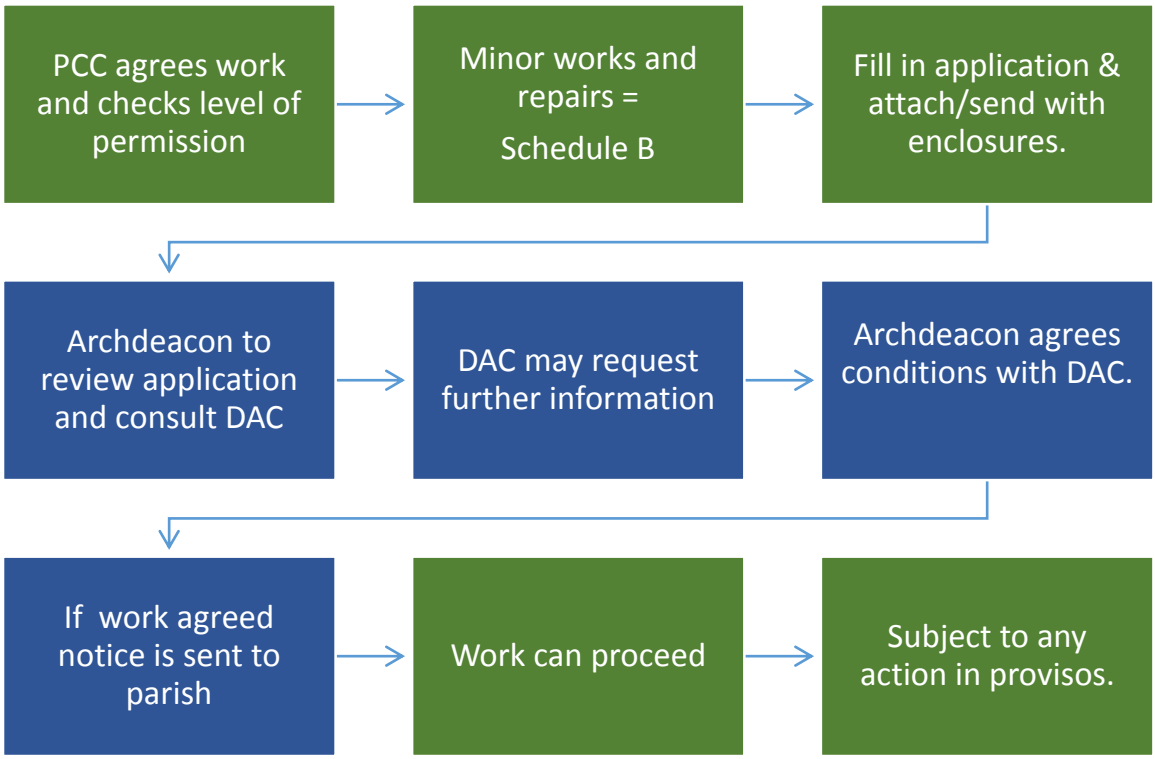

Key:

Action by PCC

Action by DAC

Action by Registry

PCC agrees work and checks level of permission
Large scale, new work or alterations require a faculty
Church architect to draw up plans, spec as required
Consultation of amenities societies/council if required
Application submitted with enclosures and statements
DAC Secretary to review application and consult DAC members.
DAC to review and requested any further information.
Committee meets to discuss the works.
Cases agreed as a Notice of Advice to the Registrar
For some cases further paperwork is requested or revisions suggested.
App reassessed and new information submitted - work goes to next meeting
When agreed paperwork and notice of advice sent to Registrar
Diocesan Registrar sends letter to Parish (Public Notice is sent or can be downloaded)
Parishes complete any outstanding petition paperwork and display notices.
Parish returns notices at end of display period.
Registry sends petition to Chancellor
If no objection faculty is issued and work can proceed.
Parish undertakes work subject to any provisos.