

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

SCHEDULE 2

FORMS

ARRANGEMENT OF FORMS

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PART 3

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PART 4

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PART 5

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PART 6

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Signature

Explanatory Note

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PART 1

Forms 1 and 2: Preliminary Determinations

FORM 1 (Rule 3)

Care of Cathedrals Measure 1990 (as amended)

Request under section 6(2) of the Measure as to the body from which approval of a proposal is required

To the Cathedrals Fabric Commission (“the Commission”)

**Delete as appropriate.
Insert name of cathedral.*

We the *Chapter/ *Fabric Advisory Committee of the Cathedral Church of:

.....

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator, secretary of the Fabric Advisory Committee or any other person dealing with the application:

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Telephone number:.....

Fax number:.....

E-mail address:.....

request the Commission:

to determine whether an application for the proposal described below should be made to the Fabric Advisory Committee or to the Commission.

The Proposal

Give a short description of the nature of the proposal.

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Plans, drawings, specifications or other documents

The proposal is adequately illustrated by the following items which accompany this form:

List and number the items.

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Signed:

**Delete as appropriate.*

***Administrator/ *Secretary of Fabric Advisory Committee**

**Delete as appropriate.*

on behalf of the *Chapter/ *Fabric Advisory Committee

Dated:

Note:
This form and all the accompanying items listed in it should be sent to the secretary of the Cathedral Fabric Commission at the Commission's published address.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 2 (Rule 4)

Care of Cathedrals Measure 1990 (as amended)

Request under section 6(2C) of the Measure for a declaration that no approval is required under the Measure

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

Insert name of cathedral.

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Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator or any other person dealing with the application:

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Telephone number:.....

Fax number:.....

E-mail address:.....

requests the Commission to declare that no approval is required under the Measure for the proposal described below, which

(i) does not relate to the Cathedral Church or a building within the precinct of the Cathedral Church, but

(ii) would materially affect the immediate setting of the cathedral church, or archaeological remains within the precinct, and

**Delete if not applicable.*

(iii) requires *planning permission/ *listed building consent/ *scheduled monument consent for the carrying out of all the works to which the proposal relates.

The Proposal

Give a short description of the nature of the proposal.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Plans, drawings, specifications or other documents

The proposal is adequately described by the following items which accompany this form:

List and number the items.

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Signed:

Administrator on behalf of the Chapter

Dated:

<p><u>Note:</u> This form and all the accompanying items listed in it should be sent to the secretary of the Cathedral Fabric Commission at the Commission's published address.</p>

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

PART 2

Forms 3 to 7: Application to fabric advisory committee

FORM 3 (Rule 5)

Section 7 of Care of Cathedrals Measure 1990 (as amended)

Application to the Fabric Advisory Committee for approval of a proposal

To the Fabric Advisory Committee of the Cathedral Church of:

Insert name of cathedral.

.....

The Chapter of the said Cathedral Church applies to the Committee for approval of the following proposal:

Short description e.g. repair of vestry, loan of chalice.

The Proposal

.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Proposal where work is to be carried out by a tenant

Where work is to be carried out by a tenant:-

The Chapter considered the proposal at a meeting on:

Insert date.

.....

and subject to approval under the Measure is willing to consent to the proposal.

Insert the name of the tenant.

.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Insert postal address, including postcode of the tenant.

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Plans, drawings, specifications or other documents

The proposal is described by the following items which accompany this form:

List and number the items and give reference numbers, if applicable.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

DISPLAY OF PUBLIC NOTICE

I confirm that a Public Notice in Form 4 is being displayed from the date of this application and a copy of the Notice is being sent immediately to the following bodies and persons specified in rule 5(3)

Tick boxes to indicate.

Cathedrals Fabric Commission

if the proposal is for works described in section 2(1)(a) of the Measure—

English Heritage

** If none then notice is to be given to each amenity society listed below.*

The national amenity societies (or such person* as those societies have jointly appointed for the purposes of the Measure)

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE: The national amenity societies are the Ancient Monuments Society, the Council for British Archaeology, the Georgian Group, the Society for the Protection of Ancient Buildings, the Victorian Society and the Twentieth Century Society.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 4 (Rule 5)

**Section 7 of Care of Cathedrals Measure 1990 (as amended)
Public Notice on application to the Fabric Advisory Committee**

PUBLIC NOTICE

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert date.

has on this date

applied to the Fabric Advisory Committee of the said cathedral for approval of the following proposal:

Short description e.g. repair of vestry, loan of chalice.

The Proposal

.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Plans, drawings, specifications or other documents

Copies of the plans, drawings, specifications and other documents accompanying this application may be examined at the office of the Chapter of the Cathedral Church

Insert postal address and postcode of Chapter office.

Postal address, including
postcode:.....
.....
.....

Insert days when office is open.

from

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Insert hours when office is open.
Insert date on notice.
Insert date 28 days later

between the hours of: **and**
from this day:
and until:

Representations

If you wish to make representations about the whole or any part of the proposal described in this Notice you should write to:

THE SECRETARY OF THE FABRIC ADVISORY COMMITTEE

Insert full postal address

Postal address, including
postcode:.....
.....
.....

Insert fax number and e-mail address, if applicable.

Fax number:.....
E-mail address:.....

so that it reaches the secretary not later than:

Insert a date ending 28 days after the date of commencement of the period for representations.

.....

DIRECTIONS TO CHAPTER

1. This public notice (or a copy of it) must be displayed for a continuous period of 28 days in a prominent position inside and outside your cathedral where it is readily visible to the public.
2. A copy of this notice must be sent as follows:
 - (a) to the Cathedrals Fabric Commission, and
 - (b) if the proposal is of a kind described in section 2(1)(a) of the Measure—
 - (i) to English Heritage,
 - (ii) to the national amenity societies (or such person as those societies have jointly appointed for the purposes of the Measure), and
 - (iii) to the local planning authority.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

CERTIFICATE OF PUBLICATION

I hereby certify that a copy of this Public Notice was displayed for a period of 28 days:

Insert dates.

from:

to:

(i) inside the Cathedral Church

and

(ii) outside the said Cathedral Church

where it was readily visible to the public

I further certify that, as required, I sent a copy of this Public Notice to the bodies specified in Direction 2 above.

Signed:

(Administrator of the Cathedral Church)

Dated:

NOTE: This certificate must be completed immediately after the expiry of the period of 28 days and sent to the Fabric Advisory Committee which will be unable to determine the proposal until this certificate has been received.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 5 (Rule 5)

**Section 7 of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision of Fabric Advisory Committee**

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

applied on

Insert date of application.

.....

for the approval of the following proposal:

Complete as in Form 3.

The Proposal

.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Representations

Representations in writing in respect of the above proposal were received from:

List any statutory consultees and other bodies and give total number of representations from members of the public.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Decision

At a meeting of the Fabric Advisory Committee held on:

Enter date.

.....

the above proposal and representations were considered and the Committee decided to:

**Delete as appropriate.*

***1. Approve the proposal,**

***2. Approve the proposal subject to the following condition(s):**

List and number conditions.

.....
.....
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for the following reasons:

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.....
.....

OR

***3. Refuse to give approval to the proposal**

for the following reasons:

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.....

Signed:

Secretary of the Fabric Advisory Committee

Dated:

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 5(7), as applicable.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 6 (Rule 6)

**Section 9(2) of Care of Cathedrals Measure 1990 (as amended)
Request to the Cathedrals Fabric Commission to deal with application not
determined by the Fabric Advisory Committee**

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

*Insert name of
cathedral.*

.....

*Insert full postal
address and contact
telephone and fax
numbers and e-mail
address.*

Postal address, including postcode of the administrator or any other person
dealing with the application:

.....
.....
.....

Telephone number:.....

Fax number:.....

E-mail address:.....

**applied to the Fabric Advisory Committee of the said Cathedral Church
on:**

*Insert date of
application.*

.....

for the approval of the following proposal:

The Proposal

*Complete as in
Form 3.*

.....

**Summary of the nature of work and its extent (and materials) [or in the
case of an object, a short description of it and details of the proposal]**

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Plans, drawings, specifications or other documents

**The proposal is described by the following items copies of which were
supplied to the Fabric Advisory Committee with the application:**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

List and number the items and give reference numbers, if applicable.

Non-determination

A period of 3 months has elapsed since the date of the above application and it has not been determined by the Fabric Advisory Committee.

Request for determination

The Chapter requests the Commission to deal with the application and to determine it within a period of 3 months from the date of this request.

DOCUMENTS ACCOMPANYING THIS REQUEST

Copies of the following items accompany this form:

1. The application in Form 3 dated20... for approval of the above proposal.
2. Plans, drawings, specifications or other documents which accompanied that application.

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE

1. This form and all the accompanying items listed in it should be sent to the secretary of the Cathedrals Fabric Commission at the Commission’s published address within 28 days after the expiry of the period of 3 months immediately following the date of the application to the Fabric Advisory Committee.
2. A copy of this form must be sent to the secretary to the Fabric Advisory Committee of your Cathedral at the same time as the form is sent to the secretary of the Commission.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 7 (Rule 6)

**Section 9(4) of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision by Cathedrals Fabric Commission on request to deal with
application not determined by Fabric Advisory Committee**

Insert name of cathedral.

TAKE NOTICE that the Chapter of the Cathedral Church of

.....

**Insert dates.*

on*

requested the Commission to determine an application made to the Fabric Advisory Committee of the said Cathedral Church on *..... and which was not determined by the committee within the period of 3 months immediately following the application.

The Chapter's said application was for approval of the following proposal:

The Proposal

Complete as in Form 3.

.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Representations

List any statutory consultees and other bodies and give total number of representations from members of the public.

Representations in writing in respect of the above proposal were received by the Fabric Advisory Committee from:

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Decision

At a meeting of the Cathedrals Fabric Commission held on

Enter date.

the above proposal and representations were considered and the Commission decided to

**Delete as appropriate.*

***1. Approve the proposal,**

***2. Approve the proposal subject to the following condition(s):**

List and number conditions.

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for the following reasons:

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OR

***3. Refuse to give approval to the proposal**

for the following reasons:

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Signed:

Secretary of the Cathedrals Fabric Commission

Dated:

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 7(9), as applicable.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

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PART 3

Forms 8 to 14: Application or Appeal to Commission

FORM 8 (Rule 7)

Section 8 of Care of Cathedrals Measure 1990 (as amended)

Application to the Cathedrals Fabric Commission for approval of a proposal

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator or any other person dealing with the application:

.....

.....

Telephone number:.....

Fax number:.....

E-mail address:.....

applies to the Commission for approval of the following proposal:

Short description e.g. repair of stonework, sale of silver.

The Proposal

.....

Summary of the nature of the work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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.....

.....

Plans, drawings, specifications or other documents

The proposal is described by the following items which accompany this form:

List and number the items and give reference numbers, if applicable.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

DISPLAY OF PUBLIC NOTICE

I confirm that

- (i) a Public Notice in Form 9 is being displayed from the date of this application;
- (ii) a copy of the Public Notice in Form 9 is being sent immediately to the following bodies specified in rule 7(3) and (4) and as indicated below;
- (iii) a copy (free of charge) of each of the plans, drawings, specifications or other documents itemised above as being sent immediately in accordance with rule 7(4) to the bodies indicated below.

Public Notice

Tick boxes to indicate.

Fabric Advisory Committee of the Cathedral

Copy plans etc.

English Heritage

**If none, then notice is to be given to each amenity society listed below.*

The national amenity societies (or such person* as those societies have jointly appointed for the purposes of the Measure)

If the proposal is for works described in section 2(1)(a) of the Measure—

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

Notes

1. The national amenity societies are the Ancient Monuments Society, the Council for British Archaeology, the Georgian Group, the Society for the Protection of Ancient Buildings, the Victorian Society and the Twentieth Century Society.

2. This form and all the accompanying items in it should be sent to the secretary of the Cathedrals Fabric Commission at the Commission's published address.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 9 (Rule 7)

**Section 8 of Care of Cathedrals Measure 1990 (as amended)
Public Notice on application to the Cathedrals Fabric Commission**

PUBLIC NOTICE

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert date.

has on this date

applied to the Cathedrals Fabric Commission for approval of the following proposal:

The Proposal

Complete as in Form 8.

.....

Summary of the nature of the work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Plans, drawings, specifications or other documents

Copies of the plans, drawings, specifications and other documents accompanying this application may be examined at the office of the Chapter of the Cathedral Church.

Insert postal address and postcode of Chapter office.

Postal address, including postcode:.....
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.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Insert days when office is open. **from**

Insert hours when office is open. **between the hours of:** **and**

Insert date on notice. **from this day:**

Insert date 28 days later. **and until:**

Representations

If you wish to make representations about the whole or any part of the proposal described in this Notice you should write to:

THE SECRETARY OF THE CATHEDRAL FABRIC COMMISSION

Insert full postal address. Postal address, including
 postcode:.....

Insert fax number and e-mail address. Fax number:.....
 E-mail address:.....

so that it reaches the secretary not later than:

Insert a date ending 28 days after the date of commencement of the period for representations.

DIRECTIONS TO CHAPTER

1. This public notice (or a copy of it) must be displayed for a continuous period of 28 days in a prominent position inside and outside your cathedral where it is readily visible to the public.
2. A copy of this notice must be sent as follows to:
 - (a) the Fabric Advisory Committee of your Cathedral Church,
 - (b) English Heritage,
 - (c) the national amenity societies (or such person as those societies have jointly appointed for the purposes of the Measure), and
 - (d) if the proposal is of a kind described in section 2(1)(a), to the local planning authority.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

CERTIFICATE OF PUBLICATION

I hereby certify that a copy of this Public Notice was displayed for a period of 28 days:

Insert dates.

from:

to:

(i) inside the Cathedral Church

and

(ii) outside the said Cathedral Church

where it was readily visible to the public.

I further certify that, as required, I sent a copy of this Public Notice to the bodies specified in Direction 2 above.

Signed:

(Administrator of the Cathedral Church)

Dated:

NOTE: This certificate must be completed immediately after the expiry of the period of 28 days and sent to the Cathedrals Fabric Commission which will be unable to determine the proposal until this certificate has been received.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 10 (Rule 7)

**Section 8 of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision of Cathedrals Fabric Commission**

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

applied on

Insert date of application.

.....

for the approval of the following proposal:

The Proposal

Complete as in Form 8.

.....

Summary of the nature of the work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Representations

Representations in writing in respect of the above proposal were received from:

List any statutory consultees and other bodies and give total number of representations from members of the public.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Decision

At a meeting of the Cathedrals Fabric Commission held on:

Enter date.

.....

the above proposal and representations were considered and the Commission decided to:

**Delete as appropriate.*

***1. Approve the proposal,**

***2. Approve the proposal subject to the following condition(s):**

List and number conditions.

.....
.....
.....

for the following reasons:

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.....

OR

***3. Refuse to give approval to the proposal**

for the following reasons:

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.....

Signed:

Secretary of the Cathedrals Fabric Commission

Dated:

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 7(9), as applicable.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 11 (Rule 8)

Section 9(1) of Care of Cathedrals Measure 1990 (as amended) Appeal to the Cathedrals Fabric Commission against a decision of the Fabric Advisory Committee

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator or any other person dealing with the appeal:

.....
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.....

Telephone number:.....

Fax number:.....

E-mail address:.....

**Delete as applicable.*

appeals against the decision dated, of the Fabric Advisory Committee *refusing to give approval to/ *approving with conditions, the following proposal:

The Proposal

Complete as in Form 3.

.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

Complete as in Form 3.

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Delete or complete as appropriate.*

The Chapter requests the Commission to *reverse the decision/ *vary that part of the decision consisting of

.....
.....

Grounds of appeal

The Chapter relies upon the following grounds of appeal:

Here set these out in detail.

- 1.
- 2.
- 3.
- 4.

DOCUMENTS ACCOMPANYING THIS APPEAL

Copies of the following items accompany this form:

1. Notice of the Decision of the Fabric Advisory Committee in Form 5 dated20...
2. The application in Form 3 dated20... for approval of the above proposal.
3. Plans, drawings, specifications or other documents which accompanied that application.

Signed:

Administrator on behalf of the Chapter

Dated:

Note

1. This form and all the accompanying items listed in it should be sent to the secretary of the Cathedrals Fabric Commission at the Commission's published address within 3 months from the date when the decision of the Fabric Advisory Committee was sent or delivered to the Chapter.
2. A copy of this form must be sent to the secretary to the Fabric Advisory Committee of your Cathedral church at the same time as the form is sent to the secretary of the Commission.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 12 (Rule 8)

**Section 9(3) of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision on Appeal to Cathedrals Fabric Commission**

Insert name of cathedral. TAKE NOTICE that the Chapter of the Cathedral Church of:

appealed on

**Delete as applicable.* against the decision dated, of the Fabric Advisory Committee of the said Cathedral Church *refusing to give approval to/ *approving with conditions, the following proposal:

The Proposal
Complete as in Form 11.

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]
Complete as in Form 11.

Representations received by the Fabric Advisory Committee
Representations in writing in respect of the above proposal were received from:
List any statutory consultees and other bodies and give total number of representations from members of the public.

Decision
At a meeting of the Cathedrals Fabric Commission held on:
Enter date.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

the Chapter's proposal and grounds of appeal, the decision of the Fabric Advisory Committee and representations received by the Committee were all considered and the Commission decided to:

**Delete as appropriate.*

***1. Confirm the decision of the Fabric Advisory Committee for the following reasons:**

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***2. Reverse the decision of the Fabric Advisory Committee and grant approval of the proposal for the following reasons:**

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***3. Vary the decision of the Fabric Advisory Committee as follows:**

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.....

The Commissions reasons for varying the decision are:

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.....

Signed:

Secretary of the Cathedrals Fabric Commission

Dated:

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 7(9), as applicable.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 13 (Rule 9)

**Sections 9(1) and 10C of Care of Cathedrals Measure 1990 (as amended)
Appeal by Chapter/ Tenant to the Cathedrals Fabric Commission against a
decision of the Fabric Advisory Committee**

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert name and address of tenant.

and/ or the tenant

of

.....

**Delete as applicable.*

appeal(s) against the decision dated, of the Fabric Advisory Committee *refusing to give approval to/ *approving with conditions, the following proposal for the carrying out of works by the said tenant (for which the Chapter is willing to give consent subject to approval being given under the Measure):

The Proposal

Complete as in Form 3.

.....

Summary of the nature of work and its extent (and materials)

Complete as in Form 3.

.....

.....

.....

**Delete or complete as appropriate.*

The Chapter and/ or the tenant request the Commission to *reverse the decision/ *vary that part of the decision consisting of

.....

.....

Grounds of appeal

The Chapter and/ or the tenant relies upon the following grounds of appeal:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Here set these out in detail.

- 1.
- 2.
- 3.
- 4.

<p>DOCUMENTS ACCOMPANYING THIS APPEAL</p> <p>Copies of the following items accompany this form:</p> <ul style="list-style-type: none"> 1. Notice of the Decision of the Fabric Advisory Committee in Form 5 dated20.... 2. The application in Form 3 dated20... for approval of the above proposal. 3. Plans, drawings, specifications or other documents which accompanied that application.

Administrator on behalf of the Chapter

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator or any other person dealing with the application:

Telephone number:.....

Fax number:.....

E-mail address:.....

Signed:

Administrator on behalf of the Chapter

Dated:

Tenant

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the tenant:

Telephone number:.....

Fax number:.....

E-mail address:.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Signed:

Tenant

Dated:

Note

1. This form and all the accompanying documents listed in it should be sent by the administrator/tenant to the secretary of the Cathedrals Fabric Commission at the Commission's published address.

- (i) in a case where the Chapter is appealing alone or with the tenant, within 28 days of receipt of notice of the decision of the Fabric Advisory Committee;
- (ii) in a case where the tenant is appealing alone, within 28 days after notification by the Chapter to the tenant that the Chapter has decided not to appeal.

2. A copy of this form must be sent by the administrator (or by the tenant if the Chapter is not appealing) to the secretary of the Fabric Advisory Committee at the same time as the form is sent to the secretary of the Commission.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 14 (Rule 9)

**Section 9(3) of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision by Cathedrals Fabric Commission on appeal by Chapter/
Tenant against a decision of the Fabric Advisory Committee**

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert name and address of tenant or delete as appropriate.

and/ or the tenant

of

.....

appealed on

Insert date.

.....

**Delete as applicable.*

against the decision dated, of the Fabric Advisory Committee of the said Cathedral Church *refusing to give approval to/ *approving with conditions, the following proposal for the carrying out of works by the said tenant (for which the Chapter is willing to give consent subject to approval being given under the Measure):

The Proposal

Complete as in Form 13.

.....

Summary of the nature of work and its extent (and materials)

Complete as in Form 13.

.....

.....

.....

.....

.....

.....

List any statutory consultees and other bodies and give total number of representations from members of the public.

Representations received by the Fabric Advisory Committee

Representations in writing in respect of the above proposal were received from:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

.....
.....
.....

Decision

At a meeting of the Cathedrals Fabric Commission held on:

Enter date.

.....

the Chapter's/ tenant's proposal and grounds of appeal, the decision of the Fabric Advisory Committee and representations received by the Committee were all considered and the Commission decided to:

**Delete as appropriate.*

***1. Confirm the decision of the Fabric Advisory Committee for the following reasons:**

.....
.....
.....

***2. Reverse the decision of the Fabric Advisory Committee and grant approval of the proposal for the following reasons:**

.....
.....
.....

***3. Vary the decision of the Fabric Advisory Committee as follows:**

.....
.....
.....

The Commission's reasons for varying the decision are:

.....
.....
.....

Signed:

Secretary of the Cathedrals Fabric Commission

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 7(9), as applicable.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

PART 4

Form 15: Notice of proposed application for Listed Building Consent or Scheduled Monument Consent

FORM 15 (Rule 11)

**Section 15 of Care of Cathedrals Measure 1990 (as amended)
Notice of proposed application for Listed Building Consent or Scheduled Monument Consent**

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of

Insert name of cathedral.

.....

gives notice that an application is to be made for

Listed building consent to

Name the local planning authority.

.....

**Delete if not applicable.*

***Scheduled monument consent**

in respect of the work described below which it is proposed shall be carried out to a building or monument within the precinct of the said Cathedral Church as indicated in the proposal.

The Proposal and Building/ Monument concerned

Give a short description of proposed work and identify building/ monument.

.....
.....
.....

Plans, drawings, specifications or other documents

The proposal is adequately described by the following items which accompany this Notice.

List and number the items.

.....
.....
.....
.....

Representations

Any representations which the Commission may wish to make should be sent in writing no later than

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

See Note 1 below.

Insert full postal address and postcode.

.....

to the administrator at

Postal address, including postcode of the administrator or any other person dealing with the Notice:

.....
.....
.....
.....

Fax number:.....

E-mail address:.....

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE

1. The date to be inserted must be 28 days from the date on which this Notice is sent or delivered to the Commission.
2. This form and all the accompanying items listed in it should be sent to the secretary of the Cathedrals Fabric Commission at the Commission's published address.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

PART 5

Forms 16 to 18: Treasure

FORM 16 (Rule 16 and Schedule 1)

Sections 6/ 6A(4) of Care of Cathedrals Measure 1990 (as amended) Application to Cathedrals Fabric Commission for approval of sale, loan or disposal of treasure

To the Cathedrals Fabric Commission (“the Commission”)

The Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert full postal address and contact telephone and fax numbers and e-mail address.

Postal address, including postcode of the administrator or any other person dealing with the application:

.....
.....
.....

Telephone number:.....

Fax number:.....

E-mail address:.....

**Delete as applicable.*

after consulting the Fabric Advisory Committee of the said Cathedral which *supports/ *does not support the application applies to the Commission for approval of the following proposal.

The Proposal

The Chapter proposes to take the following course of action in respect of the object of treasure consisting of

Concisely identify the object.

.....
.....
.....

namely

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

** Delete or complete as applicable.*

***(1) selling it for the best obtainable price,**

***(2) lending it temporarily/ permanently to:**

.....
.....

***(3) disposing of it by:**

.....
.....

INFORMATION ABOUT THE OBJECT

Details of the size, features, history (where known) and significance of the object are contained in the following items which accompany this form:

List plans, photographs, extracts from publications etc. relied upon.

.....
.....
.....
.....
.....

In the case of proposed sale or other disposal (but not loan)

The following are attached—

- (1) Correspondence between the Chapter and the British Museum stating whether the British Museum or another museum is the specified museum for the purpose of Schedule 1;
- (2) Correspondence between the Chapter and the specified museum as to its interest in acquiring the above object.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

DISPLAY OF PUBLIC NOTICE

I confirm that

- (i) a Public Notice in Form 17 is being displayed from the date of this application;
- (ii) a copy of the Public Notice in Form 17 is being sent immediately to the following bodies specified in paragraph 6(6) and (7) in Schedule 1 as appropriate and as indicated below;
- (iii) a copy (free of charge) of the details of the object contained in the items listed above and of the correspondence attached to this Form is being sent immediately to the bodies indicated below.

Public Notice

Tick boxes to indicate.

Fabric Advisory Committee of the Cathedral

Copy plans etc.

English Heritage

**If none, then notice is to be given to each amenity society listed below.*

The national amenity societies (or such person* as those societies have jointly appointed for the purposes of the Measure)

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE: The national amenity societies are the Ancient Monuments Society, the Council for British Archaeology, the Georgian Group, the Society for the Protection of Ancient Buildings, the Victorian Society and the Twentieth Century Society.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 17 (Rule 16 and Schedule 1)

Sections 6/ 6A(4) of Care of Cathedrals Measure 1990 (as amended)
Public Notice on application to the Cathedrals Fabric Commission in respect of
object of treasure

PUBLIC NOTICE

TAKE NOTICE that the Chapter of the Cathedral Church of:

Insert name of cathedral.

.....

Insert date.

has on this date

applied to the Cathedrals Fabric Commission for approval of the following proposal:

The Proposal

Complete as in Form 16.

The Chapter proposes to take the following course of action in respect of the object of treasure consisting of

Concisely identify the object.

.....
.....
.....

namely

* Delete or complete as applicable.

*(1) selling it for the best obtainable price,

*(2) lending it temporarily/ permanently to:

.....
.....

*(3) disposing of it by:

.....
.....

Information about the object

Documents relating to this object which accompany this application may be examined at the office of the Chapter of the Cathedral Church.

Insert postal address and postcode of Chapter office.

Postal address, including postcode:.....
.....
.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Insert days when office is open. **from**
Insert hours when office is open. **between the hours of:** **and**

Insert date on notice. **from this day:**

Insert date 28 days later. **and until:**

Representations

If you wish to make representations about the proposal described in this Notice you should write to:

THE SECRETARY OF THE CATHEDRAL FABRIC COMMISSION

Insert full postal address. Postal address, including postcode:.....
.....
.....

Insert fax number and e-mail address. Fax number:.....
E-mail address:.....

so that it reaches the secretary not later than:

Insert a date ending 28 days after the date of commencement of the period for representations.

DIRECTIONS TO CHAPTER

1. This public notice (or a copy of it) must be displayed for a continuous period of 28 days in a prominent position inside and outside your cathedral where it is readily visible to the public.
2. A copy of this notice must be sent as follows to:
 - (a) the Fabric Advisory Committee of your Cathedral Church,
 - (b) English Heritage,
 - (c) the national amenity societies (or such person as those societies have jointly appointed for the purposes of the Measure).

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

CERTIFICATE OF PUBLICATION

I hereby certify that a copy of this Public Notice was displayed for a period of 28 days:

Insert dates.

from:

to:

(i) inside the Cathedral Church

and

(ii) outside the said Cathedral Church

where it was readily visible to the public.

I further certify that, as required, I sent a copy of this Public Notice to the bodies specified in Direction 2 above.

Signed:

(Administrator of the Cathedral Church)

Dated:

NOTE: This certificate must be completed immediately after the expiry of the period of 28 days and sent to the Cathedrals Fabric Commission which will be unable to determine the proposal until this certificate has been received.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 18 (Rule 16 and Schedule 1)

**Sections 6/ 6A(4) of Care of Cathedrals Measure 1990 (as amended)
Notice of Decision of Cathedrals Fabric Commission on application relating to
treasure**

*Insert name of
cathedral.*

TAKE NOTICE that the Chapter of the Cathedral Church of:

.....

*Insert date of
application.*

applied on

.....

for the approval of the following proposal:

The Proposal

**The Chapter proposes to take the following course of action in respect of
the object of treasure consisting of**

*Complete as in Form
16.*

.....

.....

.....

.....

.....

.....

Representations

**Representations in writing in respect of the above proposal were received
from:**

*List any statutory
consultees and other
bodies and give total
number of
representations from
members of the
public.*

.....

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At a meeting of the Cathedrals Fabric Commission held on:

Enter date.

.....

**Delete if not
applicable.*

**the above proposal, the written representations listed above *and
comments in reply from the Chapter were considered and the
Commission:**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Delete or complete as appropriate.*

***1. Approved the proposal and specified that within a period of months after the purchase price had been determined under paragraph 8 of Schedule 1 an opportunity to purchase the object should be given to the specified museum but if on expiry of that period no purchase had taken place then the object could be sold in accordance with the proposal.**

***2. Refused to give approval to the proposal for the following reasons:**

.....
.....
.....
.....
.....

Signed:

Secretary of the Cathedrals Fabric Commission

Dated:

NOTES:

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in paragraph 7(3) of Schedule 1.
2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the Cathedral where it will be readily visible to the public for a period of not less than 28 days.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

PART 6

Forms 19 to 24: Request for review by Commission of Review

FORM 19 (Rule 17)

Section 10(1)(a) of Care of Cathedrals Measure 1990 (as amended) Request for review of decision of the Cathedrals Fabric Commission following non-determination by Fabric Advisory Committee

COMMISSION OF REVIEW

**Delete as appropriate.*

**To the Provincial Registrar of the province of *Canterbury/ *York
The Chapter of the Cathedral Church of**

Insert name of cathedral.

.....
**requests the Commission of Review to review a decision dated
..... of the Cathedrals Fabric Commission under
section 9(2) and (4) of the Measure**

Application to Fabric Advisory Committee

**On the Chapter applied to the
Fabric Advisory Committee of the said Cathedral Church for approval
of the following proposal:**

The Proposal

Complete as in Form 3.

.....
**Summary of the nature of work and its extent (and materials) [or in the
case of an object, a short description of it and details of the proposal]**

Complete as in Form 3.

.....
.....
.....
.....
.....
.....
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.....
.....

Plans, drawings, specifications or other documents

**The proposal is described by the following items, copies of which were
supplied to the Fabric Advisory Committee and to the Cathedrals Fabric
Commission**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

List and number the items and give reference numbers if applicable.

.....
.....
.....
.....

Non-determination

The Chapter's said application was not determined within 3 months of the date of making of the application and on the Chapter requested the Cathedrals Fabric Commission to deal with the application.

**Delete or complete as appropriate.*

The Commission of Review is requested to *reverse the decision of the Cathedrals Fabric Commission/ *vary that part of the decision of the Cathedral Fabric Commission consisting of

.....
.....
.....
.....

Grounds for Review of decision

In requesting a review of the decision of the Cathedrals Fabric Commission the Chapter relies on the following grounds:

Here set these out in detail.

- 1.
- 2.
- 3.
- 4.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

DOCUMENTS ACCOMPANYING THIS REQUEST

Copies of the following documents accompany this form.

- 1. Notice of the decision of the Cathedral Fabric Commission in Form 7 dated**
- 2. The Chapter's application in Form 3 to the Fabric Advisory Committee dated for approval of the above proposal**
- 3. Plans, drawings, specifications [photographs] or other documents which accompanied that application**
- 4. The Public Notice in Form 4 required by rule 5(2)**
- 5. The request in Form 6 to the Cathedrals Fabric Commission to deal with the application**

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE

This form and all the accompanying items listed in it should be sent or delivered to the Provincial Registrar at the published address of the Provincial Registry within 3 months of the date when notice of the Commission's decision was sent or delivered to the Chapter.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

NOTIFICATION OF OTHER BODIES

I confirm that a copy of this form is being sent immediately in accordance with rule 17(3) to the bodies indicated below

Tick boxes to indicate.

the Cathedrals Fabric Commission

the Fabric Advisory Committee of the above Cathedral Church

English Heritage

the national amenity societies or such person as those societies may have jointly appointed for the purposes of the Measure

If the proposal is of a kind described in section 2(1)(a)—

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 20 (Rule 18)

**Section 10(2) of Care of Cathedrals Measure 1990 (as amended)
Request to Commission of Review to deal with Application or Appeal not
determined by Cathedrals Fabric Commission**

COMMISSION OF REVIEW

**Delete as appropriate.*

**To the Provincial Registrar of the province of *Canterbury/ *York
The Chapter of the Cathedral Church of**

Insert name of cathedral.

.....
requests the Commission of Review to deal with the matter indicated below which has not been determined by the Cathedrals Fabric Commission:

**Delete as appropriate.*

***1. The Chapter's application for approval of a proposal made to the Cathedrals Fabric Commission on**

***2. The Chapter's request dated under section 9(2) for the Cathedrals Fabric Commission to determine an application not determined by the Fabric Advisory Committee of the said Cathedral;**

***3. An appeal dated by the Chapter to the Cathedrals Fabric Commission from a decision of the Fabric Advisory Committee of the said Cathedral.**

The proposal for which the Chapter seeks approval is as follows:

The Proposal

Complete as in Form 8, 6, 11 or 13 as appropriate.

Concise description of the nature of the proposal (or in the case of an object state whether it is sale, loan or disposal)

.....
.....
.....
.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Complete as in Form 8, 6, 11 or 13 as appropriate.

Summary of the nature of work and its extent (and materials)

.....
.....
.....
.....
.....
.....
.....
.....

[For request 1 or 2 above include the following:

**Delete as appropriate.*

The time for determination of the Chapter’s application *for approval/ *under section 9(2) by the Cathedrals Fabric Commission expired on

.....

and the Chapter requests the Commission of Review to determine the matter by approving the above proposal.]

[For request 3 above (appeal) include the following:

**Delete or complete as appropriate.*

The time for determination of the Chapter’s appeal to the Cathedrals Fabric Commission from a decision of the Fabric Advisory Committee of the said cathedral expired on

The Chapter requests the Commission of Review to *reverse the decision/ *vary that part of the decision of the Fabric Advisory Committee consisting of

.....
.....
.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

DOCUMENTS ACCOMPANYING THIS REQUEST

Copies of the following documents accompany this form.

(For request 1 above)

**Delete as applicable.*

1. The Chapter’s application in Form *[8] [16] dated seeking approval from the Cathedrals Fabric Commission for the above proposal.

2. Plans, drawings, specifications [photographs] or other documents which accompanied that application

**Delete as applicable.*

3. The Public Notice in Form *[9] [17] required by rule 7(2) or paragraph 6(5) of Schedule 1.

(For request 2 above)

1. The Chapter’s application in Form 3 dated seeking approval from the Fabric Advisory Committee for the above proposal.

2. Plans, drawings, specifications [photographs] or other documents which accompanied that application

3. The Public Notice in Form 4 required by rule 5(2)

(For request 3 above)

1. Notice of the decision of the Fabric Advisory Committee of the said Cathedral in Form 5 dated

2. The Chapter’s application in Form 3 dated seeking approval from the Fabric Advisory Committee for the above proposal.

3. Plans, drawings, specifications [photographs] or other documents which accompanied that application

4. The Public Notice in Form 4 required by rule 5(2)

5. The Chapter’s appeal in Form 11 or 13 dated to the Cathedrals Fabric Commission against the said decision of the Fabric Advisory Committee

Signed:

Administrator on behalf of the Chapter

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

NOTE

This form and all the accompanying items listed in it should be sent or delivered to the Provincial Registrar at the published address of the Provincial Registry within 28 days after the expiry of the period specified in rule 7(8) (request 1) or rule 6(4) (request 2) or rule 8(4) (request 3) whichever applies.

NOTIFICATION OF OTHER BODIES

I confirm that a copy of this form is being sent immediately to the bodies indicated below

Tick boxes to indicate.

the Cathedrals Fabric Commission

the Fabric Advisory Committee of the above Cathedral Church

English Heritage

the national amenity societies or such person as those societies may have jointly appointed for the purposes of the Measure

If the proposal is of a kind described in section 2(1)(a)—

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 21 (Rule 19)

**Section 10(1)(a) of Care of Cathedrals Measure 1990 (as amended)
Request for review of decision of the Cathedrals Fabric Commission on
application for approval of proposal**

COMMISSION OF REVIEW

**Delete as appropriate.*

To the Provincial Registrar of the province of *Canterbury/ *York

The Chapter of the Cathedral Church of

Insert name of cathedral.

**Delete as applicable.*

.....

**requests the Commission of Review to review the decision dated
..... of the Cathedrals Fabric Commission *refusing to
give approval/ *approving with conditions, the following proposal:**

The Proposal

Complete as in Form 8 or 16 as applicable.

.....
.....
.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

Complete as in Form 8 or 16 as applicable.

.....
.....
.....
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.....
.....

**Delete or complete as appropriate.*

The Commission of Review is requested to *reverse the decision of the Cathedrals Fabric Commission/ *vary that part of the decision of the Cathedral Fabric Commission consisting of

.....
.....
.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Grounds for Review of decision

In requesting a review the Chapter relies on the following grounds:

Here set these out in detail.

- 1.
- 2.
- 3.
- 4.

<u>DOCUMENTS ACCOMPANYING THIS REQUEST</u>	
Copies of the following documents accompany this form.	
<i>*Delete if not applicable.</i>	1. Notice of the decision of the Cathedrals Fabric Commission in *Form [10] [18] dated
	2. The application in *Form [8] [16] dated for approval of the above proposal
	3. Plans, drawings, specifications, photographs or other documents which accompanied that application

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE

This form and all the accompanying items listed in it should be sent or delivered to the Provincial Registrar at the published address of the Provincial Registry within 3 months of the date when notice of the Commission’s decision was sent or delivered to the Chapter.

NOTIFICATION OF OTHER BODIES

I confirm that a copy of this form is being sent immediately in accordance with rule 19(3) to the bodies indicated below

Tick boxes to indicate.

- the Cathedrals Fabric Commission**
- the Fabric Advisory Committee of the said Cathedral Church**
- English Heritage**
- the national amenity societies or such person as those societies may have jointly appointed for the purposes of the Measure**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

If the proposal is of a kind described in section 2(1)(a)—

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 22 (Rule 20)

**Section 10(1)(b) of Care of Cathedrals Measure 1990 (as amended)
Request for review of decision of the Cathedrals Fabric Commission on appeal
from a decision of the Fabric Advisory Committee**

COMMISSION OF REVIEW

**Delete as appropriate.*

**To the Provincial Registrar of the province of *Canterbury/ *York
The Chapter of the Cathedral Church of**

Insert name of cathedral.

.....
**requests the Commission of Review to review a decision dated
..... of the Cathedrals Fabric Commission on appeal
from the Fabric Advisory Committee of the said Cathedral**

Application to Fabric Advisory Committee

**On the Chapter applied to the
Fabric Advisory Committee of the said Cathedral Church for approval
of the following proposal:**

The Proposal

Complete as in Form 3.

.....

Complete as in Form 3.

**Summary of the nature of work and its extent (and materials) [or in the
case of an object, a short description of it and details of the proposal]**

.....
.....
.....
.....
.....

Plans, drawings, specifications or other documents

**The proposal is described by the following items, copies of which were
supplied to the Fabric Advisory Committee and to the Cathedrals Fabric
Commission**

List and number the items and give reference numbers if applicable.

.....
.....
.....

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Delete or complete as appropriate.*

The Commission of Review is requested to *reverse the decision of the Cathedrals Fabric Commission/ *vary that part of the decision of the Cathedral Fabric Commission consisting of

.....
.....
.....

Grounds for Review of decision

In requesting a review of the decision of the Cathedrals Fabric Commission the Chapter relies on the following grounds:

Here set these out in detail.

- 1.
- 2.
- 3.

DOCUMENTS ACCOMPANYING THIS REQUEST

Copies of the following documents accompany this form.

- 1. Notice of the decision of the Fabric Advisory Committee in Form 5 dated**
- 2. Notice of the decision of the Cathedral Fabric Commission in Form 14 dated**
- 3. The Chapter's application to the Fabric Advisory Committee in Form 3 dated for approval of the above proposal**
- 4. Plans, drawings, specifications [photographs] or other documents which accompanied that application**
- 5. The appeal in Form 11 to the Cathedrals Fabric Commission dated**

Signed:

Administrator on behalf of the Chapter

Dated:

NOTE

This form and all the accompanying items listed in it should be sent or delivered to the Provincial Registrar at the published address of the Provincial Registry within 3 months of the date when notice of the Commission's decision was sent or delivered to the Chapter.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

NOTIFICATION OF OTHER BODIES

I confirm that a copy of this form is being sent immediately in accordance with rule 20(3) to the bodies indicated below

Tick boxes to indicate.

the Cathedrals Fabric Commission

the Fabric Advisory Committee of the said Cathedral Church

English Heritage

the national amenity societies or such person as those societies may have jointly appointed for the purposes of the Measure

If the proposal is of a kind described in section 2(1)(a)—

Local Planning Authority

Signed:

Administrator on behalf of the Chapter

Dated:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 23 (Rule 21)

Section 10C of Care of Cathedrals Measure 1990 (as amended)

Request to Commission of Review by Chapter/ tenant for review of a decision of the Cathedrals Fabric Commission

COMMISSION OF REVIEW

**Delete as appropriate.*

To the Provincial Registrar of the province of *Canterbury/ *York

Insert name of cathedral.

The Chapter of the Cathedral Church of:

Insert name and address of tenant.

.....
and/ or the tenant
of
.....
.....

**Delete as applicable.*

request the Commission of Review to review the decision dated of the Cathedrals Fabric Commission *refusing to give approval/ *approving with conditions, the following proposal to carry out works to the property at the above address (for which the Chapter is willing to give consent subject to approval being given under the Measure).

The Proposal

Complete as in Form 8 or 13.

.....
.....
.....
.....
.....

**Delete or complete as appropriate.*

The Chapter and/ or the tenant request the Commission of Review to *reverse the decision of the Cathedrals Fabric Commission/ *vary that part of the decision of the Cathedral Fabric Commission consisting of

.....
.....
.....

Grounds for Review of decision

The Chapter and/ or the tenant rely upon the following grounds in support of the request for a review:

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Here set these out in detail.
1.
2.
3.
4.

<u>DOCUMENTS ACCOMPANYING THIS REQUEST</u>	
Copies of the following documents accompany this form.	
<i>Tick boxes as applicable to indicate.</i>	<input type="checkbox"/> Notice of the decision of the Cathedral Fabric Commission in Form 10 dated
	<input type="checkbox"/> The Chapter's application in Form 8 dated for approval of the above proposal
	<input type="checkbox"/> Plans, drawings, specifications or other documents which accompanied the application
	<input type="checkbox"/> The Chapter's appeal in Form 13 dated

Signed:

Administrator on behalf of the Chapter

Dated:

Signed:

Above tenant. **Tenant of**

Dated:

NOTE

This form and all the accompanying items listed in it should be sent or delivered to the Provincial Registrar at the published address of the Provincial Registry—

- (i) in a case where the Chapter requests a review alone or with the tenant within 28 days of receipt of notice of the decision of the Commission.
- (ii) in a case where the tenant alone requests a review within 28 days after notification by the Chapter to the tenant that the Chapter has decided not to appeal.

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FORM 24 (Rules 17-21)

Sections 10C, 10(1)(a) and (b) and 10(2) of Care of Cathedrals Measure 1990 (as amended)

Notice of Decision of COMMISSION OF REVIEW

TAKE NOTICE that the Chapter of the Cathedral Church of

Insert name of cathedral.

.....
[the tenant of]

on
requested the Commission of Review to

Use only the relevant paragraph.

1. Review the decision dated of the Cathedrals Fabric Commission in respect of the Chapter's/ tenant's proposal to carry out works at the tenanted property;

or

2. Review the decision dated of the Cathedrals Fabric Commission in respect of the Chapter's proposal to carry out works [or sell, lend, or dispose of an object];

or

3. Review the decision dated of the Cathedrals Fabric Commission under section 9(2) of the Measure following non-determination by the Fabric Advisory Committee;

or

4. Review the decision dated of the Cathedrals Fabric Commission on appeal from a decision of the Fabric Advisory Committee;

or

5. Deal with the Chapter's application for approval of a proposal made to the Cathedrals Fabric Commission on and not determined within the specified period;

or

6. Deal with the Chapter's request dated under section 9(2) for the Cathedrals Fabric Commission to determine an application not determined by the Fabric Advisory Committee and then not determined by the Cathedrals Fabric Commission within the specified period;

or

7. Deal with an appeal dated by the Chapter to the Cathedrals Fabric Commission from a decision of the Fabric Advisory Committee and not determined by the Cathedrals Fabric Commission within the specified period.

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The Proposal the subject of review

Concise description of the nature of the proposal

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.....
.....
.....

Summary of the nature of work and its extent (and materials) [or in the case of an object, a short description of it and details of the proposal]

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Decision

The Commission of Review held a hearing in public on

Enter date.

.....

and after considering all representations both oral and written received in relation to the above proposal, decided to:

**Delete as appropriate.*

1. *(a) Confirm the decision of the Cathedrals Fabric Commission

or

***(b) Reverse the decision of the Cathedrals Fabric Commission and grant approval of the proposal for the following reasons:**

.....
.....
.....
.....
.....

***(c) Vary the decision *in whole/ *in part of the Cathedral Fabric Commission as follows:**

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.....
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.....
.....

The reasons for varying the decision are

.....
.....
.....
.....

[**Note:** The form of words in 1(a), (b) or (c) should be used for a review under paragraphs 1 to 4 above.]

2. *(a) Approve the proposal

or

(b) Approve the proposal subject to the following condition(s):

.....
.....
.....
.....

for the following reasons:

.....
.....
.....
.....

or

(c) Refuse to give approval to the proposal for the following reasons:

.....
.....
.....
.....

[**Note:** The form of words in 2(a), (b) or (c) should be used for dealing with an application under paragraphs 5 or 6 above.]

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3. (a) Confirm the decision of the Fabric Advisory Committee

or

(b) Reverse the decision of the Fabric Advisory Committee and grant approval of the proposal for the following reasons:

.....
.....
.....
.....
.....

**Delete as appropriate.*

***(c) Vary the decision (*in whole/ *in part) of the Fabric Advisory Committee as follows:**

.....
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.....

The reasons for varying the decision are

.....
.....
.....
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.....

[**Note:** The form of words in 3(a), (b) or (c) should be used for dealing with an appeal under paragraph 7 above.]

Costs

The Commission of Review ordered:

Signed:

Provincial Registrar on behalf of the Commission of Review

Dated:

NOTES

1. A copy of this Notice is to be sent or delivered to the bodies or persons specified in rule 19(3) as appropriate in relation to which form of request or appeal is made to the Commission under paragraphs 1 to 7 above.

2. Within 7 days of receipt of this Notice the administrator of the Cathedral Church is to display a copy of it inside and outside the cathedral where it will be readily visible to the public for a period of not less than 28 days.

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PART 7

Forms 25 and 26: Registers of applications to fabric advisory committee and Commission

FORM 25 (Rule 27)

Section 10B of Care of Cathedrals Measure 1990 (as amended)

Entry in Register of Applications made under the Care of Cathedrals Measure 1990 (as amended) to the Fabric Advisory Committee

The Fabric Advisory Committee of the Cathedral Church of:

.....

For the Year:

Date of Application:

Case Reference:

Short description e.g. repair of vestry, loan of chalice.

The Proposal

.....

Date of Determination:

The Determination:

The proposal was:

Tick one box only.

Approved unconditionally

Approved conditionally

Conditions:

Details of conditions.

.....

.....

Reasons:

Details of reasons.

.....

.....

Refused

Reasons:

Details of reasons.

.....

.....

Withdrawn

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Representations were made by the following:

Tick boxes to indicate.

Cathedrals Fabric Commission

English Heritage

SPAB

Local Planning Authority

Georgian Group

Victorian Society

Twentieth Century Society

Ancient Monuments Society

Council for British Archaeology

Please specify.

Other bodies

Give number.

Members of the public

**This is optional.*

***Further information/ observations in relation to applications for approval:**

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

FORM 26 (Rule 27)

**Section 10B of Care of Cathedrals Measure 1990 (as amended)
Entry in Register of Applications made under the Care of Cathedrals Measure
1990 (as amended) to the Cathedrals Fabric Commission for England**

In respect of the Cathedral Church of:

*Insert name of
cathedral.*

.....

For the Year:

Date of Application:

Case Reference:

*Short description e.g.
repair of vestry, loan
of chalice.*

The Proposal

.....

Date of Determination:

The Determination:

The proposal was:

Tick one box only.

Approved unconditionally

Approved conditionally

Conditions:

Details of conditions.

.....

.....

Reasons:

Details of reasons.

.....

.....

Refused

Reasons:

*Details of reasons for
refusal.*

.....

.....

Withdrawn

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Representations were made by the following:

Tick boxes to indicate.

Fabric Advisory Committee

English Heritage

SPAB

Local Planning Authority

Georgian Group

Victorian Society

Twentieth Century Society

Ancient Monuments Society

Council for British Archaeology

Please specify.

Other bodies

Give number.

Members of the public

** This is optional.*

***Further information/ observations in relation to applications for approval:**

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