

# **ARCHDEACONS' LICENCE FOR TEMPORARY RE-ORDERING**

## **A Guidance Note**

**issued by the Diocesan Registry**

**FACULTY JURISDICTION (AMENDMENT) RULES 2019**

**RULE 8.2**

Parishes planning a fairly minor scheme of re-ordering may like to know that an archdeacon may, except where the parish has no minister, grant a licence for minor, reversible re-ordering for a temporary specified period not exceeding 24 months.

This procedure is designed to allow a period of experimentation and only applies to schemes which:

- a) the scheme does not involve any material interference with or alteration to the fabric\* of the church or the carrying out of electrical works;
- b) it does not involve the disposal of any fixture or other article; and
- c) if the scheme involves moving any item—
  - i) it will be moved by suitably competent or qualified persons;
  - ii) it will be safely stored in a place approved by the archdeacon; and
  - iii) it can easily be reinstated.

*\* The word 'fabric' includes the structure of the church building and should also be regarded as including any permanent fixture attached to the structure of the church building, such as font or screen. The position in the church of the font is governed by Canon F1 and a screen, especially if old, may inadvertently be damaged if moved.*

If the scheme involves the moving of any item, the archdeacon may make it a condition of the licence that it is to be done by suitably competent or qualified persons and that the item will be safeguarded and stored in the church or in such other place as he approves and can be easily reinstated. The archdeacon may consult the Diocesan Advisory Committee and take account of its advice when considering the grant of a licence and any conditions which may be attached to the licence.

The application for an archdeacon's licence should come from the minister and be supported by a resolution of the PCC. An archdeacon may, for any reason, decline the grant of such licence and in which event he must advise the minister that he may apply to the Chancellor for an interim faculty to authorise the scheme.

Care should be exercised in the case of fixed pews. Because of their age and design, they may be important fixtures or items of furnishing, and, even though an archdeacon may be satisfied that they will be competently moved and stored, it may be more appropriate that any scheme for the removal of pews be the subject of an interim faculty rather than by a licence under Rule 8.2. In any event, sufficient enquiries must be made as to whether any rights attach to the use of the pews by third parties, and although the majority of the PCC makes application with the minister, often such a proposal does give rise to opposition within the PCC and within the parish.

If a petition for a Chancellor's faculty for the scheme is made not less than two months before the expiration of the licence, the scheme is deemed to be authorised and can continue beyond the expiration of the period of time granted by the licence and until the determination of the petition by the Chancellor.

The Online Faculty System will send reminders from six months of the expiration date to remind you that the application can be converted to a faculty and to complete Form 9. After the expiration date the minister will be reminded to complete form 10 which must be completed and returned within 14 days stating whether a faculty has been applied for or, if not, the position has been restored to that which existed before the scheme was implemented.

## Useful Contact Details:

The Venerable A Mac-Row-Wood  
Archdeacon of Dorset  
Sherborne Office,  
Dairy Barn,  
Ash Farm Courtyard,  
Stourpaine, DT11 8PW

Tel: 01258 444521

[adдорset@salisbury.anglican.org](mailto:adдорset@salisbury.anglican.org)

The Venerable P Sayer  
Archdeacon of Sherborne  
Sherborne Office,  
Dairy Barn,  
Ash Farm Courtyard,  
Stourpaine, DT11 8PW

Tel: 01258 444521

[adsherborne@salisbury.anglican.org](mailto:adsherborne@salisbury.anglican.org)

The Venerable A P Jeans MBE  
Archdeacon of Sarum  
Church House  
Crane Street  
Salisbury  
SP1 2QB

Tel: 01722 438662

[adsarum@salisbury.anglican.org](mailto:adsarum@salisbury.anglican.org)

The Venerable Dr S Groom  
Archdeacon of Wilts  
Church House  
Crane Street  
Salisbury  
SP1 2QB

Tel: 01722 438662

[adwilts@salisbury.anglican.org](mailto:adwilts@salisbury.anglican.org)

Mr D Crooke  
Secretary to the DAC  
Church House  
Crane Street  
SALISBURY  
Wilts SP1 2QB

[DAC@salisbury.anglican.org](mailto:DAC@salisbury.anglican.org)