

CATHEDRALS FABRIC COMMISSION FOR ENGLAND: CALENDAR FOR 2025

Meeting number	Meeting date	Deadline for <i>new applications</i> <i>Please see Note 1</i>	Deadline for <i>advice requests, further information, condition discharge requests and other material</i> <i>Please see Note 2</i>
287	Thursday 6 February	Monday 16 December 2024	Monday 6 January 2024
288	Thursday 27 March	Monday 17 February	Monday 24 February
289	Thursday 15 May	Monday 14 April	Monday 14 April
290	Thursday 10 July	Monday 26 May	Monday 9 June
291	Thursday 4 September	Monday 14 July	Monday 4 August
292	Thursday 23 October	Monday 1 September	Monday 22 September
293	Thursday 11 December	Monday 20 October	Monday 10 November

The reason for these deadlines is that Secretariat needs to assess the material and (in the case of applications) any comments received during the 28-day consultation period, before briefing the Commission members and circulating the papers to them two weeks before the meeting.

Note 1

This is the deadline for receipt of **new applications** to the Commission for approval, to be considered at that meeting.

To make a new application (i.e. the first **formal** application, although the project might have been the subject of previous advice) to the Commission for approval:

- The Cathedral Administrator sends Form 8 and supporting documentation to the Commission by this date (in electronic copy).
- At the same time Cathedral Administrator sends Form 9 and supporting documentation to statutory consultees. Form 9 should make it clear that any representations should be sent to the **Commission** by email to Dr Clare Price: clare.price@churchofengland.org to be received within 28 days.
- At the same time the Cathedral Administrator places Form 9 on public notice boards at the cathedral. Supporting documentation should be available to view at the cathedral. After the 28-day consultation period the Form 9 Certificate of Publication should be

emailed to Dr Clare Price: clare.price@churchofengland.org)

For guidance on making an application please see <http://www.churchcare.co.uk/cathedrals/getting-advice/legal-framework-core-of-cathedrals-measure/making-an-application-cathedrals>. From this link you can download the necessary forms, a Quick Guide to making an application and guidance on the supporting information needed with applications.

If you have questions about making an application please contact Dr Clare Price: clare.price@churchofengland.org).

Note 2

This date is the deadline for **requests for advice** and for receipt of any **other material** for consideration at that meeting, such as:

- material submitted in accordance with a **Condition** placed by the Commission on an earlier approval
- additional material submitted following a **deferral** by the Commission of an earlier application
- information relating to **appointments**
- any other business.

A pre-application advice stage is recommended for complex proposals. If you are requesting an **advice visit** you can do so at any time and it is best to do this as early as possible as it is unlikely that a delegation will be able to attend between the advice deadline and the meeting.

In exceptional circumstances **consultee comments** may be accepted closer to the meeting as may **other short items**, but please contact us to discuss beforehand.

The Commission has decided to set aside some dates in 2025 for site visits, to help give more notice for members to attend. These dates can be used when needed, though it is understood that we may occasionally need to look at alternative dates to suit everyone's diaries.

Please contact Dr Clare Price: clare.price@churchofengland.org if you would like to arrange a date for the Commission to visit.

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