

# The Stained Glass Repository

(part of The Glaziers' Foundation, a Registered Charity No. 1143700,  
and incorporated as a Company Limited by Guarantee No. 7737934)

## Terms of Reference

### About the Stained Glass Repository

The Stained Glass Repository was established as a charitable trust in 1982. It is now part of the Glaziers' Foundation which was set up in 2011 to embrace all the charitable work of the Worshipful Company of Glaziers & Painters of Glass. The Repository rescues important stained glass and seeks to find new homes for it. Stained glass which is under threat from building closure or vandalism is brought to the attention of the Repository, usually by the Church Commissioners. The Repository Committee then considers among other things: the artistic merit, historic interest, state of repair, and general condition of the glass.

The Repository Committee is formed of members of the Worshipful Company of Glaziers and several external advisors from organisations including the Church of England, Historic England (formerly English Heritage) and the Stained Glass Museum, Ely who advise in a non-voting capacity. Appointed committee members represent a diverse experience of working with stained glass, heritage, conservation, finance, and charitable work. Archives and files relating to Repository meetings and decisions are maintained by the Secretary who is responsible for depositing them at Glaziers' Hall or at the Repository in Welbeck.

### General Aims

- The Repository seeks to rescue stained glass panels and windows that are under immediate threat from loss, damage or destruction in Britain.
- The Repository will only accept glass for which suitable storage facilities are available.
- Because the Repository has no in-house conservation resources it will, in general, only acquire glass that is in good or excellent condition. In exceptional circumstances glass in poorer condition may be acquired because it is of particular significance or value and it may be possible for resources to be found to carry out the necessary conservation work.
- The Repository seeks to ensure that, where possible, the removal, crating and movement of all glass are handled by trained professionals.
- The Repository aims to photograph and catalogue all the glass in its store with details about the artist, subject, history and origin of each window.
- Rescued glass is safely stored and insured by the Repository until an appropriate new home is found for it.
- The Repository aims to work with other relevant heritage organisations, museums, studios and societies in order to source and rehouse stained glass.

### Accepting Glass into the Repository

Decisions on the acceptance of glass into the Stained Glass Repository and its rehousing are made by the Repository Committee, who report to the Glaziers' Foundation and the Worshipful Company of Glaziers. When considering accepting glass into the Repository, the Repository Committee will consider the following:

- Is the glass under immediate threat from loss, damage or destruction?
- Is the glass of sufficient artistic merit/good quality/historic interest to warrant rescuing?
- Is the glass in reasonable condition?
- Taking into consideration the size and quantity of the glass/windows offered, and the available store space, is it possible to safely store the glass?
- Is there another organisation/church/museum that might be able to preserve, rescue and rehouse the glass?
- Does the donor have legal ownership of the window?
- Will the costs of removal be borne by the donor?
- Is there a reasonable to high likelihood of it being rehoused?

## **Rehousing and Reinstalling Glass from the Repository**

Decisions on the rehousing and reinstallation of glass from the Stained Glass Repository are made by the Repository Committee, who report to the Glaziers' Foundation and the Worshipful Company of Glaziers.

Those receiving glass from the Repository are encouraged to make a donation.

When considering proposals for the rehousing and reinstallation of glass from the Repository, the Repository Committee makes the following stipulations:

- In its new location the glass will be accessible to/able to be viewed by the public – possible destinations may include churches, other religious buildings, a variety of public and civic buildings, schools, or Museums.
- The rehousing of the glass is intended to be long-term.
- Installation of the glass will not damage the artistic integrity of the re-used glass.
- The movement and reinstallation of the glass should be overseen by trained professionals and meet professional standards.
- Any restoration or conservation work required meets professional standards (ICON Accredited studios).

## **Temporary Loans**

Occasionally windows in the Repository store may be loaned on a temporary basis for exhibitions or educational purposes. Those borrowing glass from the Repository are encouraged to make a donation.

When considering requests for temporary loans the Repository will consider:

- The length of the loan.
- Whether the temporary loan will make the glass accessible/of benefit to the public.
- Whether there are adequate security arrangements and insurance cover for the glass on loan.
- Whether the movement and reinstallation of the glass will be overseen by trained professionals and meet professional standards.

Loan agreements and condition reports will be completed to ensure there is some paperwork stipulating details of the loan which acts as an agreement between the Repository and the lender.

# The London Stained Glass Repository

## Heritage Contacts

### Historic Religious Buildings

For Anglican DACs, see the Church of England yearbook (Church House Publishing). For each diocese the secretary and chairman of the DAC is usually listed. More general advice can be sought from The Church Buildings Council, (Council for the Care of Churches) at Church House, Great Smith Street, London SW1P 3AZ but see also the Churchcare website [www.churchcare.co.uk](http://www.churchcare.co.uk)

For Anglican churches in Wales, contact the Representative Body of the Church in Wales. The Property Department can be contacted on 029 2034 8200, [alexglanville@churchinwales.org.uk](mailto:alexglanville@churchinwales.org.uk), or at 39 Cathedral Road, Cardiff CF11 9XF

For RC Historic Churches Committees, contact is probably best made via the Curial offices of each diocese – details in the Catholic Directory (published by Gabriel Communications). Centrally, advice can be requested from the Patrimony Committee of the Bishops' Council, 39 Eccleston Square, London SW1V 1BX. [Patrimony@cbcew.org.uk](mailto:Patrimony@cbcew.org.uk). They have also created two websites: [www.catholic-ew.org.uk](http://www.catholic-ew.org.uk), and [www.cbcew.org.uk/Home/Departments](http://www.cbcew.org.uk/Home/Departments). Valuable guidance is also available in *Consecrated for Worship: A Directory of Church Building* (The Catholic Truth Society, 2006).

The Methodists have a property office in Methodist Church House, London but their listed buildings advice and regulation is managed by Joanne Balmforth, their Conservation Officer who is based in the Connexional Team at Central Buildings, Oldham Street, Manchester M1 1JQ. Useful guidance including on replacement windows etc. is found in their publication *Heritage and Mission* by Kenneth Street and Ian Serjeant (2000) available from Oldham Street. Tel. 0161 236 6722 [www.methodist.org.uk](http://www.methodist.org.uk)

The Baptist Church's historic buildings (320 listed churches) are overseen by the Support Services Team of the Baptist Union Corporation ([buc.copr@baptists.org.uk](mailto:buc.copr@baptists.org.uk)), The Baptist Union, PO Box 44, 129 Broadway, Didcot OX1 8RT. Tel. 01235 517715. [www.baptist.org.uk](http://www.baptist.org.uk)

The United Reformed Church (URC) has a much smaller number of historic churches, few with stained glass, and is arranged by regional synod. Each synod has a listed churches committee. It is probably best to use their central address, URC, Church House, 86 Tavistock Place WC1H 9RT, [urc@urc.org.uk](mailto:urc@urc.org.uk). [www.urc.org.uk](http://www.urc.org.uk) 020 7916 2020

The Historic Chapels Trust was founded at St George's German Lutheran Church, 55 Alie Street, Aldgate, London E1 8EB UK Tel: 020 7481 0533 Email: [chapels@hct.org.uk](mailto:chapels@hct.org.uk) <http://www.hct.org.uk/>

Jewish Heritage UK was founded in 2004, to protect the built heritage of British Jewry for future generations. The Director is Dr Sharman Kadish who can be contacted at [director@jewish-heritage-uk.org](mailto:director@jewish-heritage-uk.org) <http://jewish-heritage-uk.org/> Jewish Heritage UK, Unit 204, Ducie House, 37, Ducie Street, Manchester, M1 2JW (0)161 238 8621

While there is not a dedicated heritage body for Muslim places of worship, the Islam in British Stone website <http://www.islaminbritishstone.co.uk/> provides a list of the earliest mosques, prayer halls and historically significant Muslim and Islamic Heritage sites in Britain.

## **Other Heritage Bodies and Societies**

Historic Religious Buildings Alliance (HRBA) The Heritage Alliance, Clutha House, 10 Storey's Gate, London, SW1P 3AY Tel: 020 72330 500 [www.theheritagealliance.org.uk/](http://www.theheritagealliance.org.uk/)

Historic England (formerly English Heritage) <https://historicengland.org.uk/>

The Georgian Group <http://www.georgiangroup.org.uk/docs/home/index.php>

Victorian Society <http://www.victoriansociety.org.uk/>

Twentieth Century Society <http://www.c20society.org.uk/>

Society for the Protection of Ancient Buildings <http://www.spab.org.uk/>

Churches Conservation Trust <http://www.visitchurches.org.uk/>

Friends of Friendless Churches <http://www.friendsoffriendlesschurches.org.uk/CMSMS/index.php>

Scottish Redundant Churches Trust <http://www.srct.org.uk/>