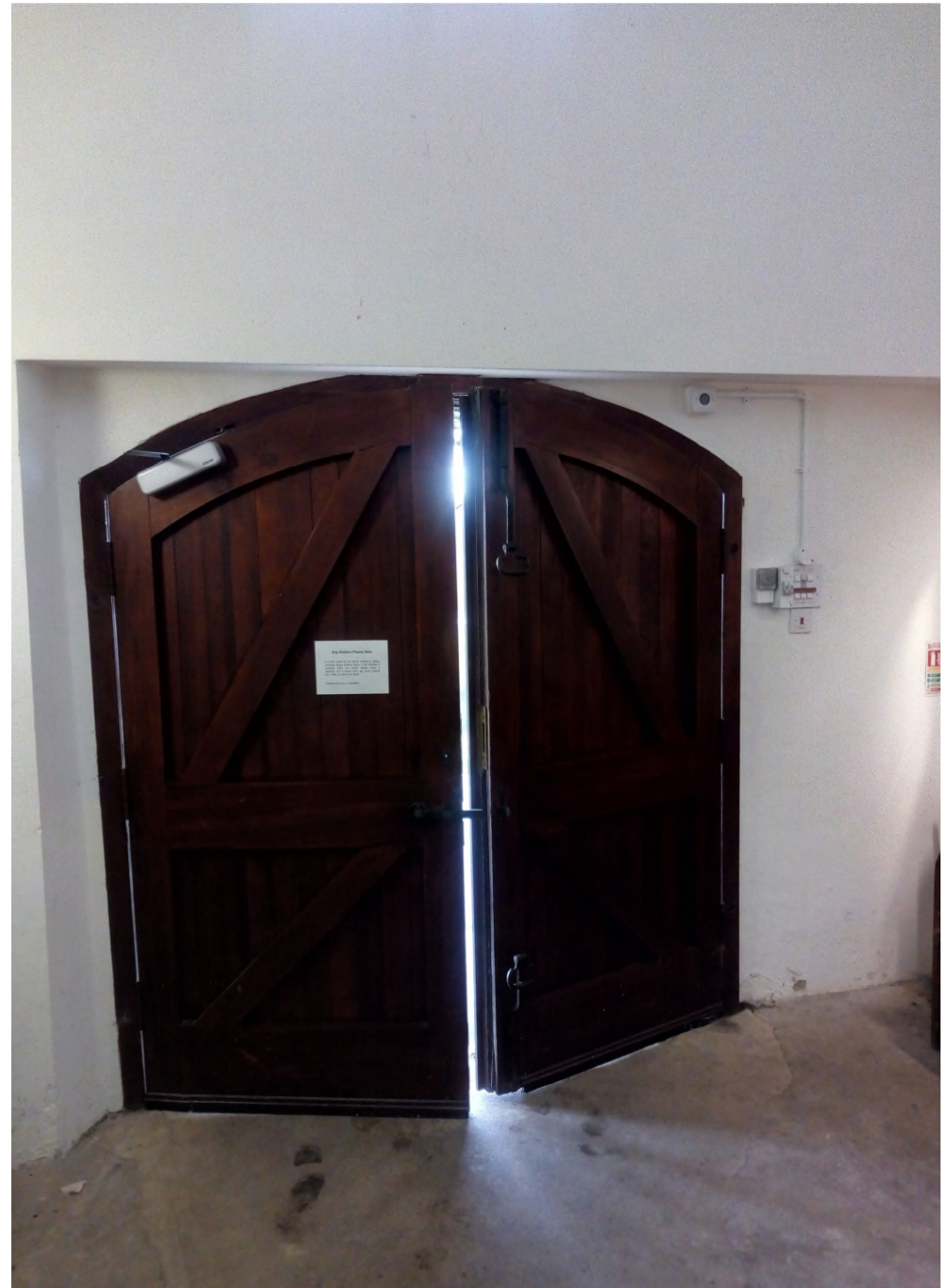
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A: Forge Bank Studio 1A Longhurst Lane,
Marske Bridge, Stockport, Cheshire,
SK6 5AF

RANDFIELD
ASSOCIATES

Client: The Vicar and PCC		
Job: St Thomas's Church, Mellor Porch Refurbish		
Drawing: AS PROPOSED PLAN & ELEVATIONS		
Scale: 1:50	Date: December 2021	Drawn: cf
Job No: 3309	Draw No: 101	Rev: -









			OPTION A	OPTION B	OPTION C	OPTION D	OPTION A + New Door
1	Provide and fit Exitex Threshold [draft excluder]	362	362	362	362	362	362
2	ACO slot drain [DELETED]	970					
3	Polished ash lighting raft [square and same colour as choir lighting raft]	1375				1375	
4	Lights to above and spot lights [included with Bob Sweatmore's quote of £1,500 below]	?					
5	Dry-line & Skim walls [foil backed plaster board with added insulation]	1980		1980	1980	1980	
6	200 deep Hard Wood Skirting [hard-wood or soft-wood to match door]	491	391	391	491	491	491
7	Hardwood capping piece [top of dado rail]	609		609	609	609	
8	Hardwood moulding [top of dado rail]	609		609	609	609	
9	LED lighting strip [offers back-lighting - included with Bob Sweatmore's quote of £1,500 below]	?					
10	New hardware door & Casing	2250			2250	2250	2250
11	Take down and rehang notice board [new notice board required see below]	124					
12	Floor Treatment [break floor re-treat to take York stone floor tiles]	3492	3492	3492	3492	3492	3492
13	PC Sum of all electrical work [inc. £500 contingency]*	1500	1500	1500	1500	1500	1500
14	Matting (hired/leased) [change to purchase of Black rib matting see below]						
Extra 1	Plain glass glazing to existing door	300	300	300			
Extra 2	Redecoration	0	0	0	0	0	0
Extra 3	Sofits and studs	200		200	200	200	
Extra 4	Resizing of notice-board (replace 11 above)	200	200	200	200	200	200
Extra 5	Purchase of black rib matting	50	50	50	50	50	50
Extra 6	Contingency	500	500	500	500	500	500
		14262	6795	10193	12243	13618	8845

* the electrical work without the lighting raft will incur just as much expense to rewire and fit.

Peter Lowe Construction Ltd

Building and Civil Engineering Contractors

3A Old Hall Lane , Mellor, Stockport, Cheshire, SK6 5PH.

Office : Tel. 0161-957-5530 Fax. 0161-957-5527.

Home; Tel. 0161-427-6589 Fax. 0161-449-9311.

Mobile : 07831-366535

E mail : peterlowe@btinternet.com

St Thomas' Church,
Church Rd.,
Mellor,
Stockport.

12th February 2022,

FAO William Heijbroek,

Dear Sir,

Quotation – Refurbish Church Porch :-

We now have pleasure in submitting our quotation for the above in the sum of
£13,762 + VAT.

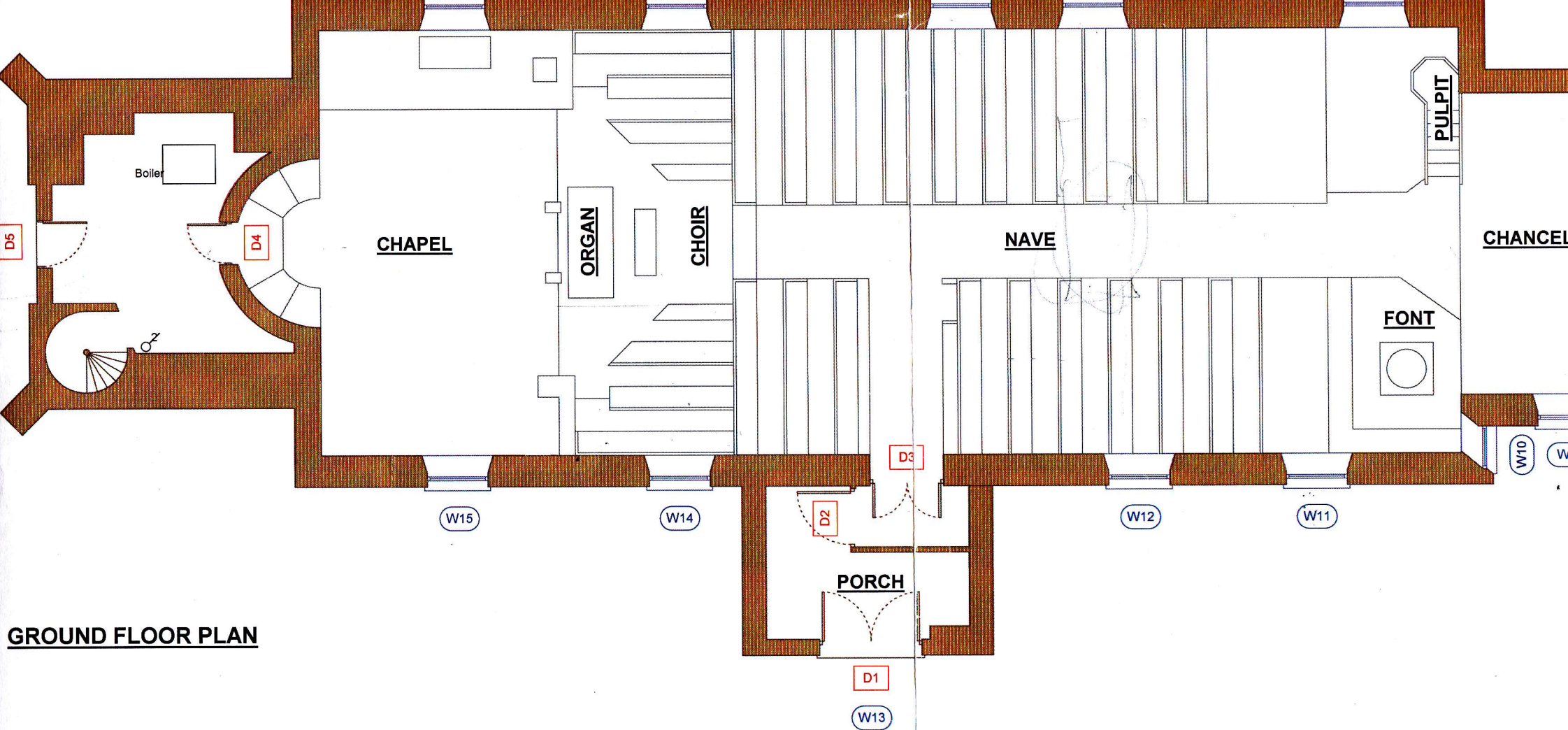
This is made up of the following,

1. Provide & fit Exitex Threshold,	£362.
2. ACO slot drain,	£970.
3. Polished Oak Lighting Raft,	£1,375.
4. Lights to above & Spot-lights,	
5. Dry Line & Skim,	£1,980.
6. 150 deep Hard Wood Skirting,	£491.
7. Hardwood capping piece,	£609.
8. Hardwood moulding,	£609.
9. LED Lighting Strip,	
10. New hardwood door & casing,	£2,250.
11. Take down and rehang notice board,	£124.
12. Floor treatment,	£3,492.
13. PC sum for all electrical work,	£1,500.
14. Matting (Hired/leased).	

We trust that this meets with your approval,

Yours faithfully,

Peter Lowe.
Director



GROUND FLOOR PLAN

NOTES:

Liability for any dimensions obtained by scaling from the recipient must ascertain the dimension to measurement. Supplying this drawing in digital form may be placed on digital data. All data Dimensions must be checked on site. Any Architect immediately. This drawing is copyright of

DESCRIPTION:	DATE:

RANDFIELD associates
Saunders : King : Moran



CHARTERED ARCHITECTS

Forge Bank Studio
1a Longhurst Lane Marple Bridge Stockport SK6 5AE

Tel: 0161 427 8485 Fax: 0161 285 1069

e-mail: info@randfieldassociates.co.uk
web: www.randfieldassociates.co.uk

Planning & Design Consultants : Interior Design : Building Inspections & Surveys : Historic & Listed Building Specialists

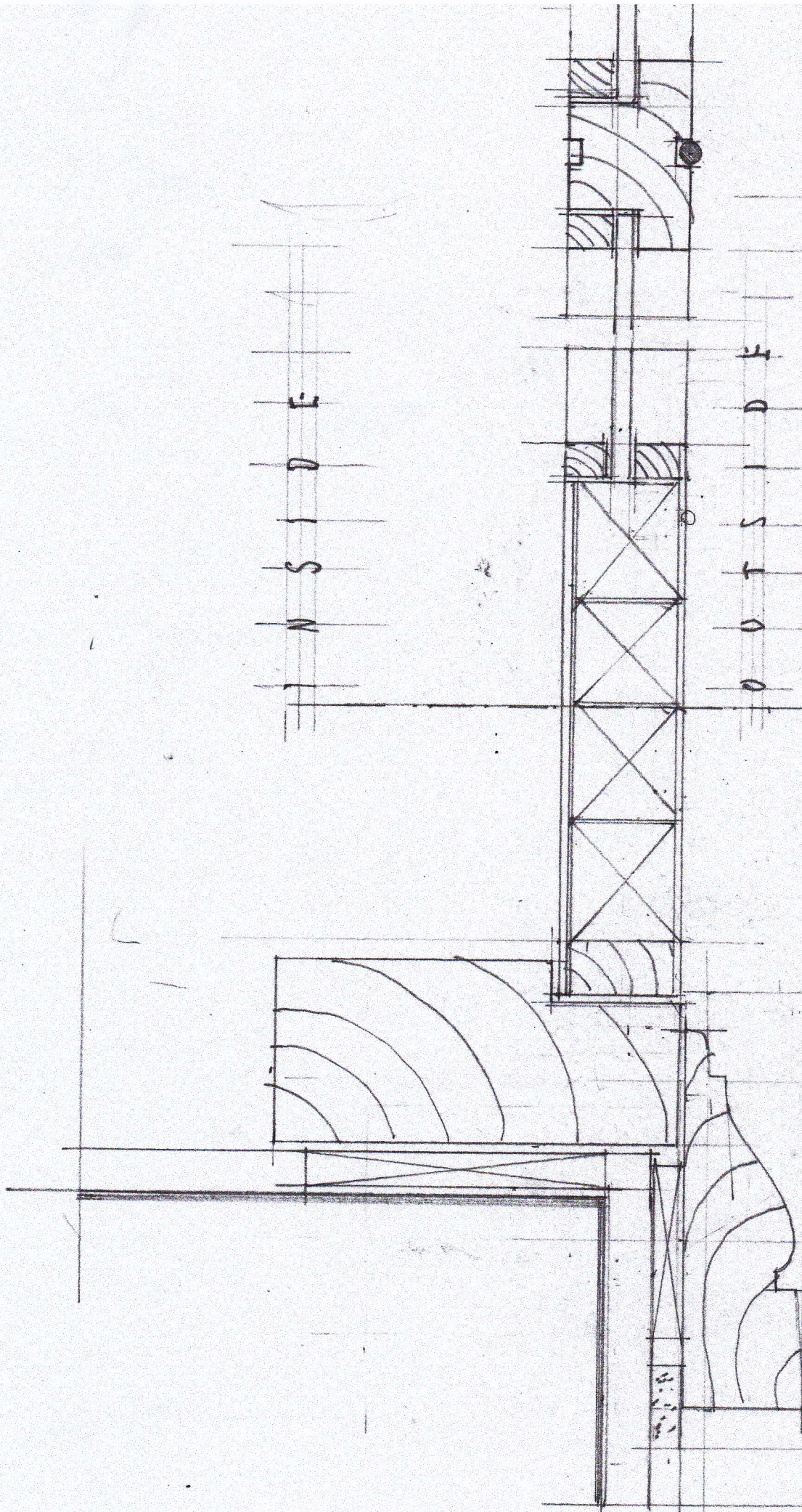
St Thomas' Mellor

New church door

Specification

- A. Hard wood veneered solid core 44 mm door
(veneer to match church organ)
- B. Toughened clear glass to hardwood rebate and beading
- C. 44x69 hardwood mullions transom and rebates to receive glazing
- D. 150 mm hardwood architraves and frame
- E. Stainless steel pull handles to both sides of door
- F. (200 mm hardwood skirting board)
- G. Recessed door closer to inside face of door

Confirm all dimensions on site



MISSIDE

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SELECT
SCALLE
710N7102
HROUGH
DOOR

Peter Lowe Construction Ltd

Building and Civil Engineering Contractors

3A Old Hall Lane , Mellor, Stockport, Cheshire, SK6 5PH.

Office : Tel. 0161-957-5530 Fax. 0161-957-5527.

Home; Tel. 0161-427-6589 Fax. 0161-449-9311.

Mobile : 07831-366535 E mail : peterlowe@btinternet.com

St Thomas church
Church Rd.,
Mellor
Stockport

VAT Point 08-02-2021

VAT No 678 4803 88

Sales Invoice No. 1932

	Amount Net	VAT Rate	VAT	Amount Gross
Work to Porch				
Remove steel channel from floor & Make Good with Concrete	300	20%	£60.00	£360.00
Patch up holes in wall & patch plaster				

Peter Lowe Construction Ltd

S/c 09 01 29 Acc No 35915041

Mellor St Thomas – Inner porch removal - Correspondence with parish and others

Attachments are listed according to the numbering on the supporting documents list

- [Attachments in blue are included within the proposals section](#)

Date	Message
04/04/2019 To: Archdeacon of Macclesfield From: David Ackroyd	<p>You may recall having met me on a visit to Mellor (especially in connection with the Parish Share!).</p> <p>We are wanting to make some alterations to the Church Porch. You may recall that it contains an inner frame which we want to remove. Some remedial work is necessary to make the inner and outer doors more draft proof. The resultant space will then be much more welcoming and give room for a bench and display items which we hope might encourage walkers and others to come inside. On one of your visits you saw the frame and expressed the opinion that it would be a lot better if it was removed.</p> <p>I regard it as a temporary internal construction that we should be able to remove without any approval other than that of the PCC. However, I should welcome your opinion in case we should apply for a faculty. I will be grateful to hear from you.</p>
04/04/2019 To: David Ackroyd From: Archdeacon of Macclesfield	<p>Because of the location of the screen/frame within the worship space I think it will have a material impact on the worship space and therefore will require a faculty I'm afraid. That doesn't need to be as scary as it sounds and I've copied Caroline Hilton and Katy Purvis from the DAC into this reply because I am sure they will want to be as helpful as possible.</p> <p>You probably do need a drawing from an architect to properly show the frame removed and what the bench etc will look like. My advice would therefore be to get your architect out to chat about how it is best achieved. I realise that adds costs – but experience tells me that this sort of thing is best done properly from the start to avoid issues later on.</p>
04/04/2019 To: Archdeacon of Macclesfield From: David Ackroyd	<p>Thank you but I do not understand your reference to the screen being within the worship space. The porch is not part of the worship space and the screens removal will have no impact on worship. Does this change your opinion please?</p>
04/04/2019 To: David Ackroyd From: Archdeacon of Macclesfield	<p>It rather depends how you interpret worship space. I think technically the entrance to the Nave would be considered part of that space which is related to worship. At least that's the way I would see it. In fact I think because this is such a public change to your building it will require a faculty anyway I'm afraid.</p>
04/04/2019	<p>You will have seen the correspondence below. I believe that we need an application form for a faculty. Please would you advise me how I</p>

<p>To: Caroline Hilton, Katy Purvis From: David Ackroyd</p>	<p>can obtain one. Any other advice you can give about the process would also be welcome. I will arrange for a plan to be drawn up.</p>
<p>04/04/2019</p> <p>To: David Ackroyd From: Katy Purvis</p>	<p>Please could you either let me have your phone number or ring me on 01928 718834 ex 243, I think it will be easier to explain the process by phone than by email!</p>
<p>15/04/2019</p> <p>To: Caroline Hilton, Katy Purvis From: David Ackroyd</p>	<p>One question please. I understand that some matters can be dealt with through an Archdeacon's certificate. A threshold of £5,000 was mentioned. The cost of what we propose will be a maximum of £2,000. Is this relevant please?</p>
<p>15/04/2019</p> <p>To: David Ackroyd From: Katy Purvis</p>	<p>Unfortunately, no, this doesn't make a difference. The faculty jurisdiction rules changed in 2015, and minor works were replaced by List A and List B, a set of very specific instances of work that is allowed to be undertaken with Archdeacon's permission. List A works can be done without consulting the DAC (although we would prefer it if we had a record of them), and List B works need permission through the online faculty system, but are quicker to process than a faculty, and don't incur a fee. List B works are not taken to the Committee, but are usually subject to architect review.</p> <p>As Ian says, this will need a faculty. You will need to apply for this via the Online Faculty System, found at https://facultyonline.churchofengland.org</p> <p>You or someone else from the parish will need to register, and once we have approved your account you'll be able to start an application. On starting an application, you will be asked to choose from List A, please scroll to the bottom, and click 'None of the above'. You'll then see the same for List B, again, scroll to the bottom, choose 'None of the above' and a faculty application will be created.</p> <p>The formal documents are less difficult to fill in than they look, and I can help with those if you get stuck. The most important are the Petition and Statement of Needs. The Statement of Needs explains what you want to do and why.</p> <p>As Ian says, you would be very much advised to talk to your architect about the removal of the inner porch. Colin Fox did the last QI in 2012, so the latest QI is overdue. If you are looking to appoint a new architect, I can send a list of approved architects for you to have a look at.</p> <p>The Committee will expect to see a drawing of what is proposed, and a schedule of work explaining what and how will be done. They will need details (photos, specification, materials, dimensions) of any new fittings, such as the bench and draft exclusion, and display boards if</p>

	<p>relevant. They would also like photos to see what the existing porch arrangement is like.</p> <p>That may sound like a lot of work, but it should be a straight forward proposal, and we will help at any time. Please ring me on 01928 718834 ex 243 if you need anything.</p> <p>I've attached the lists for List A and B for information.</p>
<p>15/04/2019</p> <p>To: William Heijbroek From: David Ackroyd</p>	<p>Following our discussion I am forwarding this to you to deal with. No doubt you will speak to Katy if you need to.</p>
<p>18/01/2021</p> <p>To: Katy Purvis From: William Heijbroek</p>	<p>File note of telephone conversation</p> <p>William rang to ask if the inner porch could be removed under List B1 - 18 The removal of partitions or divisions that did not form part of the original construction of a church which is not a listed building. I advised no, as a listed building, it needs faculty.</p> <p>William then said there was a problem as the parish have already removed it without telling him. He was expecting to be told when it was to be done. I explained what the DAC would require for a retrospective faculty, that the Chancellor could direct the parish to reinstall the porch, or sanction the PCC, and asked if the church architect had been consulted. The inner porch is not suspected to be historic, but I asked for details of its provenance.</p>
<p>19/01/2021</p> <p>To: Katy Purvis From: William Heijbroek</p>	<p>File note of zoom meeting</p> <p>I explained that I had found previous correspondence on this matter and forwarded those emails (as above) to William. William reported that the porch had been taken to the tip, and he had made an unsuccessful attempt to recover it. He had found the glazing had been retained and was intended to be reused in repairing a door/window at the church. I advised that may also need permission. William agreed to apply for a retrospective faculty for the porch removal this week, after he completes the East window faculty.</p>
<p>27/01/2021</p> <p>To: William Heijbroek From: Caroline Hilton</p>	<p>DAC Advice</p> <p>I am writing to let you know that further to your recent contact with the DAC office regarding the above matters, they were put before the DAC at its meeting of 22 January 2021 and the Committee wished to offer the following informal advice:</p> <p>Inner Porch</p> <p>a. The parish would need to submit a retrospective faculty application for the removal of the porch</p>
<p>03/02/2021</p> <p>To: Katy Purvis</p>	<p>I heard back from Rev Tracy Ward today and now have further supporting information. This will complete the Statement of Needs, which I shall have another go at tomorrow.</p>

From: William Heijbroek	Colin Fox, the architect, has now viewed both porch and vestry pathway site. He is aware of Caroline Hilton's supportive statements from the DAC, for which thanks.
05/11/2021 To: Katy Purvis From: William Heijbroek	I wish to inform you that the New Vestry Pathway project has been shelved following our last monthly PCC meeting held 25th October. We do have the go-ahead however to proceed with renovation of our porch. Colin Fox has agreed to be our architectural lead. Please advise when you will need progress up-dates if a faculty is to be agreed.
05/11/2021 To: William Heijbroek From: Katy Purvis	I'm sorry to hear the path works are not going ahead. If you could send us details for the porch we can start the informal advice process. You can start an online application for faculty whenever would be convenient for you, but it is not essential to do that right now. The cut off date for the next meeting is today, but the December meeting has a cut-off date of 1 st December
05/11/2021 To: Katy Purvis From: William Heijbroek	I cannot be specific about our plans as they are still in the formative stage and subject to change and approval by our PCC. However, the project is basically to make our 'Victorian' style porch more welcoming. To do this we will make changes to the walls, floor, inner-door and lighting resulting in a modern, comfortable and inviting space. The porch is next to a quite busy local pathway with hikers and dog-walkers, so casual visits are common. Thank you for the dates and advice.
13/12/2021 To: Katy Purvis From: William Heijbroek With attachment	Thanks for your last email. Colin Fox has now submitted a revised plan for our porch at St Thomas' which is hereby attached for your perusal. There are now regular meetings of a Porch Group and we next meet December 26th to discuss recent additions and changes. The cost for this renovation is being met from a recent legacy to the church. 5) Drawing number 101 'As Proposed Plan & Elevations' of Randfield Associates dated December 2021
10/01/2022 To: William Heijbroek From: Katy Purvis	This proposal is on the agenda for the meeting 21 January. Please could you send some photos of the porch as existing to help us understand the context?
18/01/2022 To: Katy Purvis From: William Heijbroek With attachments	Sorry these are so late. It's been a busy weekend familywise. The above pictures don't include the view of the inner door following demolition of the old inner porch-screen. I am popping up to the church to take some more pictures including the inner door as it now exists and will hope to get these to you by close of day.

	6) Photographs
18/01/2022 To: Katy Purvis From: William Heijbroek With attachments	Here are the other pictures of the porch as of today. 6) Photographs
26/01/2022 To: William Heijbroek From: Katy Purvis	DAC Advice I am writing to let you know that its meeting of 21 January 2022 the DAC considered the proposals to improve the porch area and wished to offer the following feedback <ul style="list-style-type: none"> a. The Committee was supportive of the proposals and expected it would be able to recommend them once a faculty application was submitted. It therefore encouraged the parish to submit a faculty application, and to include retrospectively in the application the removal of the inner screen
15/02/2022 To: Katy Purvis From: William Heijbroek	We are having a final preliminary planning meeting on Wednesday afternoon, which is delayed from last Sunday. I will endeavour to get the minutes to you before Thursday midday. The faculty application is in progress.
16/02/2022 To: William Heijbroek From: Katy Purvis	Hope it goes well this afternoon, this isn't on the agenda for the DAC meeting on Friday, so you don't need to rush the minutes for tomorrow, but I can add it to the March 18 agenda if there is an update
25/05/2022 To: Katy Purvis From: William Heijbroek	<p>It's been a while since I contacted you for which I apologise. The world and my growing business seem to get in the way!</p> <p>This is just to inform you that the Porch Group are close to deciding an acceptable specification; the need to get as many people on board as possible has obvious delaying consequences. Also the cesspit project, with reference to your helpful contacts, has had a reset with a new consultant. Our big problem with this project is to find some way to lift heavy ledger stones in restricted areas, necessary if we are to install a safe and effective soakaway. If the diocese has any specific recommendations, I would be very grateful.</p> <p>I have stepped down as Fabric Manager and the new person, David Horsfall, is now chairing the Fabric Committee. David is retired and was lecturer at the School of Construction and Property Management at the University of Salford. Being a trusted colleague and having specialist knowledge of ancient buildings, David has my full support. I have agreed to stay on to provide continuity while the Porch and Cesspit projects run to completion.</p>

	<p>Please let me know if you require me to carry the New Porch Faculty application through, or whether this should be set up again in David's name. I will copy him the procedures and processes I have learnt (with the East Window project). Otherwise I am happy to finish this when time allows.</p> <p>I trust you will offer David all the help he needs at this time.</p>
12/08/2022 To: Katy Purvis From: William Heijbroek	<p>Sorry for the delay but this has been a lot more complex than my last faculty. We are nearly there though and I will pull the stops out over the week-end. Some pieces are already in place for you to look at. Do let me know if what you need will be different.</p>
15/08/2022 To: Katy Purvis From: William Heijbroek With attachments	<p>Thank you for your time today and nice to talk. Here are a few files we have generated over time. The last estimate instigated a survey of Options. The result of the survey was that a new door was most popular and a lighting frame the least popular. We have argued the case that a lighting frame reduces the amount of wall disruption and works out cheaper. I will send the architectural plans separately</p> <p> 7) Costs and Options 8) Quotation of Peter Lowe Construction Ltd dated 12 February 2022 9) Ground Floor Plan (as existing when porch screen was still in place) of Randfield Associates 10) Specification and drawings for new door 11) Sales Invoice of Peter Lowe Construction Ltd </p>
15/08/2022 To: Katy Purvis From: William Heijbroek With attachments	<p>Some more documents. I'll look forward to a call tomorrow.</p> <p> 4) Draft Report to Mellor PCC dated April 2019 5) Drawing number 101 'As Proposed Plan & Elevations' of Randfield Associates dated December 2021 </p> <p><i>Superseded drawing number 01 'As Proposed Plan & Elevations' of Randfield Associates dated February 2021</i></p>
18/08/2022 To: William Heijbroek From: Katy Purvis	<p>I will send this all for architect review today hopefully. I don't think I need to call you, this looks OK. We will need details of the light fittings, do you have those?</p>
18/08/2022 To: Katy Purvis From: William Heijbroek With attachment	<p>Here is the suggestion so far which hasn't been put before our PCC. In fact at our July meeting it was voted against in the first round of work on grounds of cost. The Fabric Committee hopes however to get this approved at a later date. Here are some thoughts: A lighting raft is preferred because the cost of separate wall mounted lights appears to be more expensive. Anchoring the raft must be considered as with the outer door open, the assembly is susceptible to movement in a strong draught.</p>

	<p>Much of the success of this will be in the sensitive choice of light spectrum from each bulb. An LED strip has been suggested with up lighting to create a welcoming atmosphere. Motion-sensitive switching is active at present.</p> <p>We are saying that the metal rail should be modern looking and not utilitarian; maybe brushed aluminium.</p> <p><i>Lighting raft proposal – removed from application</i></p>
<p>5 September 2022</p> <p>To: William Heijbroek From: Katy Purvis</p>	<p>I am writing to let you that at its meeting of 26 August 2022 the DAC standing committee considered the proposals for the porch refurbishment and, subject to you submitting a formal application and providing satisfactory answers to the queries of the Lighting Adviser, resolved to recommend the scheme, with the following provisos.</p> <p>a. The works to be under the direction and subject to the inspection of the Scheme Architect</p> <p>b. Any electrical works should be carried out by an electrical contractor accredited with the NICEIC or ECA, to the standards recommended in the Churchcare "Guidance Note: Electrical Wiring Installations in Churches" available via https://www.churchofengland.org/sites/default/files/2018-11/CCB_Electrical-wiringinstallations-in-churches_Apr-2013.pdf</p> <p>As a reminder, here are the lighting adviser comments</p> <p>1. Is there a requirement for emergency lighting or an emergency exit unit. (Escape route?).</p> <p>2. In my experience suspended lighting track or rafts which utilise catenary wire suspensions can be prone to a lot of movement when located by external doors, caused by through draughts. Could suspension rods be considered?</p> <p>3. I assume calculations have been done to ensure lighting levels are sufficient?</p> <p>4. It would be worth asking the installer to check that the LED spotlight's are aimed in such a way as to minimise glare, this is especially important on entry / exit routes.</p> <p>If you have any queries please do let me know</p>
<p>5 September 2022</p> <p>To: Katy Purvis From: William Heijbroek</p>	<p>Thank you for your reply. I met with our chosen contractor Peter Lowe Construction yesterday and he is able to schedule the work once DAC concerns have been satisfied. Colin Fox will direct and inspect the refurbishment and I will let him know of these recommendations. I am in touch with the PCC about electrical work and await further advice regarding final specifications.</p> <p>I am happy that this project has attracted such positive comments and look forward to providing a formal application once the above details are resolved.</p>

5 September 2022 To: William Heijbroek From: Katy Purvis	in terms of scheduling the work, please don't forget that the DAC are only the first step, there will also be the 30 day notice period, and then you need to wait for the Registry processing and final approval (or not) from the Chancellor before you can start work. If you get a formal application in asap, I would guess approval could be issued by end of October, but it could be later than that if the Registrar and or Chancellor have more pressing issues to deal with.
26/09/2022 To: Katy Purvis From: William Heijbroek	<p>Apologies - I'm aware I haven't responded about this for a month now! The difficulty is that our local expert on lighting is now unavailable due to health concerns. He is usually on the ball getting back with these topics; waiting for further progress has therefore caused a delay.</p> <p>The feeling from PCC is that our single quote was unacceptable and that we need another, or if possible, two more quotations. Would you know of anyone in the diocese who you could recommend?</p>
27/09/2022 To: William Heijbroek From: Katy Purvis	Sorry to hear that your lighting man is poorly. I'm attaching a list of lighting people known to the diocese, you probably want to look at the contractors in the second half rather than designers, but either may help
30/04/2023 To: Caroline Hilton From: William Heijbroek	<p>Thank you for contacting me Thursday 24th April.</p> <p>I confirm that the above project is in two sections, firstly removal of inner porch and replacement of floor with a new inner door to install (plans forwarded) and secondly replacement of existing lighting, and that PCC approval has only been met for the first of these two sections.</p>