



**PARISH CHURCH OF ST. MARY  
SHERBURN**

**DIOCESE OF DURHAM**

**QUINQUENNIAL INSPECTION  
2008**



conservation contemporary design

118 Struan Terrace, East Boldon, Tyne and Wear, NE36 0es t 01915364400 m 07714336064  
f 01915371529 e tonybarnes@b3architecture.fanet.co.uk

## INDEX

<b>SECTION 1</b>	<b>GENERAL DESCRIPTION</b>	<b>3</b>
1.1	Location and Site	
1.2	General Description of Building	
1.3	General Condition	<b>4</b>
1.4	Work carried out since last inspection	
<b>SECTION 2</b>	<b>SURVEY NOTES and RECOMMENDATIONS</b>	<b>5</b>
2.1	Exterior	
<b>2.2</b>		
<b>2.3</b>	Interior	
2.4	Heating/Plumbing	
<b>2.5</b>		
<b>2.6</b>	Electrical	
2.7	Site and External Surrounds	
<b>2.8</b>		
<b>2.9</b>	Specialist Reports	
<b>SECTION 3</b>	<b>APPENDIX</b>	<b>19</b>
<b>3.1</b>	Scope of Report	
<b>3.2</b>	Form of Report	
	• General	
	• Priorities	
<b>3.3</b>	Electrical installations	
<b>3.4</b>	Lightning Conductors	
	Heating Installations	
	Fire Precautions	
<b>3.5</b>	Security	
<b>3.6</b>	Regular Maintenance between Quinquennials	
	Protection of bats	
<b>3.7</b>	Disability Discrimination Act 1995	
<b>SECTION 4 SUMMARY OF WORK</b>		<b>22</b>

## **SECTION 1**

## **GENERAL DESCRIPTION**

### **1.1**

#### **Location and Site**

Front Street, Sherburn Main Road

The church is situated towards the south east corner of a rectangle of ground to the west of the original centre of the village of Sherburn set behind a stone wall on the south side of the B1283 some 2.5 miles (4.5 Kilometres) from Durham city further to the west

The northern part of the site fronting the road is a public cemetery. To the east is the substantial former vicarage of red brick beneath a slated roof. Land to the south and west is now occupied by private housing.

A single track access leads from the main road and provides a one way arrangement for vehicles around the church

There is no car park within the site

Ordnance Survey map reference NZ 286 624

Consultation with the Diocesan Archaeological Advisor and Local Authority Archaeologist indicates that the church and its site are not of archaeological importance

### **1.2**

#### **General description of the Church**

- The church of loadbearing local stone beneath a dual pitched slated roof was, built in 1872 to designs attributed to RJ Johnson, is Grade II listed.
- The original building provided a high roofed nave, with clerestories above the north and south aisles. Chancel is separated from the nave by an oak screen. Organ chamber with original vestry beyond are to the north of the chancel. A lady chapel to the south. The main entrance is by the south door entrance porch on the south. North entrance beneath tower/spire
- The boiler room (redundant) is beneath the old vestry. A tower with spire inc organ blower and belfry is contained in the corner, between the vestry and the north aisle and above the north door.
- An inner lobby with toilet facilities leading to a Narthex / meeting area with a vestry / administrative room all at the west end is a more recent addition.
- A sacristy occupies the space at the east end of the north aisle and leads through to the vestry
- The walls are of local stone with sandstone dressings. The inner skin is finished with plaster. The sandstone dressings are exposed.

- The main roof is supported on raised collar trusses with timber purlins and exposed rafters beneath a covering of Welsh Slate
- The chancel roof is supported on 4 arched timber trusses with purlins and rafters.
- The original floors have been replaced and now have a painted concrete screed finish . The chancel floor is solid with a marble tiled finish and pine platforms.  
The lady chapel has carpet over boards
- Artificial light ,power and heated water by mains electricity
- Heating is by Individual Gas fired heaters , supplemented by electric panel heaters in lobby, narthex and vestry. Over door electric heater to south door
- There is a mains drainage system for foul water and a system of soakaways for surface water

#### **Accommodation comprises**

Lobby with WC inc DAP toilet  
 Narthex/ meeting area with small servery  
 Vicars vestry  
 North Aisle  
 Sacristy  
 Nave  
 South aisle  
 Chancel  
 Organ Chamber  
 Store(orig Vicars Vestry )+WC  
 Lobby  
 Basement boiler room( decommissioned)

### **1.3**

#### **General Condition**

- The Church appears to be well cared for and in good structural condition. Externally the condition of pointing to stonework and surface deterioration will require closer evaluation and a structured schedule/timetable of repair would be prudent.

### **1.4**

#### **Work carried out since last inspection report**

- 2004 Boiler room chimney stack removed. Roof coverings repaired, Copings re bedded.
- 2005 Roof coverings repaired. Lead flashings replaced .Repointing of stonework
- 2006 Replacement of worn/weathered stonework to south door  
Gutters cleaned and leaks repaired.  
Electrical test
- 2007 Roof coverings repaired and ridge repointing  
Handrail fitted to external basement steps

**SECTION 2  
SURVEY NOTES**

**Date of Survey** 19 november 2008

**Town** Sherburn

**Street** Durham Lane

**Type of Premises** Church

**Date Built** 1872 Grade II listed

**Main Structure** Single Storey, loadbearing stone

**Main Roofs** Church: Dual pitched, Structural timber with Welsh blue slate coverings  
PVC and Cast iron rainwater goods

**Location** Urban setting.  
Detached Walled /fenced grounds / cemetery with boundary trees  
No car park

**Telephone** 0191 372 0952 Mrs Jean Wilkinson Church Warden

**Photographs &  
Sketch Plans** Attached

## **SECTION 2**

### **INDEX**

#### **2.1 Exterior**

- 2.1.1 North Elevation
  - 2.1.2 East Elevation
  - 2.1.3 South Elevation
  - 2.1.4 West Elevation
- Tower to be inspected from access platform

#### **2.2 Interior**

- 2.2.1 Lobby/ south door with WC and DAP toilet
  - 2.2.2 Narthex/ meeting area with small servery
  - 2.2.3 Office
  - 2.2.4 North aisle/ Nave/South aisle/Lady chapel
  - 2.2.5 Sacristy
  - 2.2.6 Chancel
  - 2.2.7 Store (orig Vicars Vestry) +WC
  - 2.2.8 Lobby/ north door Tower (organ blower/ bell chamber)
- Basement boiler room (decommissioned)and not inspected

#### **2.3 Heating Installation**

#### **2.4 Electrical Installation**

#### **2.5 Site and External Surrounds**

## 2.1 EXTERIOR

### GENERAL DESCRIPTION

- Roofs
- 
- 
- 
- Coverings
- 
- Tower/spire
- 
- Flashings
- Gutters, rainwater pipes
- Fascias
- Ext. walls
- 
- Lintels and arches
- Pointing
- Windows
- 
- Glazing
- 
- Ext. door
- Frames
- Threshold
- DPC
- 
- 
- Dual pitched, timber on open collar beam trusses (nave)
- Lean –to beams with timber purlins +rafters (aisles)
- 4 arched timber trusses with purlins +under drawn rafters(chancel)
- Slate throughout
- 
- sand stone octagon over square base, with stone spire
- 
- Lead/ cement haunchings
- Ci., black Pvc + aluminium
- Painted timber(church):
- Coursed random rubble sandstone with dressed sandstone details and margins
- Dressed sand stone
- flush
- dressed sandstone surrounds
- 
- Leaded lights, stained glass or Vandalite poly carbonate
- 
- Vertical pine boarded
- Rebated stone
- Stone: hardwood
- Slate?
-

### 2.1.1 North Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ridge roof	F crestings broken fair	<b>Check /repoint and consider Replacing broken ridge tiles on chancel</b>	<b>3</b>
roof coverings	f	<b>Replace slipped slates</b> (west end of nave)	<b>1 : 2</b>
flashings	f rear of tower not insp. Suspect leaking( see int)	<b>Inspect flashing and lead gutter linings. Repair</b>	<b>1</b>
gutters	f	<b>Clean out and repair any defective joints, particularly at nave above windows 1+2east end</b>	
rainwater pipes external walls Stonework	f good f some facework deterioration. Brken kneeler support- vestry gable(rh). Plinths damp	<b>Repair</b> broken kneeler and aisle eaves stones, Stem +Repoint vestry gable key stone, west gable kneeler and corner buttress top/ junction. Point up redundant fixing holes	<b>2</b>
windows glazing	f f		
dpc Decoration	f p	<b>Decorate</b> gutters/down pipes	<b>2</b>
Tower	f	<b>*Inspect structure</b> and coverings (from access platform )	<b>3</b>

### 2.1.2 East Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ridge and hips	f		
coverings flashings	f f		<b>1</b>
gutters	f	<b>Clean out/</b> check joints for leaks <b>Repair</b> any defective joints	<b>1</b>
RWPs	f		
external walls	f suspect open mortar joint- water table/coping kneelers.	<b>Rake out/Repoint . Fill holes Monitor erosion. Further selective replacement may become necessary</b>	<b>1:2 3</b>

windows	med surface erosion	<b>Stem and repoint</b>	<b>2</b>
glazing	low level. Sm hole vestry wall+ south aisle upper right f open joint east window cill f		
decoration	f		

### 2.1.3 South Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
roof coverings	f/nvd f/ nvd		
flashings parapets/copings gutters	f f f	See east elevation above. <b>Clean out</b> , check back face for corrosion , repair as necessary. Paint internal faces	<b>1</b>
rain water pipes external walls	f f lean pointing to clerestory west end Erosion at low level south aisle. poor over pointing	<b>Repoint</b> areas of lean , open or cracked mortar	<b>3</b>
windows	f	<b>Clean</b> vestry roof lights	<b>2</b>
glazing	f	<b>Replace</b> cracked pane to clerestory	<b>2</b>
doors/frames thresholds	f f		
decoration	f	<b>Redecorate</b> gutters(include internal) and brackets	<b>2</b>
air vents	f	<b>Ensure</b> vents are free of debris. <b>Suggest</b> vents are made removable to allow for ease of maintenance	<b>2</b>
steps	f	<b>Repoint</b> joints in steps	<b>1</b>

#### 2.1.4 West Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ridge Roof Coverings flashings	<b>f</b> <b>f</b> <b>f</b> <b>f</b> haunching /flashing to sw tower corner suspect, internal leakage evident	<b>Check</b> condition and corner lead detail Replace cement haunching and corner abutment flashing to tower	<b>1</b>
gutters	<b>f</b>	<b>Clean out</b> vestry gutter, <b>Check</b> condition and <b>undertake</b> any essential repairs	<b>1</b>
fascia external walls	<b>f</b> <b>f</b> surface erosion to tower base	<b>Monitor</b> .further selective replacement may become necessary within quinq	<b>3</b>
decoration	<b>f/p</b>	<b>Redecorate</b> louvres to wc/dapt	<b>2</b>

## 2.1 INTERIOR

### General description

- Ceilings
  - Painted plaster in panels within exposed rafters
  - Painted plasterboard in new rooms
- Walls
  - Varnished boarding within chancel
  - Painted plaster over stonework to original walls
  - Plasterboard over timber partitions to new rooms
- Floors
  - solid concrete finished with a cementitious screed over painted in nave and aisles
  - Tiled floor to sanctuary
  - Carpeted in old vestry/ narthex/south lobby/ office /sanctuary
  - Vinyl finish in wc's
  - Metal frameset directly into stonework.
  - Stained glass within lead comes or polycarbonate
  - Stained glass in south aisle by Kymes studio 2001 Munro family
- Windows
- Glazing
- Doors
  - Glazed oak framed and oak veneered plywood
  - Braced and boarded in orig arched openings
- Seating
- Electrical
  - Movable pine pews in nave and aisles. Pine choir stalls
  - Main incoming service , distribution board , boiler controls, and bell system in old vestry ? Time clock
  - Pendant clusters with Tungsten/ fluorescent low energy lamps in nave and south aisle.
  - Halogen/tungsten spotlights in chancel
  - Surface mounted fluorescents in vestries extension
  - No emergency lighting
- Heating
  - Gas meter in
  - Unit gas fired wall mounted heaters.
- San. Fittings
  - Vitreous china wc's +whb's
  - Wash up sink in Narthex servery
- Fire protection
  - 3 water extinguishers and 3 CO2, 6l foam in lobby
- Lightning conductor
  - Single copper tape from Weather vane on spire
- Ventilation
  - Through wall hopper vents in nave /south aisle/ chancel.
  - Mechanical ventilation to wc's and servery
    - chancel step. 1 sanctuary step + 1altar step
  - oak altar rail
- Stairs/steps

- Balustrades
  - Storage cupboards
  - Pulpit
  - Font
  - Organ
  - Security
  - Disabled persons matters
  -
- painted timber in choir /clergy vestry/ old vestry
  - octagonal panelled oak
  - of Stone . steps reduced when resited south of crossing
  - Present organ by Harrison and Harrison
- Steps at both entrances  
 Sound reinforcement system with induction loop  
 Disabled persons wc unit in south porch lobby  
 Light levels appear adequate

### 2.2.1 South door lobby + wcs

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	<b>nvd</b>		
Walls	<b>f</b> minor cracking to boards in cubicle	<b>Fill</b> cracks + decorate	<b>2</b>
Electrical	<b>nvd</b>	<b>Check and test</b>	<b>2</b>

### 2.2.2 Narthex/servery

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ceilings	<b>nvd</b>		
walls	<b>nvd</b>		
woodwork	<b>f</b>		
doors	<b>nvd</b>		
ironmongery	<b>f</b>		
Windows	<b>none</b>		
Roof lights	<b>Nvd</b> ( internal to borrow light from west window)		
decoration	<b>f</b>		
flooring	<b>Nvd</b> carpet vinyl. no inspection of floor structure		
electrical	<b>f</b>	<b>Check and test</b>	<b>1</b>
Heating	<b>nvd</b>	<b>Check and test</b>	<b>2</b>
Hot water heater			
Fire protection	<b>Nvd</b> 6l water	<b>Service appliance</b>	<b>2</b>
Ventilation	<b>nvd</b>		

### 2.2.3 Office

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceiling	<b>f</b>		
walls	<b>f</b>		
woodwork	<b>f</b>		
doors	<b>f</b>		
ironmongery	<b>f</b> internal door	<b>Replace</b> glass with safety glass	<b>1</b>
windows	<b>f</b>	<b>Overhaul/adjust</b>	<b>2</b>
glazing	<b>f</b>		
decorations	<b>f</b>		
flooring	<b>F</b> carpet tiles		<b>2</b>
electrical	<b>f</b>	<b>Check and test</b>	<b>3</b>
heating	<b>f</b>	<b>Check and test</b>	<b>2</b>
fire protection	<b>Nvd</b> Co2	<b>Service appliance</b>	<b>2</b>

ventilation                      **none**

### 2.2.4 South aisle/Nave/north aisle/ lady chapel

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ceilings walls	<b>f</b> <b>f</b> plaster bulge above east window lady chapel water damaged plaster above sacristy	<b>Repair plaster.</b> Cut out loose and infill over fine stainless steel mesh  <b>Check</b> tower abutment gutter /north aisle roof above for leaks <b>Repair</b> leaks and cut out and <b>Replace</b> plaster	<b>2</b>
woodwork Doors/ screen	<b>f</b> <b>f/g</b>	<b>.Check</b> . ensure glass in doors/screen is safety glass	<b>1</b>
Ironmongery windows	<b>f</b> <b>f</b>		
glazing decorations flooring	<b>f</b> <b>f</b> <b>g</b> some cracking in concrete	<b>Monitor</b>	
electrical	<b>f</b>	<b>Replace</b> defective lamps	<b>2</b>
heating fire protection ventilation	<b>nvd</b> <b>nvd</b> <b>f</b>	Not on @ time of inspection  <b>Overhaul</b> all opening lights/wall hopper vents	<b>2</b>

### 2.2.5 Sacristy

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ceilings	<b>f</b> Damp plaster n/e corner	<b>Check</b> valley gutter/tower Repair already effected ? <b>Replace</b> defective plaster <b>See above</b>	<b>1:2</b>
walls	<b>f</b> damp plaster n/e corner		
woodwork doors Ironmongery	<b>f</b> <b>f</b> <b>f</b>		
windows glazing decorations	<b>f</b> <b>f</b> <b>f</b>		
flooring electrical	<b>f</b> <b>f</b>	<b>Check and test</b>	<b>1:2</b>
Heating/plumbing	<b>f</b>	<b>Check and test</b>	<b>1:2</b>
Fire protection	<b>nvd</b>		<b>14</b>

cupboards                      **none**

### 2.2.6 Chancel

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ceilings	<b>f</b> some damage against chancel arch - north	<b>Repair</b>	<b>3</b>
walls	<b>f</b> some water staining above chancel arch some plaster spalling south side @low level	<b>Monitor.</b> Roof coverings Recently repaired <b>Monitor</b>	<b>3</b>
woodwork	<b>f</b>		
doors	<b>f</b>		
ironmongery	<b>f</b>		
glazing	<b>f</b>		
decorations	<b>f</b>		
flooring	<b>f</b> some cracked + loose tiles in sanctuary	<b>Repair/ rebed tiles</b> <b>Check</b> condition beneath carpet	<b>2</b>
electrical	<b>f</b>	<b>Check and test</b> circuits	<b>2</b>
heating	<b>f</b>	<b>Check and test</b> controls	<b>2</b>
fire protection	<b>nvd</b>		
ventilation	<b>non</b>		
handrails	<b>f</b> some movement in altar rail	<b>Check</b> and <b>secure</b> fixings	<b>1</b>

### 2.2.7 Old Vestry inc wc +cpds

ITEM	CONDITION	WORK REQUIRED	PRIORITY
ceiling	<b>f</b> susp fibre board beneath orig structure		
walls	<b>f</b> damp friable plaster at low level.plaster missing exp stone adj lobby	<b>Remove</b> plaster full height Leave stone exposed. <b>Monitor</b> over quinq	<b>1:2</b>
Floors	<b>f</b> carpet overlaying Suspended timber		
Windows	<b>f</b>		
glazing	<b>f</b>		
doors	<b>f</b>		
ironmongery	<b>f</b>		
decorations	<b>f</b>		
flooring	<b>f</b>		

electrical	<b>f</b>	<b>Check and test system</b>	<b>1</b>
------------	----------	------------------------------	----------

Heating /hot water plumbing	<b>F</b> elec water htr for whb/wc cubicle elec fan htr	<b>Check and test</b>	
-----------------------------	---	-----------------------	--

**2.2.8 North door lobby  
beneath tower**

<b>ITEM</b>	<b>CONDITION</b>	<b>WORK REQUIRED</b>	<b>PRIORITY</b>
Ceiling	<b>f</b> conc soffit in steel frame to mezzanine blower motor		
Walls	<b>f</b>		
Floor	<b>f</b>		
Door	<b>f</b>		
Ironmongery	<b>f</b>		
Decoration	<b>f</b>		
Flooring	<b>f</b>		
Electrical	<b>f</b> main switch + meter + consumer unit	<b>Check and Test</b>	<b>1</b>
Heating	<b>none</b>		
Fire protection	<b>nvd</b>		
Ventilation	<b>none</b>		

## 2.3 HEATING/ PLUMBING

ITEM	CONDITION	WORK REQUIRED	PRIORITY
System Individual wall mtd <b>gas</b> heaters to main areas	<b>nvd</b>	<b>Check and test</b> by corgi registered plumber/heating engineer, as part of annual agreement	<b>2</b>
	<b>nvd</b>		
Mains water	<b>f</b>		

## 2.4 ELECTRICAL

Main fuses Earthing Wiring Switching Light fittings Power circuits Special lighting External lighting	<b>f rewired 1993</b>	<b>Check and test</b> by NICEIC electrical engineer	<b>3</b>
PA system	<b>nvd</b>		
Induction loop	<b>nvd</b>		
Lightning conductor	<b>nvd</b>	<b>Check and test</b>	<b>3</b>

## 2.5 SITE AND EXTERNAL SURROUNDS

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Basement area ( Boiler house redundant and not inspected)	<b>f</b> steps well worn. Handrail and guarding serviceable. New gate fitted.	<b>Clear</b> sump /drainage gully <b>Remove</b> concrete roof to stair (in handat time of inspection	<b>1</b>
External steps	<b>f</b>		<b>3</b>
Open area gulleys	<b>f</b> well cared for <b>f</b>	<b>Clean out</b> all as part of annual maintenance programme	<b>1</b>
Paths /hard standing	<b>f</b> tarmac at verges.	<b>Consider.</b> Permanent ramp could be incorporated to give level entrance.to south door	<b>3</b>
Gates	<b>f</b>	<b>Ease</b> and oil	<b>2</b>

Boundary walls	<b>f</b> magnesium limestone generally + brickwork to school boundary	<b>Remove</b> al signs of seedlings/vegetation growing in crevices <b>Repoint</b> section of wall adjacent 1 <sup>st</sup> tree lhs gate	<b>2</b> <b>2</b>
Notice Board lighting	<b>f</b> <b>f</b>	<b>Decorate</b>	<b>2</b>
manholes	<b>nvd</b>	<b>Flush out</b> periodically	<b>2</b>

## 2.6 SPECIALIST REPORTS

<b>ITEM</b>	<b>WORK REQUIRED</b>	<b>PRIORITY</b>
Heating /Plumbing	<b>Obtain</b> annual service inspection report	<b>2</b>
Electrical	<b>Obtain</b> inspection report	<b>2</b>
Lightning Conductor	<b>Obtain</b> report	<b>2</b>

## SECTION 3

### APPENDIX

#### 1 SCOPE OF THE REPORT

This report is based on the findings of a purely visual inspection such as can be made ground floor and /or floor levels, and from other readily accessible positions, or from ladders and any readily accessible roofs, galleries or staging.

Parts of the structure which are inaccessible , closed or covered, such as boarded floors, roof spaces or hidden timbers at wall heads, or other locations which have not been opened up for inspection, unless otherwise stated in the report. The inspection may reveal that further or more detailed investigations are necessary.

Such woodwork or other parts of the structure which are covered, unexposed or inaccessible have not been inspected and therefore it is not possible to report that any such part of the property is free from defect.

Where it is suggested that some parts of the building are kept under observation, this is intended to be for the attention and guidance of the PCC and also for the future inspector of the property.

#### 2 FORM OF THE REPORT

- **GENERAL**

This report is a **Summary Report** as required by the Inspection of Churches Measure. **Professional Advice** should be obtained in determining appropriate repair work and the preparation of appropriate documentation for implementation. The Architect will be willing to assist the PCC in these matters.

One copy of the report should be kept with the **Church Log Book** for future reference.

- **PRIORITIES**

Where work has been specified as being necessary in the preceding pages, a **code number** from **1 to 4** has been inserted indicating the degree of urgency of the relevant works as follows:-

- 1 requires immediate attention**
- 2 should be dealt with within the next 12 months**
- 3 advisable to be completed before the next quinquennial**
- 4 ultimately desirable but not at present essential**

### 3 ELECTRICAL INSTALLATION

The report on the Electrical installation is based upon a visual inspection of the main switchboard and of certain sections of the wiring at random with out the use of instruments.

Any electrical installation should be tested every quinquennium, and **IMMEDIATELY**, if not done within the last 5 years, by a competent and registered NICEIC electrician.

A **Resistance and Earth Continuity Test** should be obtained on all circuits and the report kept with the **Log Book**

The electrical installation should be installed and maintained in accordance with

- the current edition of the **IEE Regulations**
- **The Lighting and Wiring of Churches** (a Council for the Care of Churches publication)

### 4 LIGHTNING CONDUCTORS

Any lightning conductor should be tested every 5yrs (in addition to any work recommended in this report) in accordance with the Current British Standards and carried out by a reputable firm recommended by the National Federation of Master Steeple jacks and Lightning Conductor Engineers

### 5 HEATING INSTALLATION

The comments made in this report are based upon a visual superficial examination of the system and its general condition.

A **full examination and test** should be carried out by a reputable **qualified heating engineer** as part of on an **Annual Inspection and Maintenance Contract**, ideally in the summer months.

Details of the report should be kept with the Log Book.

### 6 FIRE PRECAUTIONS

The PCC is advised that the Fire Insurance cover should be annually reviewed.

**The Local Fire Prevention Officer** should be consulted in regard to the recommended fire precaution measures for the buildings.

At least 2 general purpose extinguishers should be provided plus additional special extinguishers for

Organ, Boiler House and Kitchen.

### 7 SECURITY

As thefts from Churches are becoming more prevalent, it is important that all artefacts in Churches are recorded, photographed and if possible security marked.

**The Local Crime Prevention Officer** should be consulted

All external doors should be fitted with **good quality locks**

## **8 REGULAR MAINTENANCE BETWEEN QUINQUENNIALS**

Regular inspection and correct maintenance of the Church fabric is extremely important to minimise costly repairs, and combat vandalism by improving the appearance of the Church

## **9 PROTECTION OF BATS**

The Wildlife and Countryside Act 1981 introduced legislation to protect bats. **Inform** English Nature if bats are discovered in the Church

## **10 THE DISABILITY DISCRIMINATION ACT 1995**

**By 2004** all Churches should be compliant with the relevant parts of this Act

## **SECTION 4 SUMMARY OF WORK**

**2** Consider structured programme for selective stone repairs

### **North elevation**

**1** Replace slipped slates

**1** Clean out and repair gutters

**2** small stonework repairs

**2** decorate gutters

**2** Inspect tower from access platform

**3** consider replacing broken ridge crestings

### **East elevation**

**1** replace slipped slates

**1** clean out gutters

**2** repoint water table/coping to old vestry

**2** repoint east window cill

**3** continue to monitor stone erosion. Notify any major changes.

### **South elevation**

**1** clean out gutters and decorate

**2** decorate gutters

**3** repoint areas of stonework

**4** consider ramped approach to south door

### **West elevation**

**1** clean out gutters

**1** decorate louvres and gutters

**1** check abutment gutter and flashings behind tower

**3** monitor stonework erosion

### **South door lobby/ wcs**

**2** Repair plasterwork in toilet cubicles

### **Narthex /serverry /office**

1 check glass type conforms to safety standards

### **South aisle/nave /north aisle/lady chapel**

1 check glass type conforms to safety standards

2 repair plasterwork above lady chapel east window

2 repair plasterwork above sacristy

2 overhaul vents

3 monitor floor crack following filling

### **Chancel**

1 Secure altar rail

2 repair plaster against chancel arch

2 repair floor tiles

### **Old vestry**

1 check + test electric water heaters over basins Consider replacement with temp control

2 Remove defective plaster and monitor low level dampness south west wall

### **North door lobby/tower**

3 monitor condition of bell/bell supports

### **Basement Boiler Room**

1 clean out gulley outside door at base of steps

2 Monitor condition of basement

### **Services**

2 annual check and test for electrics inc room heaters and hw heaters

2 annual check and test for gas heaters

2 service fire extinguishers

### **Externals**

1 Clean out gulleys

2 decorate notice board

2 flush out manholes periodically

3 lightning conductor check and test