

DIOCESE OF DURHAM

ALL SAINTS CHURCH
EASTGATE

1129/Dch237

Inspection of Churches Measure 1955
(as amended 1995)

ARCHITECTS REPORT MADE
16th September 2006

Archdeaconry of Auckland
Deanery of Stanhope
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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 next 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 All Saint's stands on the north east side of the village of Eastgate, approximately 100 yards from the main B6293 road to Alston. The Church stands in the centre of the churchyard, which is approached by a gravelled drive from the road.
- A.2 Ordnance Survey Map reference NZ 953 388.

GENERAL DESCRIPTION OF CHURCH

- A.3 The Church, designed by J Johnson and built in 1887, is a handsome Neo-perpendicular building with a distinctive fleche, and comprises Nave and Sanctuary in line with an organ and Vestry on the north side built from the Sanctuary at the east end. A porch is on the south side at west end of the Church.
A boiler house is located under the Vestry and partly built into the ground as a basement but is no longer in use.
The Church is orientated in the normal east/west axis with the access drive from the west approaching the porch with a generous circle turning area.
- A.4 The Church is constructed of square coursed sandstone with ashlar quoins at buttresses, window and door openings with string and plinth and parapet courses also in ashlar.
The walls internally are plastered except for window tracery and the Chancel arch which are left revealing the natural stone.
- A.5 The floors are solid throughout and comprise wood blocks under pews.
Quarry tiles on the Sanctuary floor are overlaid with carpet to the steps and aisle.
- A.6 Roofs to the Nave, Sanctuary and Vestry are double pitched. The Nave roof is of open timber construction with a carved frieze at eaves level, whilst the Sanctuary is coffered in a six sided panel ceiling framed in pine with decorative cornices and bosses.
The Vestry has a plastered ceiling with void over.
All roofs are covered externally with Westmorland type 'green' slates laid to diminishing courses.
- A.7 The fleche rising over the Chancel arch houses 2 bells, one on each side of the central spine in an open bellcote, all constructed in ashlar masonry. The bells are rung internally from the corridor leading to the Vestry.
- A.8 The organ loft on the north side of the Sanctuary is a single manual pipe organ by Forster & Andrew of Hull (1889).
- A.9 A font is located at the centre of the west end of the Nave and is completely formed out of local Frosterley marble.
- A.10 The Church is not a listed building, but it is located in a Conservation Area controlled by the Town and Country Planning Act.

- A.11 Pevsner: Buildings of England – Durham edition:
EASTGATE: ALL SAINTS. Handsome aisleless neo-Perp church with a fleche. By Johnson, 1887.

B SCOPE OF REPORT

- B.1 The inspection covers the Church, Vestry and external areas within the churchyard boundary walls.
- B.2 This report is based on findings of a visual inspection made from ground level only. The weather was cloudy with steady rain later. Temperature approx 12°C.
- B.3 The higher roof levels and fleche were inspected with binoculars from ground level.
- B.4 There were no floor voids or ceiling voids that could be inspected. The floor is of solid construction and the Nave and Chancel roofs are of open construction to the underside of boarding. The Vestry has a flat ceiling but it was not possible to inspect the void.
- B.5 There were no manholes or drain access points that could be inspected.
- B.6 The basement boiler house was not open for inspection. Electric lighting was working.
- B.7 See appendix 'c' in this report for a fuller description of the report limitations.
- B.8 No ladders were available to inspect gutters or eaves.

1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT

No one was available to give a verbal report but the updated log book was available in the Vestry.

The following list is a copy of the recent log book entries 2006 - 2011:-

- 1.1 Annual inspections of fire extinguishers
- 1.2 Annual service of organ by Harrison & Harrison
- 1.3 Regular clearance of gutters
- 1.4 Electric installation checked
- 1.5 Wiring replaced to external porch and plugs
- 1.6 Splits in lead guttering repaired
- 1.7 Slates replaced when necessary
- 1.8 Interior redecorated
- 1.9 Bell serviced twice in 5 years
- 1.10 Two trees removed in dangerous condition
- 1.11 Regular grass cutting during summer months

2.0 GENERAL CONDITION OF CHURCH

- 2.1 The Church continues to be well cared for, cleaned and polished. The dry rot outbreak reported and noted during the 1999 inspection was treated and there is no indication of any further outbreak. The timber cornice restoration deferred until walls were fully dried has now been reinstalled. The churchyard is well maintained and cared for and the Church generally is sound and functioning as required.

EXTERNAL INSPECTION

3.0 ROOF COVERINGS

- 3.1 The main Nave and Chancel roof is dual pitched at approx. 45° with an elegant stone fleche at the Chancel arch position containing a bellcote. The Vestry and organ roof abuts with north side of the Church with a small intersection above the parapet at roof level. The porch roof on the south side is dual pitched and abuts the Nave wall below the parapet level. All appear to be in good condition with slates intact.
- 3.2 Slates are Westmorland to even courses with stone ridges and all appear to be in sound condition. From gutter level on the south side some eaves slates were noted to be wired-in indicating earlier repairs. There is underfelt under the slates indicating that the roof was reslated post-War possibly 30+ years ago. There are no records of this work. The lead-lined gutters are not original and possibly renewed when the roof was re-slatted. The slates appear to be original but refixed.

- 3.3 Roof level access was not possible on this visit. The leadwork in the eaves gutters seen on a previous visit to the south side had been chase-fixed at the front edge of the stone guttering thus preventing proper thermal movement of the lead trays. In certain locations along the gutter there was evidence of lead stress with open vertical fractures caused by entrapment of the lead. This allows leakage into the wall heads and is possibly the cause of dry rot. The bay lengths appear to be oversize by current standards and this should be checked against the Code and all bays refixed or replaced to Lead Development Association (LDA) recommendations and to the Architect's specification. It is noted from the log book entry that some lead repairs have been carried out but there are no details of where or what was done. Generally lead gutters need regular inspection, especially when repairs and dry rot have been experienced. It is important to have a professional 'view' of the gutters if leakages and problems are to be avoided in the future.
- 3.4 The damp patch previously seen on the North wall face in the first bay at high level west end is still visible on the inside wall at high level and stretching into the NW corner. This may be prolonged drying out of the solid walls. Externally the masonry at the west end of the north elevation appears to have a damp patch and this requires further investigation at gutter level by the architect or a reputable roofer. Photographs are required for consultation if the Architect is not able to inspect. 2
- 3.5 The Sanctuary gable table stones require inspection at close quarters, joints on each side indicate open gaps with staining down the wall face which require repointing. 2
- 3.6 Parapet perpendicular joints on the exterior Nave north and south sides were seen to be open and in need of repointing. The west gable table stone joints are open and in need of repointing. 2
- 3.7 Small deposits of moss on the east facing Vestry roof were noted but no action needed at present.
- 3.8 Vegetation in the sloping valley of the Vestry roof with the Nave roof on the North side requires cleaning out and close inspection for lead condition. 2
- 3.9 The porch gable parapet joints are open and should be stemmed and repointed. 2

4.0 RAINWATER GOODS AND DISPOSAL

- 4.1 As mentioned above the Nave and Chancel roofs have lead lined stone gutters at parapet eaves level which discharge into rainwater heads and square section downpipes. The Vestry and porch roofs have over sailing cast iron gutters and downpipes.

- 4.2 All downpipes discharge into gullies and are assumed to drain to soakaways. There is a line of drain visible by settlement from the north side gully at the Vestry projection to a soakaway position.
- 4.3 There are a number of rainwater goods repairs/replacement required as follows:
- Clear leaves at foot of steps to boiler house and ensure gulley is cleared. 1
 - South side Nave downpipe, centre section cracked requires replacement. 2
 - South side Chancel downpipe lower section cracked; requires replacement. Staining down wall at higher level behind downpipe may be historic, but should be checked following rainfall. Elder bush at this downpipe to be removed. 2
 - Vestry gutters require clearing out of vegetation and wire brushing before decorating in bitumen paint. 2
 - Leak to Vestry gutter on west side to repair. 2
 - Tree trunk at wall base on West side of Vestry to remove to prevent roots growing into drains. 2
 - Nave downpipe on North side, blockage in shoe at bottom of pipe to clear. 1
 - All downpipes require preparation and redecoration. 2
 - Check all gullies are cleared and functioning. 2

5.0 WALLS AND MASONRY

- 5.1 West gable: The movement joint or hairline settlement on the north side of the gable appears to be as previously recorded.
- 5.2 Chancel Arch/Interior: The arch voissior previously noted as repointed appears to be as seen at the last inspection and appears to be static.
- 5.3 Porch: Repoint open joints in steps. 3
- 5.4 South Elevation: Repoint hairline crack below cill of east side window. 3
- 5.5 East Elevation: As previously noted masonry is in good condition except for small patch of erosion to NE buttress. Clear moss off plinths. 3
- 5.6 North Elevation: Remove moss and vegetation off plinths and stringcourses. 3
- 5.7 Boiler House: Repair East dwarf wall and coping of steps. 4

- 5.8 Nave West Gable: As mentioned previously the repointing has been carried out in a projecting ribbon style which is unsatisfactory and will cause erosion of the stone and must be avoided in future.
- 5.9 Internal walls at NW corner: There appears to be some indication of damp in the NW corner of the Nave at high level at about eaves/cornice level. Externally the wall between the NW corner and the 1st North elevation downpipe appears to have a damp tracking from eaves level to ground level which may be a blocked outlet or lead fracture in the gutter. This should be investigated from ladders by a builder or professional with report and photographs to the Architect. 1
- 5.10 Internal walls – South side: the wall panel to the left hand side of the entrance door has been replastered following the dry rot outbreak in 1999 and is reinstated and decorated.

6.0 EXTERIOR DOORS

- 6.1 There are two doors: the main entrance has a pair of substantial oak panelled doors with dark natural finish. The rim lock and latch are in good condition. Top and bottom bolts are secure, but the bottom bolt keep is loose and should be secured. As before the exterior oak face would benefit from a coating of boiled linseed oil to prevent timber drying out and cracking. 3
- 6.2 The rear Vestry door is single leaf of sturdy construction in oak and requires attention to lower rail and cill. There is some rot in the door base which should be attended to. The rim lock is sound. 3

7.0 WINDOWS

- 7.1 The Nave windows are tall with ogee cusped heads, leaded lights, and clear glass which give good natural lighting to the interior. 4 No. of the windows have louvre opening lights operated by cords. Some attention is required to ease these for opening if ventilation is required. 2
- 7.2 The east window of the Sanctuary has 3 lights in figured stained glass dated June 1904 and has external wire protection. A memorial to John Arundel Hilyard.
- 7.3 The Sanctuary south windows are clear leaded glazed 6 No. quarries are broken and should be repaired when funds allow. 4
- 7.4 The north Sanctuary window has a figured stained glass panel undated.

- 7.5 Externally all windows have metal bars built into jambs and cills. In most cases the stone cills are cracked where the vertical bar is embedded in the cill. Careful repair is required to prevent further decay. Rust treatment is required to the metalwork before stone is made good. Redecorate metalwork. 3
- 7.6 The damp ingress at the window jambs of the West window are disrupted as previously reported. The South side reveal at high level is more affected. Preparation and redecoration is recommended when funds allow. 4
- 7.7 The Vestry corridor has a five light window with 3 louvres which open satisfactorily.

8.0 FLECHÉ

- 8.1 The handsome fleche with slender pinnacle is of smooth ashlar masonry and in good condition. Seen through binoculars the stone is weathering well and only joints are beginning to show signs of opening up and will need repointing in due course when funds allow. 4
- 8.2 The South side bell wheel previously noted as distorted could have been repaired but details of the bell maintenance were not available. The bells were not tested for ringing.

INTERNAL INSPECTION

9.0 ROOF STRUCTURE

- 9.1 The roof structure comprises 8 No. roof trusses in pine with arch bracing and 5 No. scissor trusses between being exposed with rafters, purlins and boarding open to the underside. There is a decorative band of timber bracing above the wall head on each side. All timbers appear to be in sound condition of light pine (pitch) appearance and no sign of distress or staining through leakage.
- 9.2 The dry rot in the roof over the Entrance door seen at the previous inspection has been dealt with but there remains only a narrow strip of undecorated wall adjacent to the SW truss bracket in the gable wall corner. Carved timber frieze sections have now been refixed and all looks intact. No details of the contractor or treatment or guarantee were available.
- 9.3 The remainder of the roof structure, seen internally in limited lighting on a dull day, appeared to be satisfactory.

10.0 INTERNAL DOORS AND PANELLING

- 10.1 The arch headed door from Sanctuary to Vestry is in light oak, panelled and in good condition. The door now closes without catching and appears to have been previously affected by moisture swelling.
- 10.2 The door to the organ chamber from corridor is stained softwood, arch headed and in good condition. The latch is still missing.
- 10.3 The Vestry door is panelled dark stained, in good condition but needs easing to avoid catching on floor.
- 10.4 Panelling: The Nave side walls are panelled up to window cill level, approx. 2m height and finished with a decorative cornice. The dry rot outbreak reported at the 2006 inspection in the panelling was removed and the panelling is now reinstated . No details were available of the treatment or guarantee or a Logbook entry.

3

11.0 GROUND FLOOR STRUCTURE

- 11.1 The aisle has small quarry tiles in good condition, woodblock flooring is under the pews to each side and satisfactory.
- 11.2 The Sanctuary is also quarry tiled with steps up to the altar in stone. Some glazed tiling detail is in good order.
- 11.3 Herringbone block flooring to the Vestry and corridor is satisfactory.

12.0 INTERNAL FINISHES

- 12.1 Plastered walls above the panelling in Nave and Sanctuary are in good condition.

13.0 FITTINGS, FIXTURES AND FURNITURE

- 13.1 Softwood stained pews in the Nave have decorative gable ends in good condition. The pews in the Chancel are of oak with poppy head decoration to the pew gables.
- 13.2 Pulpit, lectern, choir stalls and altar rail are in oak and in satisfactory condition.
- 13.3 Organ: single manual instrument by Forster and Andrew 1889 maintained by Harrison and Harrison. Case was locked. No details available of the working condition. Continue to maintain organ.

3

- 13.4 At the Sanctuary arch is a low stone wall with metal gates and fine decorative detail.
- 13.5 In the Sanctuary, oak dado panelling to cill level with decorative top. A seat built in under the window and an aumbry cupboard in the SE corner with good decorative detail. Some minor bonding repair to the seat side panel required. The missing piece is adjacent. 3
- 13.6 Frosterly marble font at west end on stone plinth with cusped column base. A fine decorative pierced timber canopy on rise and fall chain. All appears in good condition. The safety of the rise & fall chain & counterweight should be checked. 2
- 13.7 Two free standing chairs on either side of the altar, of simple domestic style.
- 13.8 The simple oak altar with interchangeable frontals in good condition. The altar frontal chest is in the Vestry.

14.0 TOILETS AND PLUMBING

- 14.1 None.

15.0 HEATING INSTALLATION

- 15.1 The former boiler and circulating pipework is no longer in use, but the pipework in the Nave is retained. The lead vent pipes rising to high level and terminating through the west window should be removed and glazing made good. The old oil tank has been removed. The remaining metal frame should also be removed. 3
- 15.2 The heating is now quartz electric radiant heaters mounted on window cills and one in the choir. Manufacturers are Storaad model No. QR0183 3/6 kw 12A/25A rated. These were switched on and seen to be working
- 15.3 2 No. Infradex calor gas heaters are stored in the Vestry. The calor gas heaters should be checked annually. 2

16.0 ELECTRICAL INSTALLATION

The lighting was checked and seen to be working.

- 16.1 Lighting in the Nave is by 6 No. chandeliers on a ring pendant. Also 4 No. chandeliers on ring pendant in the Chancel. 2 No bulbs fused. 2
- 16.2 Lighting in the Vestry was not working and was noted to be from an old lead covered cable which is probably time expired. This should be checked by an electrician or replaced. 2

- 16.3 Lighting distribution panel is in the rear Vestry lobby and has MCB's and pyro wiring to the recommended standard. The earth wire from the panel is routed to the exterior adjacent to the external door.
- 16.4 A single lightning conductor is installed to the fleche pinnacle and routed down on the north side to the Vestry corner. The conductor should be tested at least every 5 years and a test certificate obtained and kept in the logbook. It was noted that there was a new earthing terminal at the NW corner of the Vestry indicating that an earth test had been undertaken recently.
- 16.5 The electric installation and equipment was tested in the last quinquennium and should be checked again at least every 5 years by an electrician with a test certificate. Details of the last electrical test were not available. 2

17.0 FIRE PRECAUTIONS

- 17.1 There is a 9 litre water extinguisher in the Nave and a 2kg Carbon Dioxide Extinguisher at the organ, both tested in November 2010, and are due for re-inspection. 2

18.0 DISABLED PROVISION

- 18.1 Both main and Vestry entrances have a number of steps which would be an obstacle to wheelchair or pushchair users. In the event of disabled access a temporary ramp and handrail should be considered. 6

19.0 SECURITY

- 19.1 Locking of doors appears to be satisfactory.

20.0 BATS

- 20.1 As previously noted bats are thought to be roosting in the porch roof evidenced from the droppings at the entrance door. As bats are a protected species it is important that any chemical treatments are 'bat friendly' and the contractors should be made aware of the situation. If further details of recommended chemicals are required English Nature should be consulted. The Architect will advise of contact telephone.

CURTILAGE

21.0 CHURCHYARD AND ENVIRONS

- 21.1 A gravel drive serves the Church from the entrance gates at the south west corner of the churchyard and terminates at the entrance porch in a gravelled turning circle. The drive is in good condition and requires only grass/weed killer treatment. The entrance gates are in memory of Mr & Mrs N Day and are in good condition. 2
- 21.2 Boundary walls are of dry wall construction, stock proof and in good condition. Some repairs are needed where walls are loose or bulging. Noted that the wall 20 yards north of the gates has a bulge caused by a Yew tree. Monitor and maintain 3
- 21.3 The churchyard is well maintained with grass cut regularly.
- 21.4 The churchyard is attractively planted with established trees: deciduous and evergreen species and some decorative shrubs. The mature trees are: yew, ash, rowan, sycamore, beech & horse chestnut. A maintenance plan should be adopted to deal with tree management. It was noted in the log book that 2 trees have been removed in the last quinquennium.
- 21.5 The headstones in the churchyard are generally tidy though some have fallen. The churchyard appears to be in use with recent burials.

22.0 LOG BOOK

A Logbook was available for inspection and updated notes added to 2011. See Clause 1.0

- 22.1 Repairs and maintenance should be recorded in the Church Log Book. 2

23.0 PREVIOUS INSPECTION REPORTS

The following previous reports are on file:

February 1989	John AG Niven
July 1994	Jeremy B Kendall Dipl Arch RIBA
July 1999	Jeremy B Kendall Dipl Arch RIBA
October 2006	Jeremy B Kendall Dipl Arch RIBA AABC

RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category 1

	<u>Item</u>	<u>Budget Cost</u>
		<u>£</u>
- Clear blocked rainwater gulleys	4.3	DIY
- Investigate condition of leaded valley to north and south sides of roof	5.9	50

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS:

Category 2

	<u>Item</u>	<u>Budget Cost</u>
		<u>£</u>
- Investigate parapet gutter at NW corner for signs of leakage	3.4	Inspection/Report
- Inspect table stones of Nave & Sanctuary at close quarters and check flashings and pointing. Advise of costs	3.5	Inspection/Report
- Inspect sloping lead valleys of Vestry for leakage and clear out debris/vegetation	3.6	Maintain/Inspect/Report
- Porch parapet joints to be repointed	3.9	Included above
- Maintain and repair rainwater goods	4.3	2,000
- Maintain opening window operation if required	7.1	DIY?
- Check condition and safe operation of font cover chain	13.6	H&S Check
- Check safety and operations of calor heaters if in use	15.3	50
- Replace light bulbs as required	16.1	DIY
- Check lighting to Vestry (New bulb or electric fault?)	16.2	DIY?
- Check electric installation every 5 years or when advised by previous tester	16.5	Quote
- Continue to check all fire fighting equipment annually	17.1	50
- Apply weed killer to drive and access ways	21.1	DIY
- Continue to record details of repairs and maintenance and costs/contractors in log book	22.0	DIY

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:

Category (3)

	<u>Item</u>	<u>Budget Cost</u>
		<u>£</u>
- Repoint joints in porch steps	5.3	50
- Repoint gaps below window cills	5.4	inc above
- clear moss off wall plinths/string courses	5.3	DIY
- Apply boiled linseed oil to entrance doors	6.1	DIY
- Repair rot to Vestry external door frame legs.	6.2	2/300

Cont...

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:

Category (3)

	<u>Item</u>	<u>Budget Cost</u> £
- Make good stone cills where glazing bars have rusted and cracked stone cills including metal rust treatment to bars	7.5	3/400 per window
- Ease Vestry door if access becomes a problem,	10.3	150
- Continue to maintain organ	13.3	Quote
- Repair missing timber decoration by careful bonding	13.5	DIY
- Remove old oil tank frame to prevent obstruction and ease ground maintenance	15.1	DIY
- Monitor and maintain boundary walls	21.2	DIY

WORK TO BE CONSIDERED BEYOND 5 YEARS: Category 4

	<u>Item</u>	<u>Budget Cost</u> £
- Repair dwarf wall/ copings of boiler house steps	5.7	300
- Repair broken lights to Sanctuary south window if leakage enters the building	7.3	Quote
- Hack off decayed plaster to south side of west window and replaster on prepared background to prevent damp. Redecorate when funds allow	7.6	500
- Make roof top inspection of fleche and investigate/ report on masonry condition. Submit photographs to architect for consultation	8.1	Quote

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> £
- Provide temporary ramp and handrail to entrance steps	18.1	Quote 400 ramp/400 handrail

NOTE:

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

A 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.

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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