



## **BRIEFING NOTE**

### **DISPLAYING OF PUBLIC NOTICES FOR FACULTY APPLICATIONS DURING CORONAVIRUS (COVID-19) LOCKDOWN**

#### **TO ALL DIOCESAN CLERGY**

As you will all be aware the displaying of public notices regarding applications for a faculty is a requirement of the Faculty Jurisdiction Rules. The Chancellor of the Diocese has instructed me to write to you to notify of the steps that should be taken during this period of lockdown and social distancing.

The general requirement of the Faculty Jurisdiction Rules is that the public notice must be displayed in the church and the churchyard of the parish to which the application relates. The requirement is for the notice to be displayed on a noticeboard or in some other prominent position both inside and outside the church.

Where notices are to be posted in public view, for example on a gate or noticeboard, it is up to each parish who does this and how but it should be done in the safest way possible, ideally by someone living nearby, observing advice on social distancing and careful handwashing etc.

Although continuing to post physical notices of any application will ensure that parishes are adhering to the letter of the law, it is equally important to abide by the spirit of it which means that members of the public and statutory consultees should have the opportunity to engage fully with every application made under faculty through a transparent and straightforward consultation process.

The current situation will greatly reduce the opportunities for members of parish congregations, local residents and visitors to see a public notice. If a notice relates to a particularly large or complex project you must ensure that the plans and supporting documents are available on your website (if you have one) and that responses to the consultation are invited through social media and relevant email lists to ensure that the process remains fully open. If it is at all possible for you to delay your application until at least the lockdown is lifted, then you are advised to do so.

Advice may be sought from me as to what should be done on individual cases.

Anna Spriggs  
Diocesan Registrar  
14 April 2020