

Mr M. Halls
Chilgrove
86 Hackford Road
Wicklewood
Wymondham
Norfolk NR18 9HT

11th April 2013

Our ref: JMG/jmg/12/330

**Diocesan Advisory Committee
for the Care of Churches**

Secretary:

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Dear Mr Halls

**Wymondham St Mary and St Thomas of Canterbury
Extensions and Building developments**

At its meeting on the 11th April 2013, the DAC considered your application for a certificate of recommendation for new facilities to remove the sacristy and vestries from the south aisle, and to build new spaces for them and for lavatories, tea preparation, storage, education and interpretation. The work includes the following:

- (i) An extension of the south aisle (approximately re-establishing the medieval volume, the south aisle having been shortened after the Dissolution), to form a single-storey block providing a combined sacristy, clergy vestry and archive reading room, a store, lavatories, a kitchen servery, an area for displays and interpretation, and a flexible room for educational use, interpretation, displays and meetings.
- (ii) A single-storey extension north of the east tower and east of the north aisle, approximately recreating the volume of the medieval chapel of St Margaret, which occupied this space. The new room will be used for education, interpretation and the choir vestry.
- (iii) A link between the two new buildings across the bottom of the eastern, or monastic tower, formed by a paved path with wrought iron railings.
- (iv) Re-ordering of the interior of the existing roofed parts of the parish church, following removal of the sacristy and vestries from the south aisle, involving relocation of the shop from the west tower to the west end of the south aisle; relocation of two chest tombs from the west end of the south aisle to new locations further east; and replacement of the screen under the west tower with one slightly further east, to create an entrance lobby for the west door.
- (v) Creation of a herb garden (with a raised bed) south of the south aisle.

The work is detailed in a drawings 08.075-EX001; 08.075-EX002; 08.075-EX003; 08.075 EX004; 08.075-SP-101 B; 08.075-SP102 D; 08.075-SS200 B; 08. 075-SE300 B ; 08. 075-SZ400 A; 08.075-SZ401; 08.075 SZ500 ; and 08.075 SZ501 all from Freeland Rees Roberts Architects. Together with an Archaeological Assessment and Mitigation Strategy from Dr Roland B Harris and marked rev 3.1 (30.10.2012).

The work was recommended for approval and a Certificate of Recommendation has been issued.

The Certificate of Recommendation is issued on condition that details of the following are to be submitted to the DAC for approval in due course:

- (i) The new storage area at the west end
- (ii) The new cupboards for the shop
- (iii) The new display units/interpretation panels
- (iv) The reworking of the Lady Chapel

In addition, I hope that the following points will be helpful to you:

- The works proposed in your application may require archaeological supervision. You will therefore need to contact Dr Ken Hamilton at Norfolk County Council's Historic Environment Service, Union House, Gressenhall, Dereham, Norfolk, NR20 4DR, telephone 01362 869275 as soon as you receive this letter to ascertain the level of archaeological supervision required by the HES, for the above work.
- Any surplus excavated soil should be re-deposited on consecrated ground.
- The contractors should be instructed to cease immediately and notify the architect if any traces of wall paintings are discovered.
- The electrical work should be carried out only by an NICEIC approved/ECA registered contractor.
- Cable routes must be positioned sensitively and in keeping with the fabric of the church and all cables must be painted to match the background colour on which they are being placed.

The parish copy of the certificate is enclosed, together with a note of the next stages in the faculty procedure. All the documents you originally sent in support of your application (including those stamped by this office as recommended) have been forwarded direct to the Diocesan Registrar, who will carry out the next stages of the process. The DAC has no part in the procedure beyond this stage.

The Registrar will now send you the faculty petition form and the public notices. Please could you complete the petition form and return it to the Registry as soon as possible.

Yours sincerely

Jean Gosling
DAC Secretary

Copy to: Henry Freeland
Ruth Blackman