

2010 QUINQUENNIAL INSPECTION REPORT

ST. HELEN'S PARISH CHURCH, **GATESHEAD**

June 2010
1019/Dch75

DIOCESE OF DURHAM

ST HELEN'S PARISH CHURCH

Low Fell, Gateshead
1019/Dch75

Inspection of Churches Measure 1955
(as amended 1995)

Architects Report No. 11
made 1st June 2010

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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 1955 (AS AMENDED 1995)

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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 of St Helen's Low Fell is situated half way along Bellevue Bank, Low Fell on the north side between the A6127 Durham Road and Saltwell Road.

It stands in its own churchyard which is bounded on the east side by St Helen' Terrace being opposite the end of Carlton Terrace where the Vicarage is situated.

- A.2 A short distance up Bellevue Bank on the same side is the Church hall, which was renovated in 1989.
- A.3 Ordnance Survey Map Reference NZ 255 604.

GENERAL DESCRIPTION OF CHURCH

- A.4 The Church was built in 1874, Architect John Wardle of Newcastle, builder Edward Joicey, and is built of narrow coursed rubble with a boasted face and ashlar dressings to windows and door openings. The Choir Vestry was added at the North West corner in 1910.
- A.5 The Church consists of a nave and chancel (which has a 5-sided apsidal end as a sanctuary) and a north and south transept.
- A.6 The main entrance to the Church is by a porch at the base of the tower which supports a broached spire above, situated on the south side of the west end of the nave.
- A.7 At the west end of the nave, when entering directly from the porch, an open space serves as a Baptistry, here is a stone font with oak cover and decorative wrought iron top which also serves as a lifting handle.
- A.8 Immediately opposite the south entrance on the north side of the Church a door leads into a choir vestry which in turn has a door opening direct to the outside on its west side.
- A.9 A notable feature of the Church is the well-defined crossing before the chancel arch with its north and south transepts.
- A.10 On the south side of the chancel is the clergy vestry.
- A.11 Roofs are steeply pitched and covered with Westmoreland slates in diminishing courses, the roofs to the nave and chancel are supported by arched timber main trusses on stone corbels, and the undersides of the roofs are lined with boarding.
- A.12 The interior walls of the Church are in stone in snecked rubble.
- A.13 A short flight of steps leads down on the south side of the chancel to the heating chamber beneath the clergy vestry where a gas fired boiler serves the central heating installation comprising radiators and floor grilles.
- A.14 The Church is described in Pevsner's The Buildings of England, County Durham

Edition:

'ST HELEN, Belle Vue Bank, Low Fell. 1874-6 by John Wardle. Rock-faced, EE. Attached SW porch rising into the tower with broached spire; polygonal apse. In the N lancets, late STAINED GLASS by Morris & Co SE 1900, NE 1901, N (Christ as Love) 1920, all designed by Burne-Jones; N 1920 (Simeon) and 1923 (Good Shepherd) by H Earle, and Humility 1923 again Burne-Jones'.

- A.15 There is a Visitors Short Guide by Sid Atkinson on A4 and 'The Church on the Bank' the story of the Parish Church of St. Helens, Low Fell, Gateshead written in 2001 for the 125th Anniversary by Sid Atkinson.
- A.16 The Town and Country Planning Act Listed Status for this Church is issued by Gateshead Metropolitan Borough Council and is included in the appendix of the report. The Church is classified as a Grade II* building.
- A.17 The Church is within the Saltwell Conservation Area of Gateshead being designated on 6 July 1990. Bellevue Bank is described as an impressive mid-Victorian development.
- A.18 There are trees within the churchyard of St Helens and as mature trees are deemed to be of great importance in helping to form the character of the area. Six weeks notice is required to be given to the Council by anyone proposing to carry out work on a tree in a Conservation Area.

B SCOPE OF REPORT

- B.1 This report is based on findings of an inspection made on 1st June 2010. Viewing was from ground level and with the aid of binoculars. Access was gained to certain low eaves for spot inspection. Internally the belfry in the tower was inspected and eaves in the choir vestry.
- B.2 There are no roof voids in the Church as there are no ceilings; the roof structure is open with joists and boarding exposed to view.
- B.3 There were no suspended floors or voids that could be inspected.
- B.4 The basement boiler house was inspected.
- B.5 No manhole covers were lifted or drains checked.
- B.6 See appendix c of this report for a full description of the limitations of the report.

1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT

November 2004

Church Ground cleared. Gutters checked.

July 2005

Electrical upgrade of Church wiring. – Thompsons £1,970 + VAT
Heat Contract to Boiler

March 2006

Repair to Clergy Vestry Roof – Eltringham £228

April 2006

Repair to metal floor grid – N Transept £60

Repair to heating system. West end of Church – Ron Greig

Repair to mounting of both bells. New ropes fitted – Andreas Schroksnadel £1,621
incl. VAT

Nave carpet stretched and new underlay.

June 2006

All gutters cleared. 2 leaks noted for future repair

July 2006

Organ blower inspected as vibration and noise noted – Walkins & Watson £150

New toilet cistern in Clergy Vestry – Ron Greig

February 2007

All 'down' light tubes replaced with 'cool' white

Investigation of suspect white patches on roof (internal - possible rot?) – Protin £487 + VAT

August 2007

Gutter and narrow downpipe above the organ chamber cleared.
Water dripping inside

Boiler serviced – Connaught (Annual Contract) £268

November 2007

Gutters cleared

April 2008

Investigate Roof work – Mathew Charlton £1,158.55

July 2008

Vestry toilet window repair (Break-in) – Abbey Glass £360

December 2008

Boiler repair – New pump – Connaught £740.23

Aumbrey & Bracket Lamp (Lady Chapel – MTL Property Services Donation in memory of wife

Repair Transept window (Break-in) – Abbey Glass

Re-wire bell tower light – Cable fused – J Bullock £231.83

May 2009

Re-roofing of Church – Wensley Roofing £188,295.97 (2008 Invoices)
£37,250 (2009 Grants)

July 2009

Lightning Conductor Test – Stone Tech Services £109.25

October 2009

Church Cleaning – Contract Cleaning £3,857

New lead marking – Wensley Roofing Ltd

April 2010

Boiler repair (Thermo-couple) – Connaught £87.163

2.0 GENERAL CONDITION OF CHURCH

- 2.1 The church continues to be well maintained with major roof recovering undertaken in 2009 - see later report. One bell has been re-hung with new headstock. Two windows have been repaired following forced entry.
- 2.2 The boiler has had a new pump and thermocouple and is regularly maintained under contract.
- 2.3 Clearance of gutters continues with leaf & tree blossom fall, and tree pruning.
- 2.4 Electrics were upgraded and tested in 2005 and lighting relamped in 2007

EXTERNAL INSPECTION

3.0 ROOF COVERINGS AND RAINWATER GOODS

3.1 A contract for reroofing the entire church was undertaken by Wensley Roofing Ltd of Chester le Street in the sum of £140,734.00 + VAT. Work started on 5th May 2009 and completion achieved on 16 October 2009. The final account included additional timber replacement, because of dry rot, amounted to £171,597.80

The roof areas covered were - Nave, North & south Transepts, Chancel including 5-sided Apse, Organ Chamber, Clergy Vestry and Choir Vestry. The organ blower store at the North East corner was asphalt covered because of the low pitch.

The extent of works included new 'blue-grey' Westmoreland slates to the front / south elevation and reused Westmoreland slates to the rear elevation. New cast iron rainwater goods throughout including lead flashings to the eaves corbelling under the gutter supports. Replacement roof insulation previously horse hair but replaced with multi-foil quilt; West end stone apex cross repaired, replacement Apse roof rolls previously in slate but replaced in lead covered timber rolls. New hot rolled asphalt to the organ chamber roof. Reformed valley roof to the Clergy Vestry to improve drainage and access. New leaf guard gutter grids were installed to all cast iron eaves gutters. Dry rot was discovered in the roof truss beam feet bearing on the wall heads at the ~Transept crossing including adjacent wall plates, also rot in the west side Choir Vestry wall plate. All rot was cut away and the affected areas treated with antifungal fluid. New treated timber was installed where required and truss feet were repaired with 'Rotafix' Resiwood TG6 timber grout and carbon-fibre rod reinforcement by an approved specialist contractor.

The contract was prepared and supervised by HLB Architects

Grant Aid was given for the works by English Heritage and Northumbria Churches Trust.

3.2 All rainwater goods have been renewed and decorated as part of the re-roofing contract and are still in 'as new' condition, some minor decoration scuffing and 'missing' patches were noted at the North-east corner and organ blower roof which will be covered by the 'defects' liability of the contract and has been reported to the contractor.

3.3 The gutter guards of the Vestry roof west side require adjustment to ensure the grids are level or tilt forwards to avoid leaf blockage. The contractor has been advised to remedy these under the contract.

3.4 Make periodic inspection of all gutters, downpipes and gullies to ensure there are no leaf/ debris blockages and rainwater is discharging safely into drains. 2

3.5 Check manholes yearly to ensure water is flowing away, bucket water into each gully, and check water is flowing through the manhole. Make a record of drainage runs and manholes, and record tests annually. 2

- 3.6 Clergy Vestry WC: The existing WC is used occasionally, as the flush is slow to discharge. It was reported that the soil pipe could connect to a soakaway as a camera investigation of the sewer in Belle Vue Bank showed no branch connections from the church. The WC continues to function on a low usage basis and the church are satisfied to let this continue. The WC washbasin waste discharges water into an open gully in the boiler house basement, where it drains away. The pipe requires re-alignment and a shoe fitted to direct water into the gully and avoid water flooding onto the floor. 2
- 3.7 There is a sump pump in the boiler house floor, but there was no water in the sump to check its operation. The float switch was demonstrated to work but requires some adjustment to ensure the pump is effective before water would flow above the sump level. 2
- 3.8 There are many tall trees close to the church, which will require occasional clearing of leaves from gutter guards. A flowering Cherry Tree at the north west corner of the churchyard has deposited flower fall in roof gutter guards in this vicinity and these require clearance as rain discharges over the guards and down walls when these are covered with flowers in May/ June each year. 2
- 3.8 Rainwater goods are new and recently decorated and in 'as new' condition. 2
- 3.9 Continue to clear gutters, gullies and downpipes of debris and leaf fall on a regular basis. 2

4.0 WALLS AND STRUCTURE

- 4.1 Masonry is narrow coursed rock faced and continues to be in good condition and is well pointed. There are few areas of walling that need repointing and should be undertaken in the interests of long term damp exclusion:-
- Repoint vertical joints of west gable buttress below window cill 3
 - Repoint stonework to plinth of east apse wall 3
 - Repoint front boundary wall copings & wall below 3
 - Repoint hole from waste & overflow pipes on south wall of Clergy Vestry 3
 - Repoint internally to open gap under new wall plate of west side Choir Vestry including 1 No loose stone. This should be carried out under contract defects of the re-roofing
- 4.2 Apse: Powdering of stone on internal walls at low level possibly damp appears to be as before. Telltale marks of the existing condition should be made and records kept to monitor whether the 'damp' is spreading. It was noted that a 'Rentokil' electro-osmosis system had previously been installed to this wall externally and it may still be operating, but monitoring with tell-tale marks will confirm.

- 4.3 North Transept: The crack over the east window previously noted does not appear to have been filled for monitoring. The exterior west face of the North Transept is rust stained from previous spillage and appears to be as before and may be left if funds are limited. 2
- 4.4 South Transept: A new Aumbry has been installed on the south gable and has been carefully cut in with a facing curtain.
- 4.6 North West Transept Joicey Porch
Repointing of north side masonry Porch in lime mortar is required. 3
- 4.7 Stone Gable Crosses were checked by the contractor when the re-roofing was in progress and only the west end cross was found to be defective and repaired. The rusted metal dowel was replaced with stainless steel. 3 other stone crosses were found satisfactory.

5.0 EXTERIOR DOORS

- 5.1 The main entrance doors are at the tower base on the southwest corner and comprise a pair of framed arch headed doors of heavy construction. Previous repairs at the bottom rail are intact and appear sound. Metalwork on the door requires redecoration. It was reported the gap under these doors did not admit water or blown debris. 2
- 5.2 The entrance doors have two approach steps for which two portable ramps are installed when needed. These were inspected insitu and found to be satisfactory.
- 5.3 The entrance steps are wearing and dished but do not hold water. Continue to monitor to ensure there is no hazard in wet weather.
- 5.4 The exterior door to the Choir Vestry is rotten at the base and the frame feet are also rotten. Repairs are recommended to prevent the rot spreading. 2
- 5.5 The clergy vestry door at the southeast corner is used for everyday entrance and exit and is suitably locked and secure.
- 5.6 There is a fourth external door on the west side of the north transept. This is the Joicey Porch being closest to Whinney House the home of Edward Joicey, but is not longer in use and is kept bolted.

EXTERIOR WINDOWS

- 6.1 Three windows on the south elevation are protected with polycarbonate secondary glazing which is now discoloured and trapping dirt. Cleaning of the outer sheeting should be tested to see if the outer sheet will clean; if not replacement glazing should be considered in the long term. 3

- 6.2 There is a comprehensive record of the stained glass in the 125th Anniversary publication with notable work by Kempe, Burne-Jones, Morris & Co, Bacon Brothers, Baguley and Wailes and Strong.
- 6.3 Previous reports refer to leaded lights being distorted, which should continue to be monitored for leakage and safety. 4
- 6.4 The north west window of the South Transept was the location of a forced entry in 2008 when the bottom panel was broken. This has now been repaired by Abbey Glass to a good standard. The outer metal mesh is still distorted but intact, and the inner secondary glazing at high level is broken and dislodged and should be fixed and made safe. Abbey Glass or other specialist should advise. 2
- 6.5 The Vestry toilet window was broken in 2008 and repaired by Abbey Glass. Further security of this window should be reviewed 2
- 6.6 Some windows have condensation grooves on the inner stone cill with drainage holes to the exterior. These will need periodic cleaning to ensure condensate will drain away. 2

7.0 TOWER AND SPIRE

- 7.1 The bell tower and spire appear to be structurally sound; the spire masonry and pointing are sound.
- 7.2 An inspection of the interior of the belfry and tower was made including the two bells. It was noted that one bell has a new headstock; both bells had mounting repairs and new ropes fitted by Mr A Schroksnadel in 2006. The bells were not rung during inspection but were understood to be in good order.
- 7.4 There are two metal tie rods at high level in the spire and these are still rusted and will need treatment and coating in due course to ensure they retain their structural integrity. 3
- 7.5 The belfry louvres are in sound condition with interior wire mesh intact.
- 7.6 There is a pipe routed on the interior spire wall which could not be identified and may have been an earlier conductor conduit. There is a 'Fuse' earthing terminal at the southeast corner of the tower; this was tested by Stone Technical Services in July 2009. Lightning conductors should be tested at least every 5 years, see appendix 'h'. 3
- 7.7 The Chancel roof has a fine metal decorative finial which has eroded but was redecorated under the re-roofing contract.

INTERNAL INSPECTION

8.0 ROOF STRUCTURE, CEILINGS ETC

- 8.1 The nave roof is supported on trusses with purlins, joists and boards all open to the underside of the roof structure and dark stained. The trusses are seated on walls with brackets extending down the walls and supported on stone corbels. During the re-roofing works in 2009 dry rot was discovered in the roof eaves timbers at the Transept crossing and was removed. The area was treated and some main beam-ends repaired and some wall plates renewed. As a precaution against future water ingress lead flashings have been added to all external faces of wall plates where rainwater gutters are located adjacent to these wall plates.
- 8.2 Transept, chancel and choir vestry roofs are similarly constructed being open truss and boarded and are in satisfactory condition.
- 8.3 The Clergy Vestry roof valley, which has a history of leakage, has been modified to improve access and drainage under the 2009 re-roofing contract.

9.0 INTERNAL DOORS

- 9.1 All internal doors to vestries, porches and lobbies are heavy framed and boarded and appear to be in sound condition. Annual lubrication of hinges and latches is all that is required.

2

10.0 GROUND FLOOR STRUCTURE

- 10.1 The nave pews are on timber suspended floors and appear to be in good condition. Plywood repairs noted. The centre aisle is carpeted on solid flooring with grilles on each side but no heating under. Repairs/replacement of cast iron floor grilles are still required. Architect will advise on specialist contractors for this work.
- 10.2 Vestries are carpeted and appear to be satisfactory but carpets were not lifted for inspection.
- 10.3 The chancel has marble flooring and is well maintained.

11.0 INTERNAL FINISHES

- 11.1 Interior wall faces are fair-faced stone and in good condition. It is understood the interior stonework was cleaned with grant aid support under a previous incumbency.
- 11.2 Floor finishes and ceiling finishes are described elsewhere.

12.0 FITTINGS, FIXTURES AND FURNITURE

- 12.1 The Willis organ is in regular use and is maintained and tuned annually by Ian Nicholson of Vincent's of Sunderland. A fault with the organ blower electric supply developed approx 5 years ago and the cable and switching was renewed and has been satisfactory since. A canvas flap in the blower system was reported to be split and this should be checked. A quotation received in 1999 for an overhaul amounted to £6,000.00 and a rebuild cost of £50,000.00. 2
- 12.2 The stone pulpit is octagonal and decorated with brass handrail in good condition.
- 12.3 The font, also octagonal shaped stone with decoration, is lead lined with an oak lid and in good condition.
- 12.4 The altar rails are decorated oak with open frame and satisfactory.

13.0 VESTRIES AND TOILET

- 13.1 The provision of a disabled toilet located in the Choir Vestry has been abandoned, as suitable facilities are available in the Parish Hall
- 13.2 The existing toilet in the Clergy Vestry is reported to be connected to a soakaway and the basin to a surface water gully. The toilet is little used because of drainage concerns. Damp in the toilet walls appears to be as previously reported and should be treated. 3
- 13.3 The stainless steel sink unit in the Vestry has cold water only; the hot water heater has been removed.

14.0 HEATING INSTALLATION

- 14.1 The Boiler House is below ground floor and located under the Vestry accessed via external steps to the east of the Clergy Vestry. There is no handrail to the steps which can be hazardous in wet, icy or leafy conditions. It is recommended that a handrail is provided for the safety of maintenance engineers and others. 2
- 14.2 The Concord CX100 gas fired boiler was reported to be working satisfactory and is maintained by Connaught compliance gas services and was last inspected in September 2009. One of the 'Viking couplings' above the boiler was noted to be leaking and should be investigated by the Boiler Maintenance Engineers. 1
Circulating pipework in the boiler house is un-insulated and will contribute to heat loss. Recommend that pipes are insulated. A new thermocouple was installed on 15.03.2009 and a Master controller also replaced in 2009. It is recommended that when appropriate a rust inhibitor should be added to the heating system. 5

- 14.3 Ventilation for combustion air is provided via the access door and is satisfactory. The connection between boiler and flue pipe is a spigot socket sealed with fire cement which has degraded to powder and should be replaced to ensure a gas tight seal. 2
- 14.4 3 lights are provided with pyro wiring and this is very satisfactory.
- 14.5 The boiler house is clean and tidy.
- 14.6 The gas meter is located in the boiler house and the reading was 065951
- 14.7 There is a sump pump in the boiler house floor. There were no reports of water ingress and the concrete floor was dry at the time of inspection. The pump was noted to be working but some adjustment was needed to ensure the water level did not rise above sump level. 2
- 14.8 Heating is supplied to the church via large bore pipes to radiators on external walls. It is understood that radiators are the 1946 original pattern. The Vestry radiator was still not working but the leaking radiator at the rear of the church had been repaired. The thermostat was understood to have failed. The problem of the radiator air bleed valve on the south side of the church had been resolved with self-bleeding valves. It was noted that the radiator at the front Nave block of pews, Southside had a small leak at the valve position. This should be checked and repaired. 2
- 14.9 It was reported that there was no asbestos in the boiler house or church. It was noted that there were holes in the boiler house ceiling for pipe routes and these were oversize and should be filled with fireproof material. 2

15.0 ELECTRICAL INSTALLATION

- 15.1 The electrical distribution panel and switch is located in the clergy vestry and appears to be in good order and has been tested by an electrician recently. Paper certification is required for the logbook. 2
- 15.2 New lighting has been installed in the church with replacement of fittings only, not rewiring. The work was undertaken by Ronald Thompson Ltd of Gateshead. The previous tungsten halogen fittings have been replaced with Halide Floods which are more efficient and following advice, cool white bulbs were changed for down-lights which gave a better light level.
- The Lady Chapel pendant lighting has not been renewed.
 - Choir Vestry fluorescent lighting is adequate but does not enhance the setting. Noted there are three emergency lights at exit positions. A new Aumbry light on bracket had been installed in 2007.

- 15.3 It was reported that the lightning conductor was previously tested by 'Stone Technical Services in 2009 when all was 'satisfactory. It was noted that a 'Furse' earth box is located close to the spire base at the southeast side. This was last tested in 2009 and will therefore need to be retested in 2014.
- 15.4 Testing of the internal electric installation should also be carried out every 5 years and a report added to the Log Book. See section 'g' of the Appendix.
- 15.5 The sound reinforcing installation and loop are reported to be working satisfactorily.
- 15.6 NOTE: all 'portable' electric equipment should be tested annually under 'PATS' testing regulation, and records kept. 2

16.0 FIRE PRECAUTIONS

- 16.1 There are six fire extinguishers in the Church of different types: - Water, Carbon Dioxide and Powder for different fire conditions. Users should be aware of their application. They are regularly maintained each year. 2

17.0 DISABLED PROVISION

- 17.1 Access to the Church for disabled/wheelchair users was difficult because of steps at the entrance. A temporary ramp is now available for installing over the steps when required. A demonstration of the ramp was made and appeared to be satisfactory.
- 17.2 An 'Access Audit' should be carried out to check on all other aspects of the Act, if not already done.

18.0 SECURITY

- 18.1 All external doors are locked and internally bolted and are of sturdy construction. The vestry door is used for everyday entry/exit and is suitably locked.
- 18.2 Some windows have low cills which have attracted break-ins. The South Transept west facing window which was forced during the break in has not been fully repaired and should be corrected and suitably reinforced to prevent future break ins. 2

19.0 BATS

- 19.1 There were no reports of bat roosting in the Church.

CURTILAGE

20.0 CHURCHYARD AND ENVIRONS

- 20.1 The footpath leading to the main entrance is satisfactory but other footpaths to the Vestry at the east end are badly disrupted with tree roots and hazardous. An Arborist should be consulted on the extent of root removal and tree care generally. It is recommended that the paths are overlaid with tarmac to level out the root disruption. 3
- 20.2 The low stone boundary wall and iron railings to the north are in good condition except for rust to metalwork which is in need of treatment before redecoration. It was noted that painting preparation was in hand. 2
- 20.3 The south boundary wall at the back of the pavement to Belle Vue Bank is a low stonewall with copings and in need of repointing. Attention is required to the Notice Board bottom bead which is holding water and starting to degrade. 3
- 20.4 The Sycamore tree that was disrupting the west boundary wall has been removed down to wall level and the stump has been treated, which will in due course rot away allowing repair and repointing of the wall. 3
- 20.5 There are a variety of mature trees in the churchyard comprising, Chestnut, Sycamore, Holly, Laurel and Beech which enhance the church setting. It is understood a tree report was prepared some years ago and recommendations carried out.
- Gutter guards preventing leaf blockage have now been installed as part of the re-roofing.
- 20.6 There are two historic stone lamp bases in the churchyard with fine metalwork stems but no lanterns. These date from the original building and are period pieces and worthy of preservation. Consideration should be given to de-rusting and decorating the metalwork. 4
- 20.7 The grassed areas surrounding the church is cut by church volunteers. It was noted that roofing debris from the 2009 contract was still scattered around the site and instructions had been given to remove this which followed immediately after the inspection that day.

21.0 LOG BOOK

- 21.1 A Log Book records repairs and maintenance. Continue to keep updated.
- 21.2 The building is insured by Ecclesiastical Insurance Group and was reported to be paid up to date.
- 21.3 Reported that a Church Maintenance Plan has been initiated including regular checks on the building fabric and installed systems.

2

22.0 PREVIOUS INSPECTIONS

22.1 The following reports are kept on file:

No. 3	October 1967	Ian Curry
No. 4	January 1972	AO Lee Dip Arch RIBA
No. 5	September 1979	AO Lee Dip Arch RIBA
No. 6	September 1984	AO Lee Dip Arch RIBA
No. 7	September 1989	AO Lee Dip Arch RIBA
No. 8	September 1994	J B Kendall Dipl Arch RIBA
No. 9	October 1999	J B Kendall Dipl Arch RIBA
No. 10	October 2004	J B Kendall Dipl Arch RIBA AABC

RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category 1

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Repair leakage to heating pipe coupling in Boiler house.	14.2	200

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS:

Category 2

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Inspect and maintain gutters, downpipes and gullies and ensure clearance of leaves and debris	3.4	DIY
- Check manholes and drains annually and make a record of drain runs etc	3.5	DIY
- Re-align waste pipe in basement from Vestry to ensue water discharges into gulley	3.6	DIY
- Make periodic inspection of boiler house sump & pump and ensure pump activates before water level rises above floor	3.7	DIY
- Attend to gutters and rainwater goods during flower and leave fall to ensure rainwater discharges without overflowing	3.8/ 3.9	DIY
- Redecorate entrance door hinges and ironmongery with care	5.1	DIY or contractor £200
- Investigate rot to bottom of Choir Vestry external door and repair	5.4	500
- Repair and make safe secondary glazing to South Transept window internal side. Stained glass expert recommended	6.4	400
- Lubricate moving parts of all doors annually	9.1	DIY
- Organ blower system canvas flap requires attention	12.1	150
- Handrail to boiler house steps recommended for safety of workforce	14.1	350
- Attend to sump controls to ensure water is contained within sump area	14.7	DIY
- Repair leak to radiator at front of Nave when other repairs are in hand	14.8	70
- Fill holes in ceiling of boiler house roof with fireproof material	14.9	DIY
- Provide test certificate of electric installation for log book	15.1	DIY

	<u>Item</u>	<u>Budget Cost</u> £
- Test all portable electric equipment to 'PATS' test regulations	15.4	50
- Continue to test all fire extinguishers annually and record in log book	16.1	70
- Repair damaged window guard to South Transept and reinforce to ensure future safety	18.2	250
- Continue to redecorate perimeter boundary fencing in a phased programme	20.2	DIY
- Continue to keep log book updated	21.1	DIY

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:

Category (3)

	<u>Item</u>	<u>Budget Cost</u> £
- Repointing of following areas recommended in lime mortar to Architects Specification: -		
* Vertical joints of west gable buttress	4.1	250
* Plinth stonework at east end		incl
* Front boundary wall	20.3	incl
* Hole from Vestry pipe	4.6	incl
* North side of Joicey Porch		incl
- Recommend trial cleaning of polycarbonate sheeting to windows by specialist glazier who will advise if new sheeting is necessary	6.1	100
- De-rust and redecorate metal tie rods in Belfry Chamber. Scaffold may be necessary	7.4	1000
- Consider damp treatment to Clergy Toilet walls	13.2	1500
- Consider overlaying tarmac to paths where tree roots have disrupted surface and ensure no trip hazards	20.1	1000
- Attention required to External Notice Board bottom ledge to clean water staining and prevent water entry	20.3	DIY
- repoint west boundary wall when sycamore stump and wall joints are accessible	20.4	150
- Lightning Conductor to be checked every 5 years and Certificate issued	14.4	70

WORK TO BE CONSIDERED BEYOND 5 YEARS: Category 4

- None

WORK RECOMMENDED TO IMPROVE ENERGY EFFICIENCY: Category 5

	<u>Item</u>	<u>Budget Cost</u> £
- Insulate heating pipe work in boiler house	14.2	£200 -300

WORK REQUIRED TO IMPROVE DISABLED ACCESS: Category 6

- None

NOTE

Churchwardens should be aware of their responsibility under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 which included guidance to routine maintenance and inspection of Church property. 'A Guide to Church Inspection and Repair' published by the Council for the Care of Churches can be obtained from SPCK bookshops.

A P P E N D I X

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.

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