# Diocese of Brechin

Scottish charity No SC 016813

# 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

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

Ecclesiastical Furniture Ornaments Monuments

Mural Tablets Painted Windows

Other …………………………………………………

1. 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:*

1. Historic Environment Scotland

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

1. Local Planning Authority

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

1. The Architectural Heritage Society of Scotland

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

1. 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.*

6.