Do your proposals require faculty permission?

List A, List B and Faculties

What requires faculty permission is covered by the Faculty Jurisdiction Rules; new rules came into effect on January 1st 2016. They contain two lists, List A and List B, of works which may be undertaken without a faculty. These national lists apply in all dioceses of the Church of England, and they replace previous diocesan lists of ‘minor matters’ or ‘routine works’ (sometimes referred to as ‘de minimis’).

Lists A and B

- **List A** – matters which may be undertaken without formal permission and without consultation outside the parish. Any authorised person, acting with authority on behalf of the minister and churchwardens, may undertake a matter in List A without a faculty, subject to all the ‘specified conditions’ for that specific matter in the list. It is important that these conditions are adhered to.

- **List B** – matters which may be undertaken with permission from the archdeacon and are therefore subject to consultation outside the parish. Works in List B can be undertaken by any authorised person provided that the archdeacon has been consulted and given written notice that a faculty is not required and that they approve the works or proposals as detailed. The archdeacon must seek the advice of the DAC or its members/officers before giving notice that the works or proposals do not require a faculty. They may make a List B matter subject to conditions to reflect advice received or may request a faculty for a List B matter if they think fit.

Lists A and B are published in full here.

Other Matters

- **Additional Matters** – matters which may be undertaken with permission from the chancellor and are therefore subject to consultation outside the parish. Works in the diocesan Additional Matters Order, which supplements Lists A and B, can be undertaken by any authorised person provided that the archdeacon has been consulted and given written notice that a faculty is not required and that they approve the works or proposals as detailed.

The Additional Matters Order can be viewed here.

- **Excluded Matters** – matters which may not be undertaken due to their general exclusion and are therefore subject to consultation outside the parish. Certain matters on Lists A and B, and in the Additional Matters Order, cannot be undertaken if they are subject to specific exclusions. In such cases, a faculty will be required.

The list of Excluded Matters can be viewed here.
Faculties

If the work that you wish to undertake is not specifically mentioned in these lists, it will require a faculty. If you have any queries regarding the operation of these lists or their contents, you should contact Mrs Kristina Williamson, Church Buildings Officer & DAC Secretary, tel. 07805 772626 email or Ms Alex Chong, Registry Assistant, tel. 01952 211303 email.

For very urgent cases, please contact the archdeacon or Registry direct.

*Note: Neither the grant of a faculty nor notification that a faculty is not required removes any requirement for planning permission or other statutory consent.* These may be required for external alterations to churches or to structures within the churchyard, or to the churchyard itself including its boundary. *In such cases a PCC must check with the Local Planning Authority whether planning permission or other consent is needed.*