

Canon 35 Application Form

Charge

Is the building listed as being of special architectural and historical interest? YES/NO

If YES, state category

Applicant's Details:

Vestry Secretary Name:
 Address:

 Postcode:
 Telephone:
 E-mail:

Rector /
Priest in Charge Name:
 Address:

 Postcode:
 Telephone:
 E-mail:

Declaration:

We hereby declare that the information given by us on this form is, to the best of our knowledge, true and accurate.

Signature of Vestry Secretary

Signature of Rector/Priest in Charge

Date

We apply to the Bishop and the Diocesan Buildings Committee for Approval under Canon 35 to:

1. Alter / Extend / Demolish (*delete as appropriate*)

All / Part of the building structure

☐

2. Introduce / Alter / Remove (*delete as appropriate*)

Ecclesiastical Furniture

☐

Ornaments

☐

Monuments

☐

Mural Tablets

☐

Painted Windows

☐

Other

☐

3. Introduce / Alter / Extend (*delete as appropriate*)

A scheme of redecoration

☐

A lighting system

☐

A heating system

☐

A sound system

☐

New or change of
materials to
landscape

☐

A memorial
garden

☐

Tree Planting

☐

Description of Proposed Changes:

Please give as detailed a description as possible.

Description continued.

Source of funding for project:

Pre-Application consultations have been carried out with the following:

1. Congregation

Advertised in Parish Magazine on (*insert*

☐

date) Announced in Church on

☐

(*insert date*) Discussed at Congregational Meeting on

☐

..... (*insert date*) Have written representations been

made? YES/NO

Attach copies of the magazine, the minutes of the congregational meeting and any written representations received.

Please note – the following must be consulted if the building is listed:

2. Historic Environment Scotland

Letter issued on (*insert*

☐

date) Reply received on

☐

(*insert date*) No reply received

☐

3. Local Planning Authority

Letter issued on (*insert*

☐

date) Reply received on

☐

(*insert date*) No reply received

☐

4. The Architectural Heritage Society of Scotland

Letter issued on (*insert date*) Reply received on (*insert date*) No reply received

☐
☐
☐

5. The Scottish Civic Trust (and affiliated local civic or amenity

societies) Letter issued on

..... (*insert date*) Reply

received on (*insert date*)

No reply received

☐
☐
☐

Attach copies of all correspondence.

Following these consultations alterations have / have not been made to the original proposals (*delete as appropriate*).

These alterations are:

Please give as much detail as possible.

Checklist

Please ensure that you submit the following (*tick boxes to confirm*)

This form of notification is fully completed.

☐

1 set of necessary plans and drawings (where relevant).

☐

Supporting photographs of the area / ornaments / furniture to be changed.

☐

Copies of consultation documents (letters, minutes etc.)

☐

Copy of the Minutes of the Vestry Meeting at which this application was approved.

☐

Please return this form and relevant enclosures to:

The Diocesan Secretary

who will forward them to the Bishop and Diocesan Buildings Committee.