

DIOCESAN ADVISORY COMMITTEE

SCHEDULE OF DOCUMENTS

1. **Statement of Significance** (Statement of significance broadband.pdf)
2. **Statement of Needs** (Statement of need broadband.pdf)
3. **Description of proposed work with plan** (Church Internet 5-1 submission to DAC.pdf)
4. **Certified doc showing approval of PCC** (Certified extract broadband.jpg)
5. (AF reply 11 Aug 2020.pdf)
6. (Eaton Bray re broadband cable route.jpg)
7. (Eaton Bray St Mary 1011 Interim Faculty letter 17 August.pdf)
8. **Network schematic** (network plan.png)
9. **Notes** (Notes to go with photograph showing locations of Wireless Access Point and camera.docx)
10. **Photo** (Location of WAP & camera annotated.jpg)

TO THE CHANCELLOR OF  
THE DIOCESE OF ST ALBANS

27/10/2020

VIEWED by the St Albans Diocesan  
Advisory Committee



# **Church of St Mary the Virgin, Eaton Bray**

Application to connect Broadband

STATEMENT OF SIGNIFICANCE
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## **The village and the location of church within it**

Eaton Bray, a village of about 4300 population, is situated on the western border of Bedfordshire where it adjoins the county of Buckinghamshire. It lies just below the Dunstable Downs and on the edge of the Chilterns Area of Outstanding Natural Beauty. The village straddles the main village road for about a mile and a half. Houses are of mixed ages and styles. Many of the modern homes were built during the 1980 & 90s on the site of a former nursery and market garden but there are many older homes remaining, including former farmhouses some still with land attached used for agricultural purposes. The church is situated fairly centrally adjacent to the Village Hall (built on church owned land), near to the main residential areas, village shops, the school and the last remaining public house.

## **Statement about the church**

The church is built of a local stone, quarried in Totternhoe, the next village. It is a chalk-like stone with a greyish tinge, soft and easy to carve, but notoriously vulnerable when exposed to the weather. From the outside most of the visible features suggest a date at the very end of the 15th century, when the church was rebuilt, the roof raised, transepts and porches added and the windows renewed. The Church, which dates from 1219, has been the Parish Church since 1975 when the Parishes of Eaton Bray and Edlesborough were combined.

It is in an excellent state of repair around £300,000 having been spent on the roof and stonework in recent years.

## **Description of exceptional architectural features**

St Mary's Church, 13<sup>th</sup> century in origin, has several exceptional architectural features, descriptions and photographs of which are to be found in all the defining books on English Parish Churches. The arcades, in particular the north arcade, have intricately stiff-leaf carved capitals which would not be out of place in a much larger church or cathedral.

The 13<sup>th</sup> century font is similarly carved and also architecturally significant. Another 13<sup>th</sup> century feature of note is the amazing scrollwork hinges on the south door thought to be by Thomas de Leighton, most famous for his work on the tomb of Queen Eleanor in Westminster Abbey.

## **Other recent improvements**

The interior of the church has not been neglected in modern times. A new organ was built and installed by Peter Collins in 1991. The church has been equipped with a comprehensive sound and lighting system and new flexible seating has replaced the former uncomfortable linked chairs. A new pulpit carved by a local craftsman was installed and dedicated in 2009 and the ancient font restored in 2011. A new portable altar was introduced to the north chapel in 2013 and an extension to house an accessible toilet and give space

for storage and an office area, was completed in 2017. In the same year a kitchen in a cupboard was built in the NW corner. These most recent developments have added to the church's ability to welcome visitors and hold a variety of events in the church.

## Church of St Mary the Virgin, Eaton Bray

### PROPOSAL TO INSTALL CABLED BROADBAND INTO THE CHURCH TO FACILITATE LIVE STREAMING OF SERVICES

STATEMENT OF NEEDS
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#### GENERAL INFORMATION

##### The Parish

The Parish of Eaton Bray with Edlesborough comprises four distinct villages with a total population of around 6,000. Eaton Bray is the largest of the villages and the site of St Mary's Church; it adjoins Edlesborough in which is to be found St Mary's Church Edlesborough, managed by the Churches Conservation Trust. The village of Northall lies a little way to the NW. and the village of Dagnall, a small, close-knit community (population 500) with a church shared by the Methodist and Anglican congregations, lies to the south.

##### Introduction

The Church has an active congregation with good lay participation in worship and pastoral work and what we believe to be a welcoming nature. In particular, St Mary's is open throughout daylight hours every day of the year for personal prayer and worship.

##### Statistics

Electoral Roll (April 2019)	131
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##### Services in normal times

Sunday Services	Typical Attendance
8.00 am – Eucharist	10-15
10.00 am – Parish Sung Eucharist	50-65

On the third Sunday of each month the 10.00am service is non-Eucharistic and follows a more informal style.

##### Weekday Services

Wednesday 10.00 am - Eucharist (attendance 8-12)

This is an important service as a number of mostly elderly people attend regularly, some of whom do not otherwise attend church. A social time is enjoyed after the service. It is also a gateway for people into the Sunday morning congregation.

##### Fresh Expressions

In school holiday and half terms, we hold Messy Church led by the Vicar and team with a typical attendance of 20 children, accompanied by parents or carers.

On the fifth Sunday of the month we hold Messy Church Holy Communion to encourage those families we engage with through school visits and Messy Church to attend occasionally on a Sunday. The regular congregation joins in with enthusiasm.

## THE PROJECT

### **Services during the Covid 19 lockdown**

During the period when churches were closed and in-church services suspended, we devised a pre-recorded service which was uploaded to our website, Facebook page and You Tube channel on a Saturday evening ready for Sunday morning.

Viewing figures, as far as these can be ascertained, varied from week to week, but it was clear from comments made to the vicar and PCC members that the service was being well received and appreciated by the congregation. Most people watched at our usual time of 10am so there still existed a strong sense of worshipping together. This arrangement also enabled some parishioners who even in normal circumstances find attending church difficult due to age or ill health, to join in with the worshipping community.

Creating this service took a considerable amount of time as all those involved (leader, preacher, readers, intercessors and organist) had to record each part individually and send them to the co-ordinator to be combined into a video. It would be unreasonable to expect this to continue as a regular arrangement after services have returned to church as it would put a double load on those involved. On the other hand, we do not want to remove from those individuals who cannot yet attend the physical church, the opportunity to be part of the worshipping community. The PCC therefore has agreed to make progress towards live-streaming, and as a first step we wish to install a broadband connection to the church.

A paper outlining how we would do this has been uploaded with this document.

C. Hayden Churchwarden  
August 2020

## **Proposal to provide internet access in church to enable streaming and/or recording of services discussed at the PCC meeting held on 05.08.20**

**How we could achieve a landline connection:** The best and least cost solution is without doubt a landline connection and the simplest way to achieve this is via the Eaton Bray village hall. Following a discussion initiated by Graham Chappell (chair of Fabric Committee), with the chair of the Village Hall Trustees, agreement has been reached in principle, to share their existing internet service. The advantage of sharing the service cost to both parties, is clear.

**Method:** Installing a landline to the church would require an underground network cable to be run from the hall via the boiler house and through the heating duct into church. The only excavation needed in the churchyard would be the digging of a 5 metre trench, approximately 30cm deep, from the churchyard boundary hedge into the boiler house. Entry into the church via the heating duct would mean there would be no need to drill into the church wall. See sketch plan attached.

**Timeframe:** Obtaining permissions for this work, the purchasing of equipment and installation would likely require a month or two to complete.

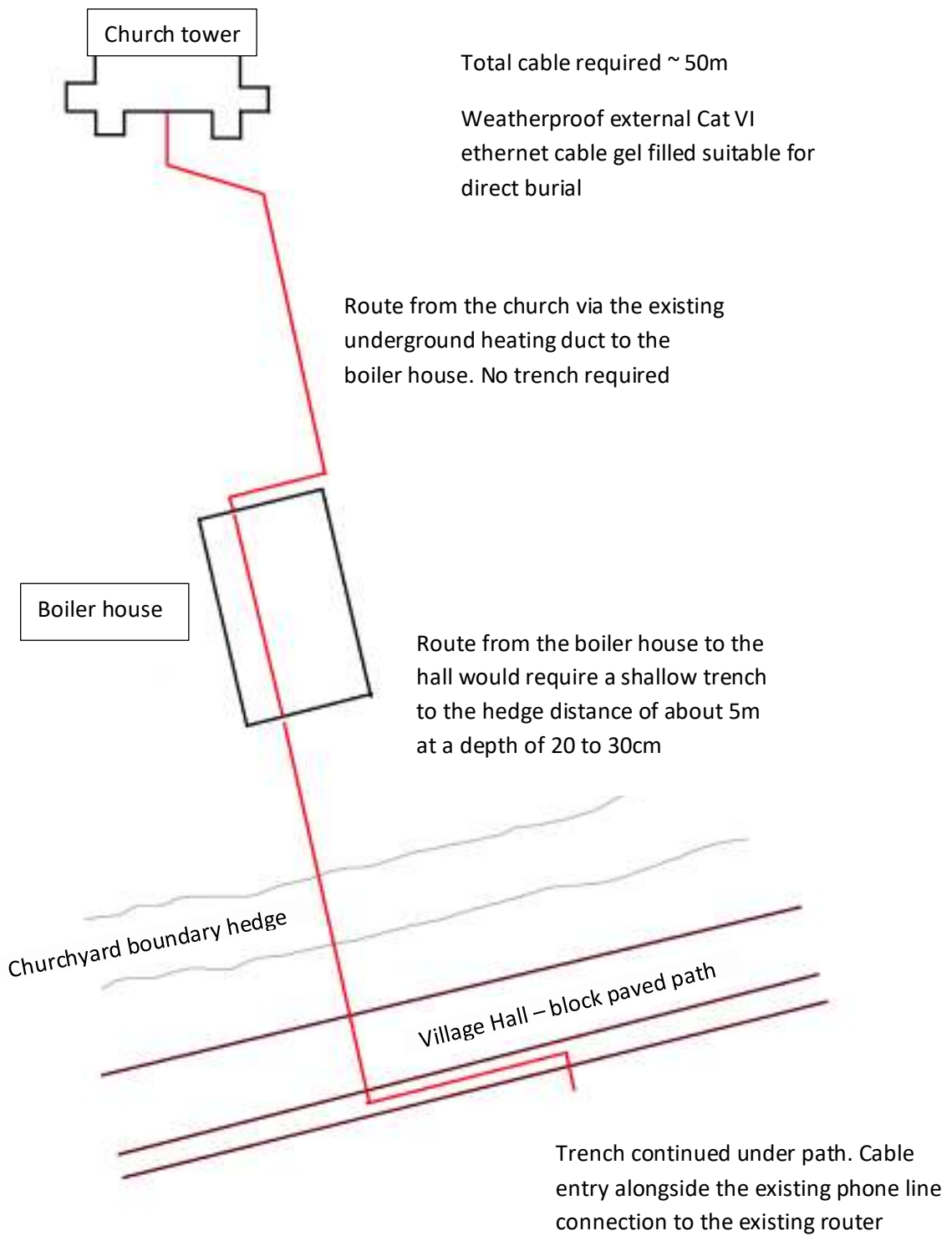
**Cost:** The total cost of the cable, a WiFi router and ethernet switch are likely to be £100 to £150. Ongoing costs will be a share of a monthly data contract at £10 or £15 per month. I am hopeful that we will be able to run the cable through the heating duct ourselves, but the shallow trench to the hall from the boiler house might require some professional help to relay a section of the block paving path to the side of the hall.

**Approvals:** If the PCC approves this scheme, submission can be made to the Diocesan Advisory Committee for permission to proceed.

**A possible temporary solution:** We have demonstrated a successful zoom meeting from inside the church using the Three mobile network. Audio and sound quality were excellent from a position in the North Aisle near the window by the kitchenette. This suggests that both streaming and recording of services using zoom would be quite feasible using a laptop or tablet in the chancel and a hot spot mobile phone in the North Aisle. As a temporary solution to streaming this would be achievable without buying any additional equipment but it would be less reliable than a landline connection.

**The way forward:** to achieve good quality and reliable streaming and recording, additional camera and sound equipment will be required. A further proposal covering these expenses will be presented to the PCC at a later date. This proposal only addresses the provision of internet in church to enable experimentation and development of live streaming and recording of services.

Martin Hayden 27.07.20





Decision taken by the Parochial Church Council at a meeting,  
held online on Wednesday 5<sup>th</sup> August 2020 at 8pm and recorded in the minutes

Item: Cabled connection of Broadband to the church

**We confirm the PCC's decision to install cabled broadband into the church and to share ongoing cost of the provision of internet with the Village Hall Trustees.**

The PCC agreed unanimously to support the above proposal.

We certify this is a correct record of what took place at the meeting.



Joy Cousans, Vicar



Catherine Hayden, Churchwarden



Angela Dunford, Churchwarden

## Emma Critchley

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**From:** Alan Frost <alanfrost@wingrave.net>  
**Sent:** 11 August 2020 10:46  
**To:** Emma Critchley  
**Subject:** Re: Eaton Bray, St Mary the Virgin 180870-0820H

Good morning Emma,

I am replying by email because I find long 'comments' on the portal tend not to transmit!.

I visited Eaton Bray yesterday and met the incumbent and Catherine and Mr Hayden, because the sketch plan submitted was too diagrammatic to be useful and trees obscured the churchyard in Google Maps.. i was anxious to see whether any archaeological monitoring might be required, but clearly, this is not needed.

The diagram does not show, as attached photograph, that between the boiler house and churchyard boundary there is a massive redundant concrete block at least 3m x 2m and 200mm+ thick above ground level. The proposal is to run the CAT6 cable alongside this concrete block. Between the block and the boiler house there is about 1m width of concrete paving (as in the photograph, then about 1m ivy-covered scrub between the block and the churchyard boundary hedge, so I'm sure there is no need for monitoring these short distances. The whole of the rest of the churchyard is immaculately kept and there are no signs of burials within 10-15m of this location.

I have summarised more briefly on the portal.

Best wishes,

Alan



# DIOCESE OF ST ALBANS

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Mrs C Hayden

By email to: [churchwarden@stmaryseatonbray.org.uk](mailto:churchwarden@stmaryseatonbray.org.uk)

Dear Mrs Hayden

**St Mary, Eaton Bray**  
**Interim Faculty for the installation of broadband**

Faculty No 1011

17 August 2020

I write further to the email of 13 August wherein the Deputy Chancellor gave permission for the above works.

I enclose a duplicate of this letter for your signature on the reverse. Once duly signed, please return it to me as an undertaking to do the following:

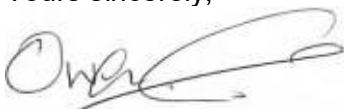
1. To commence the works authorised in the email of 13 August as soon as possible if this has not already been done. The Chancellor granted an Interim Faculty on the basis that the works are urgent and important and expects them to be carried out. If circumstances change and there is no longer any need to undertake the proposed works, please provide a written explanation without delay so that I may keep the Deputy Chancellor informed of material developments.
2. To comply with the conditions of the Interim Faculty, namely
  - a. To comply with the proviso set out by the DAC
  - b. The PCC should consider, and document its approach and decisions on, all matters relevant to the proposed broadcasting, live-streaming or recording, including but not limited to safeguarding, data protection/privacy and licensing/copyright requirements
  - c. To submit a Petition for Confirmatory Faculty to the Diocesan Advisory Committee within three months of the date of this letter. The supporting material must include a copy of the PCC's documentation of its compliance with point 2b. The DAC will provide the necessary paperwork, including Public Notices to display.

The consideration at point 2b above will clearly depend on the nature of the live streaming or recording facility. If a camera is to be used in a fixed position which will only have, for example, the Incumbent in view (and no-one else) and no music or texts other than those of authorised Church of England liturgies are being used then the consideration should be a relatively straightforward matter. Where members of the congregation are visible (especially if there are children present), some hymns or worship songs are used or where recorded music is played, or where information is given out for example in the notices which may relate to identifiable individuals a rather wider set of considerations come into play. If you have any concerns about this please contact your Archdeacon or the Registry.

The Deputy Chancellor has directed that the Petitioners have permission to apply to vary the directions. Please note that it is the responsibility of the Petitioners to comply with the directions set out above, unless the Court has previously authorised a variation to them.

Please quote the Faculty number shown above in any future correspondence regarding this matter.

Yours sincerely,

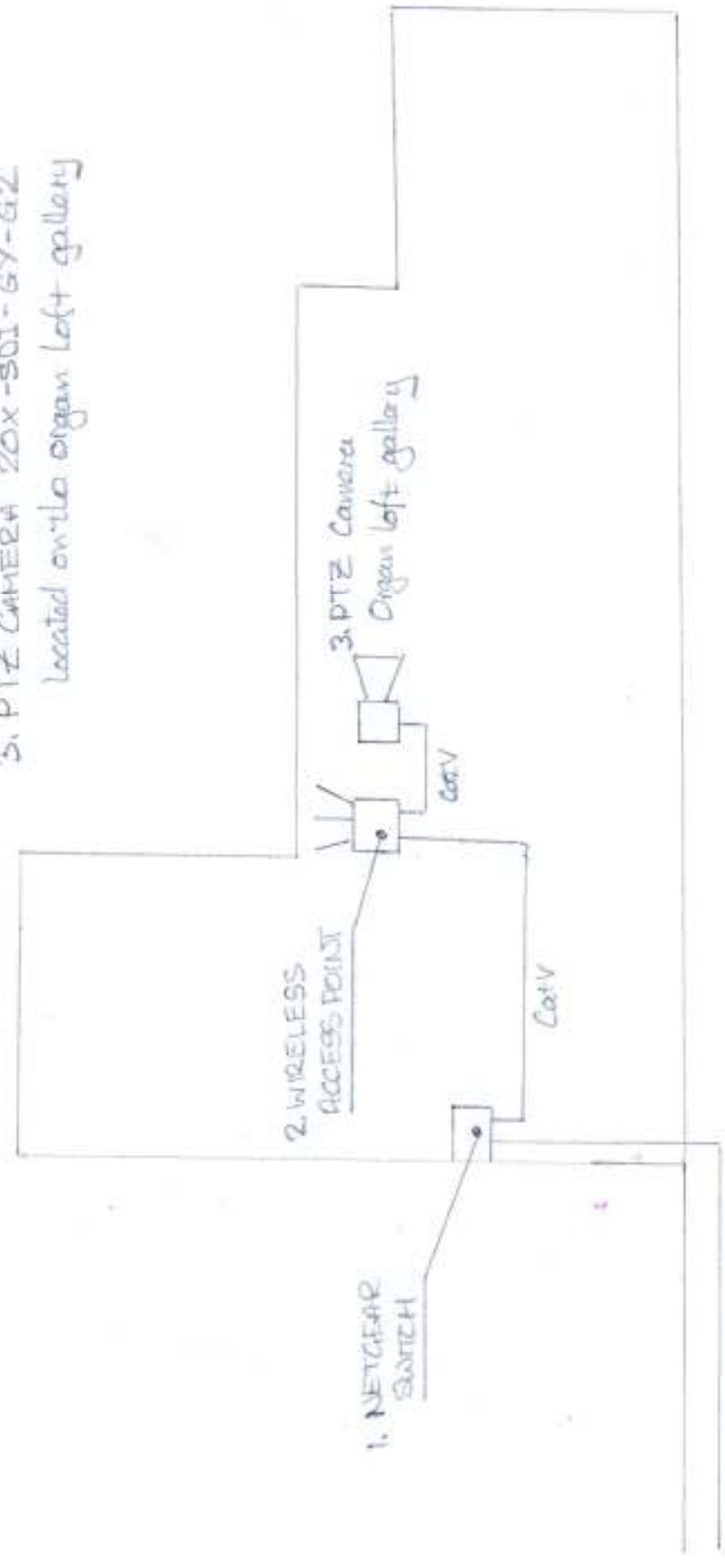


**OWEN CAREW-JONES**

Cc: Mrs E Critchley DAC Secretary

CAMERA INSTALLATIONS ST MARYS EATON RD 15/10/20

1. NETGEAR 8 PORT SWITCH  
located on the West wall of the Choir Vestry
2. NETGEAR WAC 124 WIRELESS ACCESS POINT  
located high on the West wall of the Nave
3. PTZ CAMERA 20X-ZOOM-SOI-GY-G2  
located on the organ left gallery



Cat V1 Underground cable  
via heating duct  
from boiler house

### **Notes to go with photograph showing locations of Wireless Access Point and camera**

These are temporary locations used to test the broadband connection and to get an idea of camera angles.

The WAP has been attached to two historic nails; we think its permanent location could be lower on the wall or possibly attached the side of the woodwork of the organ loft where it would be less obvious.

The central position of the camera is probably ideal for the desired camera shots but is not totally convenient for the organist and there is a danger it will be knocked out of line. We plan to experiment with it to the right and to the left of the current temporary position.

C Hayden



Wireless Access Point

Camera

Possible other locations for WAP

