

DIOCESE OF DURHAM

ST. MARY'S CHURCH, HEWORTH

1111/Dch104

Inspection of Churches Measure 1955
(as amended 1995)

Architects Report No. 2 made February 2011

Archdeaconry of Sunderland
Deanery of Gateshead
Incumbent: Rev. Nigel Warner BA Dip Th. MA

J B Kendall Dipl. Arch, RIBA, AABC
Inspecting Architect
HLB Architects
139 Stockton Business Centre
70 Brunswick Street
Stockton on Tees TS18 1DW
Tel: 01642 345 174
Fax: 01642 345 175
E-mail: info@hlbarchitects.com

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

EXTERNAL INSPECTION

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

INTERNAL INSPECTION

- 8. Roof and Ceiling Void
- 9. Doors and Screens
- 9. WC's and Vestries
- 10. Ground Floor Structure and Floor Finishes
- 11. Wall Finishes
- 12. Fittings, Fixtures and Furniture
- 13. Toilets and Vestry
- 14. Electrical Installation
- 15. Heating Installation
- 16. Fire Precautions
- 17. Disabled Access

CURTILAGE

- 18. Churchyard
- 19. Trees and Shrubs
- 20. Hard Landscaping
- 21. Log Book
- 22. Previous Quinquennial Inspections

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 St. Mary's Church is situated on the south side of the Felling Bypass the A6115 at the intersection of the High and Low Heworth Lane, approximately 2¼ miles east from Gateshead Town Centre.
- A.2 The Church is sited towards the north end of the Churchyard with footpath entrances from north south and west. The principal access is from the north where the Lych Gate is located at a parking bay off the main Felling Bypass road. The northerly access leads to the Tower entrance door. A secondary entrance to the Church is on the south side leading into the stair lobby and Nave.
- A.3 Ordnance Survey Map reference NZ/2870/6190.

GENERAL DESCRIPTION OF CHURCH

- A.4 The Church, built in 1822 by John Stokoe on the site of an earlier Chapel, consists of a Nave, Choir and narrow Chancel. To the north is a Transept now converted to a Lady Chapel. A Choir Vestry and stair well are located in the opposite south Transept. The Tower is at the west end of the Nave with stair leading to ringing chamber and Belfry. At first floor level in the south Transept is a Meeting Room.
- A.5 The Organ is in the south Transept.
- A.6 There are two Fonts, one at the west end of the Nave, the other in the south Transept.
- A.7 Six bells are installed in the Tower Belfry.
- A.8 The Nave and Chancel are covered in Westmoreland slate but the Transept roofs now lowered to flat roofs, are covered in modern Sarnafil plastic sheet roofing.

The Tower roof is covered in traditional lead sheeting.
- A.9 The walls are built in unbuttressed dressed coursed local sandstone, windows are tall lancet headed with two light 'Y' tracery. The Sanctuary east window has a three light window.
- A.10 Internally the walls are plastered and decorated, except for window dressings and the Chancel Arch.
- A.11 The floors are carpeted on solid construction.

- A.12 The Nave ceiling is painted and timber panelled in 5 shallow segments. The Chancel and Transept ceilings are also painted, panelled and flat.
- A.13 Heating is by means of low-pressure hot water installation, fired by a gas boiler in a basement in the Tower.
- A.14 Artificial lighting is by electricity from underground mains and comprises pendant chandeliers in the Nave and Choir, spotlights in the Chancel and Lady Chapel.
- A.15 The extensive Churchyard contains 9 items, which are separately listed. There are many mature trees throughout the Churchyard with some smaller variety to the west. The Churchyard is closed.

Stone boundary walls surround the Churchyard in varying heights.

- A.16 The Lych gate is a timber structure supported on stonewalls with a clay tiled gabled roof and is on the Local Authority Listed Building Schedule.
- A.17 The Church is listed a Grade 11 building under the Town and Country Planning Act. A copy of the listing status is attached to the appendix of this Report. The listing status puts restrictions on repairs and alterations to the building, but may qualify for Grant assistance for repairs. Advice on Grant aided work is available from the Architect or DAC. There are 8 other listed tombs/memorials and 3 boundary markers in the Churchyard.
- A.18 St. Mary's is recorded in Pevsners Buildings of England, County Durham Volume and is referred as:

"St. Mary, Heworth, 1822 by John Stokoe for the rector and historian John Hodson. W. tower unbuttressed and narrower than the Nave. Flat roof: nave, transepts, and chancel; tall transomed two-light lancets with a little Dec tracery, typical of 1822. Slightly altered in 1892 and 1899 by W.S. Hicks – Font. 1898 by Hicks – Stained Glass by Ballantyne (DOE) – In the Churchyard, MONUMENT to the Haddon children 1717. They lie in bed in a stone four-poster with four alternatingly rusticated pillars, well tucked in under a Durham quilt – OBELISK to those killed in the 1812 Colliery disaster"

B **SCOPE OF REPORT**

- B.1 This report is based on findings of an inspection made from ground level with binoculars to view high-level roof areas.
- B.2 A tower top inspection was not possible because the roof hatch bolts were fixed and not removable.
- B.3 No roof void or internal eaves inspection was made.
- B.4 See Appendix part 'C' of this report for a full description of the limitations of the report.

1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT

Following items recorded from Parish information given by Churchwardens: -

- New heating installation to Vestries and south Entrance and stairwell. Gas boiler installed in Upper Vestry with radiators to Vestries by K Lydiatt & Co of Houghton le Spring
- Leaking heating pipework to North Transept repaired by K Lydiatt and D Watson in 2008
- New Upper Vestry door installed following damage by thieves who broke in
- Intruder alarm installed in 2009 by Lewis Security using radio technology, but subsequently hard wired because wall thickness prevented signals being picked up. 2 key pads installed at entry positions
- Telephone installed in Upper Vestry
- Electrical Test by Ivan Fairless which includes a quote for re-wiring, which has not been undertaken to date
- A number of window repairs undertaken following break-ins; all claimed under EIG insurance cover
- Autumn 2010: Gutters cleared by EP Steeplejacks at £1,800 approx
- Heating maintenance by S & M Steam of Sunderland. Annually in August/ September
- 2 new safes installed in Upper Vestry following break-ins and damage. 1 for cash and the other for Silver and Book Records, both anchored to solid masonry
- Lightning Conductor last tested by EP Steeplejacks in 2003
- Churchyard maintained by Gateshead Local Authority. Proposed re-surfacing of footpaths has been deferred

2.0 GENERAL CONDITION OF CHURCH

2.1 The Church continues to be structurally sound with no apparent settlement or lateral distress. The roofs are weatherproof and intact with no visible or reported leakages.

The masonry walls are in good condition and pointing is generally sound.

Internally the wall, ceiling and floor finishes are clean and redecorated following the fire in 2005. The building is well cared for.

Electrical installations were tested in 2003 and found to be 'unsatisfactory'. Rewiring costs have been obtained from two companies. The lowest being £17,000.

The heating is reported to be working satisfactorily but attention should be given to the Boiler House enclosure for fire resistance.

Normal maintenance and repair works should continue and these are listed in the Recommendations section of the report.

EXTERNAL INSPECTION

ROOF COVERINGS

- 3.1 The roofs comprise 4 parts : Nave, Chancel, North Transept and South Transept.
- 3.2 The Nave roof is slated in Westmoreland slates to even courses with a blue saddle clay ridge that is well pointed and level.
- 3.3 All roof tiles are intact and appear to be in sound condition with little sign of repairs or disturbance, though some storm repairs were noted in records in year 2000. Continue to monitor roof for any future storm damage. 2
- 3.4 The Chancel roof is in Westmoreland slates at the same pitch as the Nave Roof with stone gable parapet at the east, all of which appears to be in good condition.
- 3.5 The Nave east Chancel gable wall parapet upstand with flashings were repaired in 2008 at a cost of £1,200 by Stone Technical Services of Darlington

The two Transept roofs are near flat and covered with 'Sarnafil' single ply membrane laid over a previous bitumen felt roof. The work was carried out in 2002 under the direction of Ian Ness, Architect and these appear to be in good order but a roof top inspection was not possible.

4.0 RAINWATER GOODS

- 4.1 Gutters and downpipes are of cast iron construction and appear to be functioning except for clearance of vegetation on a regular basis. A regular maintenance programme should be set up for clearance of leaves. In addition, gutters and joints should be checked following rainfall for any leakage. Gutters were cleared by EP Services in 2010 2

- 4.2 Downpipes discharge onto open channels, which lead away from the Church walls to footpaths or the Churchyard for surface disposal. The Church was not inspected following rainfall but there is concern that heavy rainfall may not drain away satisfactorily. The situation should be reviewed if rainwater retention is a repeat problem. 3
- 4.3 The Tower roof discharges to a single outlet at the northeast corner and drains internally via a pvc downpipe to the Nave roof and appears to be working satisfactorily. When the Tower roof is accessible a roof top inspection should be made to check for condition of slates 2
- 4.4 The rainwater downpipes at the SW corner of the Nave and South Transept have vertical cracks which need replacement 2

5.0 WALLS AND MASONRY

- 5.1 The walls are unbuttressed but have a splayed course at door head height, which breaks up the wall panel. Stone is ashlar in sandstone and generally well pointed in lime mortar. Records show that the walls were cleaned in 1973 and much of the masonry still has a light warm appearance, but now showing some signs of weathering.
- 5.2 The splay on north Transept door has some open joints, which require repointing. 3

INTERNAL INSPECTION

6.0 TOWER

- 6.1 The Tower has four levels, the lowest at ground level is the main entrance to the Nave, and comprises a staircase to the first floor, which is floored over with a hatch to allow bell ringers to use the full floor area. The staircase passes close to the west window, which is unprotected, and a rail should be considered for safety. The floor hatch has to be carefully lifted and held back when accessing the first floor. A safety warning Notice should be added to the wall. The ground floor is oak panelled to three walls and is in good condition. 3
- 6.2 The second level is the ringing chamber and has 6 bell pulls for the Ringers. Walls are plastered and decorated. The floor is carpeted and heating is provided by wall mounted infrared heater. Steep wooden steps with no handrail lead to the clock chamber over.

6.3 The third level is the clock chamber with clock faces to 3 sides to north, south and west. The clock is a Potts of Leeds dated 1883, which has been modified from counterweight mechanism to new electric motor operated. The clock is maintained regularly by the Cumbria Clock Co. The floor is softwood boarded and in good condition, except for a wet patch on the north side which should be monitored. The walls are whitewashed in satisfactory order except for damp at the northeast corner, which should be monitored. 2

6.4 The Belfry is at the highest 4th level and has wooden louvres on four sides with wire mesh on the inside face to prevent bird entry. A loose ladder gives access to the roof level with a lead covered hatch. There are 6 bells installed on new galvanised beams, but the old cast iron frame is still intact, which will help to stiffen the Tower structure. The bells are rung occasionally and understood to be in good order.

6.5 The Tower roof is covered in lead sheets with rolls over four bays and a central hatch. The roof is pitched to the east with a single pipe outlet at the northeast corner and was draining satisfactorily at the 2005 inspection. The leadwork is of advanced age with 11 patches but is intact. Attention is required to the lead flashings on the north and south sides, where pointing and a cover flashing requires reinstatement. The stone parapet and corner finials were in sound condition in 2005 though weathered. 2

There is a flue at the SE corner, which appears to be satisfactory in 2005 but should be checked by the heating engineer at his next inspection. 2

There is one lightning conductor downtape from the Tower on the north side, which is functional but does not conform to latest British Standard recommendations. See details in Section 15.10

7.0 ROOF STRUCTURE

7.1 The Nave has seven steel angle trusses, accessible from a walkway from the Tower. Steel and timber purlins support rafters and a boarded roof.

7.2 The Chancel has two steel purlins per roof slope spanning between stonewalls.

7.3 Steel beams span over the Transepts support the Nave trusses. The Transept roofs comprise precast concrete beams with screed to give a fall to the eaves.

8.0 CEILINGS

8.1 The Nave ceiling is faceted into five panels giving a slight arch effect and painted in a deep red / maroon and appears to be in good order.

8.2 The Sanctuary and Transept ceilings are panelled but flat and in the same colour.

8.3 The Nave and Chancel ceilings are fibreglass insulated.

9.0 WALL FINISHES

9.1 Interior walls are plastered and well decorated, following the fire in 2004. The tall windows of the Nave give a bright and uplifting appearance.

9.2 The walls of the stairwell previously suffered from condensation but the new heating installation appears to have eliminated this. The condensation stains on the walls should be washed off or redecorated 2

9.3 The stair well south window has also suffered from condensation and needs cleaning.

9.4 **WINDOWS:** Report of damage to RHS East Chancel window at high level (small hole) repair recommended under insurance if possible. 2

10.0 GROUND FLOOR STRUCTURE

10.1 The Nave central aisle is carpeted in red as is the Choir and Chancel. There is a single step at the Choir and a further step at the Chancel rail and another at the Altar. The step at the Choir approach forms a projecting 'stage' on three sides. Heating pipes are under this platform and several 'soft' spots were noted with drop in level. This should be monitored for any deterioration 3

There is no marking to define the step edge, which could be a hazard to elderly. Consideration to be given to this potential risk. There is a temporary ramp available at the Choir step for wheelchairs. 3

- 10.2 Stained floorboards under pews in the Nave and Choir are in good condition and are level with the Aisle floor.
- 10.3 There is underfloor ventilation at wall grilles at the wall perimeter.
- 10.4 The Vestry and Tower entrance have stone-flagged floors. The Tower Entrance floor is uneven and consideration should be given to improvements 3

11.0 FITTINGS, FIXTURES AND FURNITURE

- 11.1 The Altar is a solid hardwood table with four bulbous legs and stout bottom rail of 18C style.
- 11.2 The Altar rail is of solid mahogany with fine turned candlestick balusters; central gate all in good order.
- 11.3 The Reredos comprises five arched panels with painted frieze over and figured paintings on wooden panels within the arches. Specialists cleaned the paintings after the fire and these appear to be in good condition.
- 11.4 Pews in the Nave are of pitch pine with solid square gables and in good order. Pews in the Choir are of oak with carved frontals in good condition. The pew frontals to the Nave are loose and should be monitored for any deterioration 3
- 11.5 There are two stone fonts, one at the west end of the Nave, the other in the south Transept. A small wooden mobile font is in memory of R. Sage.
- 11.6 A fine antique oak chair with high decorative back and armrests is located in the Chancel. This should be valued for insurance purposes. 3
- 11.7 The wooden pulpit by R. Hedley on the north side of the Choir is an elaborately carved structure on a narrow pedestal. The pulpit is loose and creaks when used and whilst this does not appear to be a safety hazard at present, investigations should be undertaken to find a way of stabilising the structure. 4

11.8 The Organ by Harrison & Harrison is a two manual instrument of 1882 restored in 1906 and 1959. Pipes are painted and case of pine and grained oak. The electric blower is in a cupboard in the Vestry. This is understood to be used regularly and is in good order. The servicing of the organ is by Harrisons of Durham. A new Roland electric piano is in use and is 3 – 4 years old

11.9 The Lady Chapel oak screen was moved from the Choir to the north Transept prior to the Lady Chapel refurbishment in 2000.

The refurbishment is in memory of a former Vicar, Rev. David Taylor born 9.5.60, died 27.5.99.

The furnishings comprise 30 blue chairs, new coronal spot lighting, Circular Altar from St Albans Church, blue carpet, giving a pleasing appearance.

11.10 An office is located in the NW corner of the north Transept behind a blank screen and includes work top and photocopier.

11.11 There is a small wooden lectern in stained oak at the Choir step.

11.12 Memorials: A World War 1 memorial is to be found in the north Transept. There are 8 other stone memorials in the Choir area.

11.3 A new wardrobe and desk are located in the Lower Entrance Hall

12.0 VESTRIES

2

12.1 Office in north Transept mentioned in Lady Chapel section.

12.2 Ground Floor Choir Vestry

An old fireplace is boarded up. Walls are plastered and decorated in good order. A single south facing window has clear diamond leaded glazing is intact and satisfactory following repairs. The window cill and mullion are stained with condensation. The ferramenta is rusting and requires treatment. New heating was reported to have eliminated condensation problems.

2

Cupboards for vestments are satisfactory. The arched door is six panelled and sturdy construction.

- 12.3 First Floor Vestry / Meeting Room
 Floor newly carpeted following damage by thieves
 Plastered and decorated walls are satisfactory. Fibre boarded and panelled ceiling with four vents and a fan but not operating.
 Fireplace boarded up and connects to same stack as ground floor Vestry.
 Window in south is upper part of window in ground floor Vestry, glazing as below. Attention required to the window grille. 2
 Building in cupboards satisfactory.
 The door is metal faced arched head and security double locked following damage caused by thieves.
 Heating is by wall mounted infrared heaters and new portable halogen heater. These should be checked regularly by PATS testing.
 There are two new safes in this room, following break in damage. These are now bolted to the structure

13.0 STAIR TO FIRST FLOOR VESTRY

- 13.1 Carpeted stair with simple handrail and painted baluster of elegant design leads from entrance to first floor landing.
- 13.2 Large stone mullion and transome window with diamond leaded lights to south wall gives good natural light to the stairwell. The window cill again is stained with condensation. Cleaning or redecoration recommended when dried out 2
- 13.3 A fire extinguisher fixed to the stair wall was last serviced in July 2010. Continue to maintain annually 2

14.0 HEATING INSTALLATION

- 14.1 An Ideal Concord CXA60 gas fired boiler is located at semi-basement level below the staircase in the Tower. A pvc header tank is located in the Ringing Chamber of the Tower. The float valve is working. The boiler is now maintained by S & M Steam of Sunderland. Previous report of heavy rain causing 50mm of water to the boiler house floor. Consideration should be given to reviewing rainwater disposal. Air supply to the boiler is via a hole through the south external wall. 3

- 14.2 The boiler flue has an asbestos? Cement pipe connecting into a steel liner thence into a brick flue. The flue rises through the Tower to Tower roof level where a terminal discharges at parapet level. The heating Engineer should advise on the flue arrangement and safety. 2
- 14.3 The boiler compartment has a broken ceiling panel and the door does not fit the frame, which has minimal rebates. The fire proofing of the compartment is compromised and should be upgraded to give integrity and safety. 2
- 14.4 Heating is circulated round the Church via cast iron pipes with branches to the Transepts and column radiators by the north door and Choir.
- 14.5 Heating in the Chancel is supplemented by wall mounted electric radiant heaters.
- 14.6 Heating in the first floor Vestry/Meeting Room and ground floor Vestry and Hall is by radiators, which has given a marked improvement.
- 14.7 Infra red heaters are installed in the Tower ringing chamber but these were not tested. See Appendix for testing of electric appliances. 2

15.0 ELECTRICAL INSTALLATION

- 15.1 The previous report records that the Church was rewired in 1983 and has been extended in various ways with different cabling. The system was last tested in 2003 by Denholm Electrical but excluded portable fixed appliances. High level spots were not tested because of height restriction. The report was classed as 'unsatisfactory'. Rewiring was recommended and quotes have been obtained but no action taken. Consider having an independent specification for quality of installation. 2
- 15.2 The Nave and Choir lighting comprises chandeliers each with pendants of tungsten lighting arranged in two rows along the length of the Church. This is satisfactory. There is additional spot lighting to the centre Nave areas at the Transepts. The Chancel has spot fittings at high level and is hidden from view by the Chancel Arch.

- 15.3 The Lady Chapel has a modern coronal light fitting with pendant spots, which gives a focus to the centre of this space, plus additional spot lighting.
- 15.4 The upper Vestry has fluorescent fittings, as does the Ringing Chamber in the Tower.
- 15.5 Power is supplied by a variety of 13A sockets. Some wiring is Pyro, other is in conduit.
- 15.6 The Tower clock faces are illuminated from behind and controlled by a timer.
- 15.7 High level lighting such as spots are difficult to access for maintenance and the cost of replacing bulbs and labour should be compared with longer life bulbs or fittings.
- 15.8 There is a distribution board ref. DB4 of 60 amp rating on the landing of the upper Vestry.
- 15.9 There is a panel of controls below the stairs for the boiler, including 'Heatermiser'. A Local Authority electric supply for the clocks was installed approx. 2004. The electric supply to the Church appears to enter the building at this location.
- 15.10 There is a lightning protection system installed to the Tower which was last tested in 2003 by EP Steeplejacks and is due to be retested. The conductor has a single earth terminal, which was tested and was satisfactory. The installation however does not conform to the British Standard, which requires two conductors per Tower and a coronal conductor at parapet level. Consideration should be given to upgrading the installation. 2
4
- 16.0 FIRE PRECAUTIONS**
- 16.1 There are three fire extinguishers, which are inspected annually by Chubb. Continue with annual testing and certificates 2
- 16.2 In view of the fire that took place in 2005, a review of fire extinguishers and their location should be undertaken. 2
- 16.3 The boiler room fire protection has been discussed previously and the lack of fire compartmentation is of concern. This should be checked by the Fire Prevention Officer or Building Insurance Officer and recommendation given. 2

16.4 Following fire damage in 2005 consideration should be given to installing a fire detection system. Heat or smoke detectors may be considered by specialist. Advice will be required. 2

17.0 DISABLED PROVISION

17.1 The main Tower entrance has 3 steps and the south Vestry entrance has 2 steps.

17.2 A portable ramp is available for the main entrance and handrails at the steps are of benefit. The ramp has however not proved to be reliable following an accident and close supervision of ramp users is emphasised. A design scheme has been approved by DAC for a new permanent ramped and stepped entrance at the Tower doors incorporating landscaping, seating, and display panels. Funding is awaited to enable the project to proceed. 6

17.3 Internally a single step at the Choir level and another at the Chancel arch are difficulties that can be overcome with management and assistance.

17.4 The staircase up to the first floor Vestry Meeting Room is inaccessible for wheelchair and disabled users, however by management and re-arrangement of venue, it may be possible to offer alternative accommodation if disabled users cannot manage stairs.

17.5 The lack of a WC in the Church may be of inconvenience to users, but it does not discriminate against those with disabilities as all are at a disadvantage. 6

17.6 Consideration should be given to having an 'Access Audit' carried out for the Church by an expert, which will review all aspects of the Act. The Architect or Local Authority can give guidance on suitably qualified assessors.

17.7 Level access to the Church from public roads and pavements is satisfactory from the north Lych-gate and south gate but the west gate has a single step that could be improved by forming a ramp. See architects Access & Landscaping Scheme & Costs 6

18.0 SECURITY

18.1 All three access doors are well secured. The south entrance door is 5 lever locked.

18.2 The north pair of doors, whilst of solid construction and firmly fixed in place, have wide gaps at jambs and meeting style. This may give an opportunity for a forced entry so attention to these details should be considered. 3

19.0 BATS

19.1 There are no reports of roosting bats in the Church.

CURTILAGE

20.0 CHURCHYARD AND ENVIRONS

20.1 The Churchyard is extensive with the Church located at the north west corner close to the Felling Bypass.

20.2 The Church Hall has its own site enclosed by walls to the east of the Church.

20.3 The Church Cemetery has been extended over the years to the east and this is known as Heworth Cemetery.

20.4 The whole Churchyard is maintained by Gateshead MBC.

20.5 Churchyard walls are of solid sturdy construction in stone with stone cappings. There are metal gates and gate piers at two of the entrances. The walls need some attention and repointing in isolated locations and this will be a Local Authority responsibility if the Churchyard is closed. 3

20.6 A Lych gate is at the northern boundary comprising low stone wall with painted timber framework over and tiled half hipped roof, all in good condition. The roof has metal gutters and downpipe. Some moss on the roof should be cleaned off. The metal gates under the Lych gate are sound.

20.7 The Churchyard surrounding the Church has numerous headstones of various ages, some listed, see attached details, some in good condition, but others vandalised or disrupted by trees or saplings. The 'Listed' Felling Pit Memorial to the West of the Tower adjacent to the boundary wall is proposed to be repaired by the Local Authority

20.8 A management programme of Churchyard maintenance should be agreed with the Local Authority with a policy of priorities. 2

20.9 The paths running through the Churchyard are of tarmac construction with concrete kerbs. Some disruption and unevenness of parts of the paths have been caused by tree roots, which will need repair. Some minor repairs have been undertaken but the Local Authority have agreed a comprehensive recovering system using 'Rockbinda' aggregate, but this had not been undertaken at the inspection date. 3

20.10 The main Notice Board is at the west entrance and it is understood a new polycarbonate sheet was installed in 2001. The board and posts appear to be in good condition.

The Churchyard is planted with a variety of trees that are into maturity. A tree survey should be undertaken by a qualified Arborist and again a planned maintenance scheme agreed. There is a guidance note on 'Trees in Churchyards' issued by the Chancellor and this should be obtained and referred to with any planned works. 2

21.0 LOG BOOK

Details of works undertaken in the previous quinquennium were given to the Architect and a summary is in this report.

All details of repairs and maintenance dates and costs should be recorded annually and entered in the Church Log Book. 2

22.0 RECORD OF PREVIOUS REPORTS

1997 – 2002 Report dated 17 May 2000 by Ian Ness

December 2005 Report No 1 J B Kendall Dipl. Arch, RIBA, AABC

RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category 1

NONE

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS:

Category 2

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Continue to monitor roof tiles for storm damage	3.3	DIY
- Instigate an annual programme of gutter and downpipe clearance of leaves	4.1	500 pa
- Check roofs/ tower downpipe from Tower roof, when access is available	4.3	DIY
- Replace broken downpipes	4.4	400
- Monitor damp in NE corner of Tower Clock Chamber. Report to Architect any concerns	6.3	DIY
- Attention required to lead flashing of Tower roof	6.5	450
- Heating engineer to check flue at next inspection	6.5/ 14.2	incl. in Boiler Inspection
- Remove condensation stains from stair walls	9.2/ 13.2	DIY
- Repair East window damaged glazing	9.4	200
- Attention required to window grille	12.3	50
- Continue to maintain all fire fighting appliances annually and check fire protection & procedures	13.3/ 16.1 & 16.2	70 pa
-- Seek advice from Fire Officer re the Boiler House enclosure, which has been compromised	14.3/ 16.3	Consultation
- Electrician to check Tower Ringing Chamber heaters for safety	14.7	Electrical Test
- Consider preparation of an Electrical Specification for tendering purposes. Noted the cost difference between quotes could be down to specification omissions or variations	15.1	500
- Agree priorities for management of churchyard, trees, paths, grass cutting etc with Local Authority	20.8/ 20.9 & 20.10	Consultations
- Continue to record building maintenance. Repairs and faculties details in Church Log Book	20.10	DIY

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:**Category (3)**

	<u>Item</u>	<u>Budget Cost</u> £
- Consider drainage system efficiency in clearing paths and soaking into adjacent ground. If ponding is a problem with ice build up in winter conditions, a soakaway system should be considered	4.2	Consultation with Architect
- Repoint open joints in masonry to North Transept Roof	5.2	100 or less if other work incl.
- Add safety notice to Bell Ring hatch	6.1	DIY
- Monitor Chancel platform floor for soft spots and advise Architect if this deteriorates	10.1	DIY
- Consider safety risk to unmarked platform step	10.1	DIY
- Consider upgrading Entrance Lobby floor to level out unevenness	10.4	5,000 if re-laid in new stone
- Monitor pew frontals that are loose and ensure safety	11.4	Monitor
- Value and include antique chair in Chancel on Insurance Policy	11.6	DIY
- Vestry window 'ironwork' requires rust treatment and redecoration	12.2	200 or DIY
- If water enters the Boiler House regularly, consider local soakaway as part of item 4.2	14.1	Monitor
- Consider security of North Entrance doors and seek Crime Prevention advice if necessary	18.2	Consultation

WORK TO BE CONSIDERED BEYOND 5 YEARS: Category 4

	<u>Item</u>	<u>Budget Cost</u> £
- Consider improvement to pulpit stability if it continues to 'creak & groan'	11.7	Consultation
- Obtain Lightning Conductor Test and advice/ cost of upgrading the Tower Conductor	15.10	70

WORK RECOMMENDED TO IMPROVE ENERGY EFFICIENCY: Category 5

	<u>Item</u>	<u>Budget Cost</u> £
NONE		

WORK REQUIRED TO IMPROVE DISABLED ACCESS: Category 6

	<u>Item</u>	<u>Budget Cost</u>
		£
- Consider Access Audit and Statement	17.6	DIY/ Consultation
- Architects 'Ramp & Steps Access Scheme' including Landscaping Scheme is approved and awaiting funding and instructions to proceed	17.7	See Architects Report July 2010 Phased Options £59k

NOTE

Churchwardens should be aware of their responsibility under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991, which includes 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.

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.