

DIOCESE OF DURHAM
ST AIDAN'S CHURCH, BILLINGHAM
0823/Dch292

Inspection of Churches Measure 1955
(as amended 1995)

Architects Report No. 10 made 2nd July 2008

Archdeaconry of Auckland
Deanery of Stockton
Rev. S. Liddle

J B Kendall Dipl Arch RIBA AABC
Inspecting Architect
HLB Architects
Unit 139
Stockton Business Centre
70 Brunswick Street
Stockton on Tees TS18 1DN
Tel: 01642 345174
Fax: 01642 345175
Email: info@hlbarchitects.co.uk

This Report has been prepared on the basis of the 'Model Diocesan Scheme' recommendations for inspecting Parish Churches as published in 1995 by the Council for the Care of Churches 'CCC' in conjunction with the Ecclesiastical Architects & Surveyors Association 'EASA'.

INSPECTION OF CHURCHES MEASURE 1995 (AS AMENDED 1991)

INDEX

- A: Background and General
- B: Scope of Report

- 1. Works Carried out Since Previous Report
- 2. General Condition of Church

EXTERNAL INSPECTION

- 3. Roof Coverings
- 4. Rainwater Goods and Disposal
- 5. Below Ground Drainage
- 6. Walls and Structure
- 7. Exterior Doors
- 8. Windows

INTERNAL INSPECTION

- 9. Roof Structure, Ceilings etc
- 10. Internal Doors and Panelling
- 11. Ground Floor Structure
- 12. Internal Finishes
- 13. Fittings, Fixtures and Furniture
- 14. Toilets
- 15. Kitchen
- 16. Heating Installation
- 17. Electrical Lighting/Sound Installations
- 18. Fire Precautions
- 19. Disabled Provision
- 20. Security

CURTILAGE

- 21. Churchyard and Environs
- 22. Log Book
- 23. Previous Quinquennial Reports

RECOMMENDATIONS

Where work is recommended a code number in brackets is entered in the right hand side page margin to indicate the priority: as follows:

- (1) Urgent works requiring immediate attention.
- (2) Work recommended to be carried out during the next 12 months.
- (3) Work recommended to be carried out during the Quinquennial period.
- (4) Work needing consideration beyond the Quinquennial period.
- (5) Work required to improve energy efficiency of the structures and services.
- (6) Work required to improve disabled access.

A. BACKGROUND AND GENERAL

- A.1 The Church is situated on a small, open grassed site on the north side of Tintern Avenue, adjacent to the Rectory, a short distance to the north of the Billingham main shopping centre.
- A.2 Ordnance Survey map reference: Sheet 93 460 243.

GENERAL DESCRIPTION OF CHURCH

- A.3 The Church, designed by G E Charlewood in November 1953, was started in 1955 and is built on a true east-west axis, consists of a Nave 22 metres long by 10 metres wide, a Lady Chapel 18 metres long by 6 metres wide on the north side together with a Vestry at the east end and Toilets at the west end.

The Sanctuary extends approx 3 metres eastward under the same roofline as the Nave.

- A.4 The Church was built in two stages - the Lady Chapel (the original Church) in 1955, the commemoration stone is dated 25 June 1955, and the Nave and Chancel and Meeting Room in 1960. Here is another commemoration stone dated 22 December 1960.
- A.5 A Gallery, access via an internal spiral stair adjacent to the south west entrance, is situated within a bay at the west end that is now used as a Store Room, the front having been boarded up.

A small Storeroom/office has been formed by partitioning off the south end of the Gallery.

Beneath the Gallery is a Foyer area with access off to the left leading to the Church Hall with Meeting Room and Kitchen. To the right of the Foyer area is the Nave via a glazed hardwood screen and doors.

- A.6 A slender copper clad fleche/spire rises from the roof ridge mid-way in the western bay, the timber framework of which extends downwards to the ceiling rafters of the Gallery below.
- A.7 Walls are cavity brickwork with facing bricks externally and plastered internally.
- A.8 The roof of the Lady Chapel is flat and finished with bituminous felt. The Meeting Room flat roof has been resurfaced in fibreglass resin coating and the toilets and Vestry with a PVC membrane.

- A.9 The Nave/Chancel roof is covered in plain clay tiles.
- A.10 Floors in the Nave and Lady Chapel are in oak block laid in herringbone pattern and those in the Chancel are in oak strip. In the toilet vinyl sheet is laid on a concrete screed. A carpet has been laid to the Nave Central Aisle and in the Foyer Area. The Vestry is also carpeted
- A.11 Heating is by electric portable heaters in the Nave, Chancel and Lady Chapel. A gas-fired boiler with water radiators heats the toilets and Meeting Room.
- A.12 The Rectory is sited only a few metres to the east of the Church and the Church Hall is linked to the west end but on a north-south axis.
- A.13 The Church is not listed and is not in a Conservation Area.

B SCOPE OF REPORT

- B.1 The Church, Meeting Room and Kitchen areas are covered in this Report, but the adjoining Church Hall was not inspected as it is not covered by the Measure.
- B.2 This Report is based on findings of an inspection made from ground level and from roof level with ladders to inspect the flat roof areas only.
- B.3 The internal roof structure was inspected where possible from the ceiling hatch over the Upper Gallery Room.
- B.4 See part 'c' of the Appendix in this Report for further information.

1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT

- RW Gullies, manhole and covers checked.
- Entrance door frame joint attended
- Entrance Hall screen doors eased
- Doors & handles checked annually
- Vestry store door removed for safety
- Toilet waste pipe replaced
- Toilets upgraded by Watson Building Services of Hetton le Hole
- Kitchen extract fan replaced after fire
- Security lights installed over Entrance door
- Fire extinguisher maintained annually by Woolley
- Lady Chapel & Lounge windows repaired by Kymes
- Vestry roof recovered
- Nave walls redecorated
- Vestry floor carpeted by Billingham carpets
- Glazed Entrance Lobby doors installed by Watsons of Hetton le Hole
- Vestry polystyrene ceiling tiles removed by D Windridge
- Toilet extract fans installed as part of upgrade by D Watson
- Entrance paving levelled, ramped and repointed by D Watson

2.0 GENERAL CONDITION OF CHURCH

The church continues to be well maintained and cared for. Normal routine maintenance works should continue and consideration should be given to replacement of the Lady Chapel roof, which is now time expired. The roof fleche appears to be weatherproof with no evidence of leakage but monitoring should continue in case severe weather shows a weakness. Heating the Church to a comfortable level at an economic cost is a priority now that the original electric storage heaters have been removed. Toilets have been upgraded and a disabled toilet provided. A ramp has been provided at the main entrance for disabled access.

EXTERNAL INSPECTION

3.0 ROOF COVERINGS

3.1 NAVE AND CHANCEL ROOF:

These roofs are covered in plain clay 'Rosemary' tiles to approx 40° pitch. The ridge has a half round matching tile, and the eaves overhang the walls with a timber-boxed fascia with attached metal gutters face fixed.

There have been a number of isolated replacement tiles over the years and this appears to be an ongoing maintenance item. Eight tiles are missing from the north roof slope at the gallery end and these should be replaced in within the year.

2

The ridge tiles adjacent to the fleche have been rebedded and are still intact. Verges and end ridges are sound and well pointed.

FLECHE

- 3.2 The Fleche was repaired in 1999 when the lower section was restored to its original open-louvred design and the base flashings were renewed. Subsequently further work was carried out on the lower timber louvres to prevent driving rain from entering at cill level. This appears to be successful as there were no signs of recent leakage or staining. The ceiling below the Fleche requires making good from previous leakage. The situation should be monitored and any further leakage reported to the Architect.

3

KITCHEN & MEETING ROOM ROOF

- 3.3 The flat roof areas over the kitchen and meeting room were again inspected and found to be in good condition. These roofs were recovered in resin bonded fibreglass on an insulated deck by Freewarm in July 2002.

TOILET ROOF

- 3.4 The flat roofs over the ladies and gents toilets were recovered in Sucoflex V132 by Midland Single Ply Roofing Ltd but this was not insulated. The roof area was inspected and found to be satisfactory. Some minor re-pointing of the North side wall flashing is required to ensure full sealing of the wall chase. The 'Sucoflex' covering is showing signs of discolouration in patches and should be inspected by the installers to confirm this is satisfactory.

3

LADY CHAPEL ROOF

- 3.5 The Lady Chapel roof is covered in bitumen felt with a gravel finish and is showing signs of crazing and splitting at the perimeter edges. These roof coverings are past their life expectancy and should be recovered as a priority. A report and costs were presented to PCC in April 1996 but no action was taken. The patch of flaking decorations on the underside of this roof appears to be dry and it is assumed a repair was carried out to the roof surface over.

2

VESTRY ROOF

- 3.6 The Vestry Roof has been recovered in a resin bonded fibreglass and is in good condition. The gutter outlet should be cleared from vegetation. 1

4.0 RAINWATER GOODS AND DISPOSAL

- 4.1 The main roof guttering was replaced prior to the last inspection in a white powder coated aluminium gutter system. This remains in good condition. The existing cast iron pipes appear to be sound and in good working order. There is a missing rainwater downpipe shoe on the rear elevation over the toilet flat roof and this should be replaced when funds allow. 3
- 4.2 All gutters, downpipes and gullies require annual cleaning out and checking to ensure water is flowing uninterrupted. 2

5.0 BELOW GROUND DRAINAGE

- 5.1 Soil and surface water drains are assumed to connect into the public sewers, but there are no details or records of where these run.
- 5.2 The toilets were flushed and seen to drain away satisfactorily, and there were no reports of drainage problems.
- 5.3 Manhole covers should be checked annually to ensure they are liftable, cleaned, and seals reset in grease and covers painted to keep rust free. 2

6.0 WALLS AND STRUCTURE

- 6.1 The external brickwork comprises a buff wirecut facing brick laid in Flemish bond and well pointed with little sign of decay or deterioration. Only one or two isolated bricks are showing signs of early decay. 4

The west end of the Church, including the Gallery floor and fleche roof section, are a later addition in a slightly different coloured brick and roof tile. Apart from a slight roof ripple this extension appears to be part of the original building.

- 6.2 Structurally, the Church appears to be sound with no indication of settlement or movement. The long-standing minor crack at the vertical junction of the Chancel and Nave appears to be stable.
- 6.3 The bin store brick wall enclosing the Kitchen external door has been repointed at high level where joints were washed out. In due course a concrete coping could be added to the wall top for long term protection. 4
- 6.4 The East Gable wall of the Chancel at the North corner has creeper growing up the full wall height and spreading over the verge, which could be intruding the roof tiles, so should be removed and the creeper dug up. It was reported that starlings are nesting in the eaves at this location, so when nesting is over, the eaves should be investigated and the hole sealed up. 2
- 7.0 EXTERIOR DOORS**
- 7.1 The main entrance doors on the south elevation are panelled and generally sound except the drying out cracks in the panels have been filled and are still opening up again. When redecoration is undertaken repairs or refilling will be necessary. The plaster and decorative disruptions at the left hand East side door jamb is still in need of attention and plaster renewal. 2
- 7.2 There is a pair of rear external doors from the Meeting Room normally kept locked. These are hardwood panelled and in good condition, though stiff to open. It is understood this is an exit route, so the doors should be easy to open.
- 7.3 The rear kitchen door and frame were repaired and decorated internally and are satisfactory.
- 7.4 The first floor gallery has an external door opening onto the flat Meeting Room roof. A notice should be posted onto the internal door face stating that it is unsafe to use the door because there is no roof protection. In due course the door jambs should be made good with plaster and decorations. 2
3
- 8.0 WINDOWS**
- 8.1 Windows to Nave, Sanctuary and Lady Chapel are generally of galvanised metal frame construction with lead panes. The

windows are in sound condition except for external decorations, which are peeling. All the glazing is clear with no stained glass. Previous broken panes have been repaired. Fixed polycarbonate sheeting has been installed to all windows and a ventilation gap allowed so the inward opening sashes still operate and allow limited ventilation. There is one cracked window pane in the Vestry and this should be repaired when funds allow.

3

When windows are re-decorated externally, it will be necessary to remove the polycarbonate sheeting and copper tags have been included to allow for removal.

3

INTERNAL INSPECTION

9.0 ROOF STRUCTURE, CEILINGS

9.1 The Nave roof structure comprises 5 No. lightweight steel trusses bearing on the outer south wall and internal column/wall with the Lady Chapel. As reported previously the steel construction seen in the roof void is heavily rusted and when spare funds allow, treatment and paint protection would benefit and extend its life.

4

The roof timbers visible in the roof void appear to be dry and in good condition.

There is a suspended ceiling over the Nave and Sanctuary with a lay-in grid panel construction. Two ceiling panels over the altar & choir are loose and should be refixed when access is available, ideally when scaffold for redecoration is on hand.

4

9.2 The roof over the Lady Chapel is supported on four open lattice steel beams with a flat plastered ceiling above, all of which appears to be in good condition. There are some surface cracks to the ceiling and at the edge of one beam with an open joint, which will need filling when redecorations are undertaken.

3

The previous damp patch on the ceiling appears to be dry with no recent staining. In view of previous leakage and the age of the roof it would be wise to save for a new roof covering.

9.3 The roof over the gallery room comprises traditional timber rafters and purlins with a roof void and ceiling joists with a plasterboard finish. There is a dry mark on the ceiling directly under the fleche with a paint blister which should be

- made good when funds allow. 3
- Previously and for many years water had been collected with plastic sheeting funneling water from the fleche into a bowl in the roof void. The roof void and base of the Fleche was inspected and there was no sign of leakage or damp.
- 9.4 The flat roofs of the meeting room and kitchen are of timber joist construction with plasterboard ceilings. The kitchen ceiling was upgraded in 2002 when the roof light was infilled following a break in through the roof light.
- 10.0 INTERNAL DOORS AND PANELLING**
- 10.1 The entrance lobby inner doors have been changed to a pair of glazed panel doors which allows daylight into the Hall when the outer doors are opened. These doors are better for wheelchair access and visibility.
- 10.2 The glazed screen and doors at the west end of the Church are in good condition & the doors have been adjusted to clear the floor finish. Lubricate door closers & hinges to prevent creaking 2
- 10.3 Doors generally require maintenance by lubricating hinges and level handles 2
- 10.4 The vestry store door has now been removed to make access easier.
- 11.0 GROUND FLOOR STRUCTURE**
- 11.1 The floors are of solid construction, there being no floor voids. The step at the entrance door has been ramped for disabled access. A single step up at the Chancel in front of the altar rails forms a kneeler for the altar rail. A further step at the Choir could restrict disabled users gaining access to the altar rail. Consideration should be given for a ramp access or administering communion at the choir step for wheelchair communicants. 6
- 11.2 The floor finishes are generally woodblocks in herringbone pattern bonded to the solid sub-floor, however, over time the bonding has lost its adhesion in certain locations and this has led to a looseness of the woodblock finish. The loose block flooring is most evident in the heavily trafficked areas and under the pews where these are screw fixed to the

- block flooring. It is understood that unsuccessful attempts have been made to try and rebond the loose blocks. At present there is understood to be no safety risk, but when this becomes more troublesome the Architect should be consulted. 4
- In the Foyer carpeting has been laid over the woodblock flooring.
- 11.3 Consideration is being given to carpeting the Lady Chapel to improve comfort & heating. 5
- 12.0 INTERNAL FINISHES**
- 12.1 All walls are plastered and emulsion painted internally, and these are generally satisfactory except in the window reveals and cills. There is evidence of condensation at some windows cills, which is affecting decorations and this will require attention in due course. Walls have a slight crazing of the plaster, which is still intact but will probably cover with decoration. This is more evident in the Lady Chapel. 3
- Redecorations are recommended throughout
- There is a hairline plaster crack on the west/rear wall of the Lady Chapel below a high level window. This should be filled and monitored for future movement. 3
- A diagonal crack on the east wall of the Lady Chapel has been filled and appears to be satisfactory.
- Window cills are tiled and satisfactory.
- 12.2 Toilets have been upgraded with new flooring, sanitary fittings, decorations and a new ceiling in the Gents. The Gents toilet has been converted to a Unisex disabled toilet.
- 12.3 The Meeting Room roof coverings installed in 1997 are in good order with no indication of leakage.
- 12.4 There is localised rising damp on the south wall of the vestry just above skirting level, which was recorded at 30% on a damp meter. Treatment is required when funds allow. 3
- 12.5 The Vestry floor is now fully carpeted.

- 12.6 The Vestry ceiling polystyrene tiles have been removed and the ceiling made good. The ceiling tiles are no longer needed as the new roof finish included an insulation layer, which should prevent condensation.

13.0 FITTINGS, FIXTURES AND FURNITURE

- 13.1 There are two blocks of pews in the Nave with a central aisle, these are painted softwood and in good condition. The fixing of the pews to the floor has been referred to previously, and should this problem exacerbate then the Architect will advise.

4

There are 6 rows of pews in the Lady Chapel positioned to the rear with a central portable Altar. The former Prayer corner has been removed and there are plans to remove the pews in favour of upholstered chairs.

- 13.2 The altar rail for Nave and Lady Chapel are firm and fixed satisfactorily.

- 13.3 The stone font at the west end of the Nave has some fine cut lettering to the bowl perimeter.

- 13.4 There is an electric organ in the Nave, which has 2 No. speakers. The Organ is understood to be working well. Occasional maintenance should be considered.

3

- 13.5 The Clergy Vestry contains built-in cupboards with sliding doors and these are in satisfactory condition. A storeroom within the Vestry contains a Belfast sink with cold water supply, which is used for flower arranging. There are two safes: A Phillips make, and an older model. A desk and vestment chest are satisfactory.

The amplifier for the loop sound system is located in the cupboard and all is understood to be working well.

- 13.6 There is a curtain division between Nave and Lady Chapel, being full room height and suspended from a track. This can be drawn aside when numbers require a larger open space. It is proposed to upgrade the curtain with an insulated lining and use the Lady Chapel for regular services where heating will be more economic.

5

14.0 TOILETS

14.1 LADIES TOILET:

Contains 2 separate WC's in compartments with two wash basins, which are in good condition. New wash basins have been installed and the boiler compartment has been separated with a door.

The broken waste pipe on the North side of the Church has been repaired.

Make good the open joint of vent pipe at ground level on NW corner of toilets.

3

14.2 GENTS TOILET:

A new Unisex disabled WC with grab rails has been installed including a wash basin and splashback.

A baby changing facility is also included. The disabled toilet has grab rails and complies with current standards.

The Gents Toilet houses an electric cupboard containing meters, switchgear and distribution equipment, in a rather cramped space. A smoke detector should be repositioned on the ceiling to ensure proper function. Check smoke detector battery.

1

Ventilation by extract fan operated by a movement detector has now been installed and works satisfactorily.

VESTRY

14.3 Repair broken and missing waste pipe on north side of church

2

15.0 KITCHEN

15.1 The kitchen is equipped with floor cupboards, stainless steel twin bowls and drainer and work tops.

Equipment includes a refrigerator, an electric Redring Contour 7000 water heater, and a Zanussi FM31 eye level cooker and

- separate hob. Check all Electric equipment annually. 2
- The renewed Xpelair fan is operated by a control panel.
- 16.0 HEATING INSTALLATION**
- 16.1 The Nave and Lady Chapel, are heated by 16 No. new 2kw portable floor model heaters which replaced the former electric storage heaters. It was reported that the wiring is to be upgraded to cope with the increased capacity. In the meantime heating is limited. The long term solution is to install a gas fired heating installation but funding is required. 2
- 16.2 The Meeting Room and Toilets are heated by hot water filled radiators. The gas boiler is now located in a separate compartment in the Ladies Toilet but recent regulations require improved ventilation to the boiler. The header tank is located in the first floor Gallery where the water level was seen to be satisfactory. 1
- Making good to the wall is required where overflow pipes were installed through the external wall. 3
- 17.0 ELECTRICAL LIGHTING/SOUND INSTALLATIONS**
- 17.1 The sub-mains cable mounted on the Toilet wall has been refixed and this serves the Parish Hall.
- 17.2 There are twelve chandeliers in the Nave, all have low energy bulbs
- 17.3 The Lady Chapel has 8 No. 4 bulb chandeliers.
- 17.4 The lighting in the entrance foyer appears to be minimal and could be upgraded to give a brighter inviting appearance. 4
- 17.5 The Meeting Room has fluorescent lighting and reference has been made previously to alterations following removal of the roof lights.
- 17.6 The whole electrical installation should be tested every five years by an electrician in accordance with item 'g' of the Appendix. There are no records of a recent test. 2
- 17.7 There is a sound and loop system installed in the Nave with the amplifier equipment located in the Clergy Vestry. This is

- understood to be working satisfactorily. Periodic maintenance should be considered. 2
- 17.8 The lightning conductor from the roof fleche down the south roof slope to ground level was repaired following theft. This should be tested every 5 years in accordance with item 'h' of the Appendix. There are no records of a recent test. 2
- 17.9 External lighting:
Lighting over the Entrance door has been upgraded and is understood to be satisfactory.
- 18.0 FIRE PRECAUTIONS**
- 18.1 There are 9 No. fire extinguishers located throughout the church are these are serviced regularly. Last servicing undertaken in January 2008.
- 19.0 DISABLED PROVISION**
- 19.1 Access to the Church is now satisfactory with a ramped entrance. Internally only one step before the Altar may be a restriction. See Clause 11.1
- 19.2 There is now a Disabled Toilet, which complies with the DDA act and the upgraded toilet facilities are to a very good standard.
- 20.0 SECURITY**
- 20.1 There is an intruder alarm installed in the Vestry and this was understood to be working satisfactorily. Continue to maintain 2
- 20.2 Doors appear to be securely locked and the front door has a 5 lever lock.
- Separating doors between church and hall are now lockable to limit access in the event of a break-in.
- CURTILAGE**
- 21.0 CHURCHYARD AND ENVIRONS**
- 21.1 The paved area to the Church entrance on the south is flagged and in satisfactory condition.

- 21.2 The boundary to the south is a hedge, which is trimmed and the grass to the south side is well kept. Continue to maintain. 2
- 21.3 The north side of the Church is grassed up to the pavement and there is no fence or boundary marker. The grass is cut by the local authority. A strip of vegetation containing shrubs is growing alongside the Lady Chapel and should be pruned to prevent overgrowing. Elder trees should be removed. 3
- 21.4 The east boundary is the Rectory with fences enclosing the garden up to the Church east gable wall.
- 21.5 The Church Hall adjoins the Church Meeting Room at the West end and the open grass areas continue around the buildings.

The Church Hall is not included in this inspection.

22.0 LOG BOOK

- 22.1 The log book was available for inspection and was seen to be recorded up to 2006 only. Continue to keep up to date. 2
- 22.2 Building insurance should be maintained and a current Renewal Notice displayed. 2

23.0 PREVIOUS QUINQUENNIAL REPORTS

- 23.1 Copies of the following Reports are on file:
 No. 4 – August 1971-75 by D K Davies ARIBA
 No. 5 - November 1982 by A O Lee Dip Arch RIBA
 No. 6 - November 1987 by A O Lee Dip Arch RIBA
 No. 7 - November 1992 by JB Kendall Dipl Arch RIBA
 No. 8 – February 1997 by JB Kendall Dipl Arch RIBA
 No. 9 – February 2003 by J B Kendall Dipl Arch RIBA

RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category (1)

	Clause	£
- Clear Vestry Roof gutter of vegetation	3.6	DIY
- Re-locate smoke detector at ceiling level in Gents Electric cupboard & check battery/ function	14.2	DIY
- Upgrade air supply to Gas Boiler to comply with Gas regulations	16.2	200

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS: Category (2)

	Clause	£
- Replace missing tiles on North roof slope of Church, Gallery end	3.1	100
- Recover Lady Chapel felt roof including insulation layer. Consult Architect for specification & costs	3.5	8,000
- Check & clean all gutters & downpipes. Gullies annually.	4.2	DIY
- Check manholes & covers annually and maintain	5.3	DIY
- Remove creeper from East wall of Church and fill nesting hole at Gable/ eaves to prevent bird entry.	6.4	200
- Plaster & decorate wall nib to East side of Entrance door.	7.1	50
- Add warning notice to Gallery Exit door.	7.4	DIY
- Maintain all doors annually by lubricating moving parts.	10.2 & 10.3	DIY
- Repair missing waste pipe to Vestry sink.	14.3	50
- Check all electric equipment. Portable equipment covered by 'PATS' testing.	15.1 17.7	20
- Electrician to check wiring for electrical heaters and upgrade as required.	16.1	100
- Also full electric installation to be checked every 5 years.	17.6 20.1	
- Lightning Conductor to be checked every 5 years or immediately if no records exist.	17.8	70
- Continue to maintain grass & hedges.	21.2	DIY/ Local Auth.
- Continue to keep Church Records/ Log Book up to date	22.1	DIY

- Display current Building Insurance Renewal 22.2 DIY

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:

Category (3)

	Clause	£
- Continue to monitor leakage from roof fleche	3.2	DIY
- Check with Midland Roofing on condition of 'Sucoflex' roofing to toilet roof.	3.4	DIY
- Add rainwater shoe to downpipe over toilet roof	4.1	70
- Make good door jambs to Gallery Exit door.	7.4	100
- Repair cracked pane to Vestry window.	8.1	30
- Redecorate external window frames to Nave & Lady Chapel including removal & refixing of Polycarbonate sheeting.	8.1	2,000
- Redecorate Lady Chapel walls & ceilings	9.2	1,500
- Make good Gallery ceiling plaster where previous leakage	9.3	100
- Make good decorations to window cills/ reveals where condensation has stained plaster	12.1	inc in redecorations
- Fill & monitor plaster cracks to West wall of Lady Chapel	12.1	DIY
- Investigate local damp patch to Vestry wall & make good hole from previous storage heater	12.4	150
- Maintain electronic organ	13.4	60
- Make good vent pipe open joint at NW corner of toilets	14.1	DIY
- Make good wall at overflow pipe	16.2	50
- Remove elder trees from North side of Lady Chapel & prune other shrubs to prevent overgrowth	21.3	200

WORK TO BE CONSIDERED BEYOND 5 YEARS: Category (4)

	Clause	£
- Monitor & repair brick decay	6.1	100
- Install concrete copings to walls of bin enclosure	6.3	350
- Treat rust of Roof Trusses when scaffold available for ceiling decoration	9.1	5,000
- Refix loose ceiling panels in Nave	9.1	incl.
- Consult Architect if loose wood block flooring becomes hazardous	11.2 & 13.1	150

- Consider upgrading lighting to Entrance Foyer 17.4 3,000

WORK TO IMPROVE ENERGY EFFICIENCY: Category (5)

	Clause	£
- Consider upgrading the curtain division between Nave & Lady Chapel with insulating curtain linings to contain heat in the Lady Chapel	13.6	DIY
- Consider upgrading Floor finish in Lady Chapel with carpet to retain heat & add comfort. Consider carpet bonding to timber floor is reversible and will not damage floor	11.3	Consult DAC

WORK TO IMPROVE DISABLED ACCESS: Category (6)

- Consider disabled access to step in front of altar rail 11.1 Consult
Architect
/ DAC

APPENDIX

a GENERAL

This report is not a specification for the execution of works and must not be used as such. It is a general report only as required by the Inspection of Churches Measure 1955.

The Architect has indicated in it such maintenance items, if any, which may safely be carried out without professional supervision.

Conservation and repair of Churches is a highly specialised subject if work is to be carried out both aesthetically and technically in the best manner, without being wasteful in expenditure. It is, therefore, essential that every care is taken to ensure that no harm is done to the fabric or fittings and when the Parochial Church Council is ready to proceed it should instruct the Architect accordingly, when he will prepare specifications and schedules and arrange for the work to be carried out by an approved Contractor under his direction.

Costs on much of the work or repairing Churches cannot be accurately estimated because the full extent of damage is only revealed as work proceeds, but when the Architect has been instructed to prepare specifications he can obtain either firm prices or considered approximate estimates, whichever may be appropriate.

The Architect will be glad to help the Parochial Church Council complete an appeal application to a charitable body if necessary, or to assist in applying for the essential Faculty or Archdeacon's Certificate.

b. PRIORITIES

Where work has been specified as being necessary in the preceding pages a code number in brackets, from 1 to 6, has been inserted in the Margin indicating the degree or urgency of the relevant works as follows:

- (1) Urgent works requiring immediate attention
- (2) Work recommended to be carried out during the next 12 months
- (3) Work recommended to be carried out during the Quinquennial period.
- (4) Work needing consideration beyond the Quinquennial period.
- (5) Work required to improve energy efficiency of the structure and services.
- (6) Work required to improve disabled access.

c. SCOPE OF REPORT

The Report is based on the findings of an Inspection made from the ground and from other easily accessible points, or from ladders provided by the Parochial Church Council, to comply with the Diocesan Scheme under the Inspection of Churches Measure 1955.

It is emphasised that the inspection has been purely visual and that no enclosed spaces or inaccessible parts, such as boarded floors, roof spaces, or hidden timbers at wall heads have been opened up for inspection. Any part which may require further investigation is referred to in the appropriate section of this Report.

d. CLEANING OF GUTTERS etc

The Parochial Church Council is strongly advised to enter into an annual contract with a local builder for cleaning out the gutters and downpipes twice a year.

e. POINTING AND MASONRY

Wherever pointing is recommended it is absolutely essentially that the procedure in item (a) of this appendix be adhered to as without proper supervision much harm can be done to the fabric by incorrect use of materials and techniques.

f. HEATING INSTALLATION

Subject to any comments to the contrary in Section 21.0 of this Report, the remarks in this Report are based only upon a superficial examination of the general condition of the heating installation, particularly in relation to fire hazards and sightliness. The installation and maintenance of any oil fired equipment should be in accordance with current editions of the British Standards Code of Practice CD 3002 and British Standards BS799.

NB: A proper examination and test should be made of the heating apparatus by a qualified engineer each summer, prior to the start of the heating season and the report of such examination should be kept in the Church Log Book.

The Parochial Church Council is strongly advised to consider arranging a regular inspection contract.

Wherever practicable, subject to finances, it is recommended that the installation be run at a low setting throughout the week, as distinct from being 'ON' during services only, as constant warmth has a beneficial effect on the fabric, fittings and decorations.

g. ELECTRICAL INSTALLATION

Any electrical installation should be tested every quinquennium and immediately if not done within the last five years (except as may be otherwise recommended in this Report) by a competent electrical engineer or by the Supply Authority and an insulation resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church Log Book.

Where no recent report or certificate of inspection from a competent electrical engineer (one who is on the Roll of Approved Contractors issued by the National Inspection Council for Electrical Installation Contracting) is available, the comments in this Report are based upon a visual inspection made without instruments of the main switchboard and of sections of wiring selected at random. Electrical installation for lighting and heating, and other electrical circuits, should be installed and maintained in accordance with the current editions of the Institution of Electrical Engineers Rules and the more specific recommendations of the Council for the Care of Churches, contained in the publication "The Lighting of Churches".

h. LIGHTNING CONDUCTORS

As a defective conductor may attract lightning, the lightning conductor should be tested every quinquennium in accordance with the British Standard Code of Practice (current edition) by a competent electrical engineer and the record of the test results, conditions and recommendations should be kept with the Church Log Book.

Conductors on lofty spires and other not readily accessible positions should be closely examined every ten years, particularly the contact between the tape and the vane rod or finial. If the conductor tape is without a test clamp, one should be provided above ground level.

j. MAINTENANCE BETWEEN INSPECTIONS

Although the Measure requires the Church to be inspected by an Architect every five years it should be realised that serious trouble may develop between surveys if minor defects such as displaced slates and leaking pipes are left unattended.

k. FIRE INSURANCE

The Parochial Church Council is advised that the fire insurance cover should be periodically reviewed to keep pace with the rising cost of repairs.

At least one fire extinguisher should be kept in an easily accessible position in the Church, together with an additional extinguisher of the foam or CO2 type where heating apparatus is oil fired.

HLB Architects
Unit 139
Stockton Business Centre
70 Brunswick Street
Stockton on Tees
TS18 1DW