

**2010 QUINQUENNIAL
INSPECTION REPORT**

**ST GEORGE'S CHURCH
SOUTH MOOR
COUNTY DURHAM**

**September 2010
1030/Dch138**

DIOCESE OF DURHAM

ST GEORGE'S PARISH CHURCH

South Moor, Co Durham
1030/Dch138

Inspection of Churches Measure 1955
(as amended 1995)

Architects Report No. 11
made September 2010

Archdeaconry of Durham
Deanery of Lanchester
Incumbent: The Reverend A. Johnson

J B Kendall Dipl Arch RIBA AABC
Inspecting Architect
HLB Architects
Unit 139
Stockton Business Centre
70 Brunswick Street
Stockton on Tees TS18 1DW
Tel: 01642 345174
Fax: 01642 345175
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 1955 (AS AMENDED 1995)

INDEX

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

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

EXTERNAL INSPECTION

- 3. Roof Coverings
- 4. Rainwater Goods and Drainage
- 5. Walls and Masonry
- 6. Exterior Doors
- 7. Exterior Windows
- 8. Belfry

INTERNAL INSPECTION

- 9. Roof Structure: Ceilings etc
- 10. Internal Doors & Panelling
- 11. Interior Windows
- 12. Ground Floor Structure
- 13. Internal Finishes
- 14. Fittings, Fixtures and Furniture
- 15. Toilet & Vestries
- 16. Heating Installation
- 17. Electrical Installation
- 18. Fire Precautions
- 19. Disabled Provision
- 20. Security
- 21. Bats

CURTILAGE

- 22. Churchyard
- 23. Planting and Vegetation
- 24. Memorials
- 25. Log Book
- 26. 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 George's Church, built in 1898, is situated about half a mile south of the A693 (Annfield to Chester le Street Road) on the west side of the road running southward through South Moor, a suburb of the town of Stanley.
- A.2 The Church and its churchyard occupy an area of approximately two acres. The local recreation park is adjacent.
- A.3 Ordnance Survey Map reference NZ 191 514.

GENERAL DESCRIPTION OF CHURCH

- A.4 The Church is built of stone with well-proportioned windows and doorways and with several mature trees on the south side of the churchyard.
- A.5 Accommodation comprises a nave, chancel with organ chamber on the north side, vestry in the north transept and a south entrance porch. Another entrance from the northeast leads directly to the chancel. Toilet facilities are provided off the north side of the chancel.
- A.6 Below the organ chamber there is a boiler house partly below ground level, access to which is by means of an external stairway.
- A.7 Roofs over nave, chancel, south porch and north transept are steeply pitched and covered with grey slates. The organ chamber/east entrance building has a roof that is partly pitched and slated and partly flat with a felt finish and with parapet gutter along the north side.
- A.8 Internally the nave, chancel and transept roofs have the lower part of their roof trusses showing and are finished between the purlins with wood board laid at right angles to the centre line of the Church.
- A.9 All other ceilings are of the conventional plaster type.
- A.10 The north transept is separated from the nave by means of a timber screen with an access door. This area is divided into a west porch and enlarged vestry previously two vestries separated by lightweight timber partitions.
- A.11 All internal walls are plastered and there is oak panelling around the chancel and a softwood dado to the remainder of the walls.
- A.12 The baptistry is situated on the centre-line of the nave at the west end.
- A.13 Central heating is by means of a gas-fired boiler serving cast iron radiators & exposed large bore pipework.

- A.14 Electricity is supplied via an overhead cable to the north west corner of the choir vestry.
- A.15 The Town & Country Planning Act Listed Status is issued by the Local Authority and a copy is included in the appendix. The Church is classified as a Grade II building.
- A.16 There is no reference to St George's in Pevsners 'Buildings of England' County Durham volume 1983.
- A.17 The Church is not in a Conservation Area, has no Tree Preservation Orders or Ancient Monuments attached to it.

B SCOPE OF REPORT

- B.1 This report is based on the findings of inspections made in September 2010. Viewing was from ground level and with the aid of binoculars: Access was also made into the basement boiler house under the organ chamber.
- B.2 There were no roof voids or ceillures that required opening up.
- B.3 The pews are raised above the central aisle by a single step that has a timber suspended floor with a ventilated void under. Pews are fixed to the raised floor. There has been some investigation into the floor void at the north-west corner where boards were lifted and water leakage conditions found. See section 12.00 for further details.
- B.4 The full extent of the churchyard was inspected.
- B.5 No manhole covers were lifted or drains checked.
- B.6 The weather was cold, windy and raining on 27.09.2010
- B.7 See Appendix 'c' of this report for a full description of the limitations of the report.

1.0 WORKS CARRIED OUT SINCE THE PREVIOUS INSPECTION

- The east end Crucifix has been repaired and re-sprayed following vandalism damage.
- Roof valleys and gutters cleared of leaves and debris
- Heating boiler maintained until August 2009 when parts were no longer available so the 40-year-old boiler has ceased to be used.
- Organ maintained regularly by Harrisons of Durham and was being tuned on 7th September during the inspection.
- Fire fighting equipment maintained until 2005 and has not been serviced since.
- Mould washed off Nave walls by volunteers following period of cold and

- condensation when boiler was out of use.
- A tree on the north side of the churchyard has been removed following advice from the supply company as the overhead electric cable was catching on the branches.
 - Churchyard grass cut and flowers maintained to war memorial by Local Authority.
 - Large metal entrance gates removed.
 - New oak handrails were added to each side of the Chancel steps in 2009 to help with access to the altar for communion. These were installed by Watson Building Services of Houghton.
 - Some repointing to the organ chamber walls appears to have been carried out.
 - Some repointing to the Vestry north window tracery has been carried out.

2.0 GENERAL CONDITION OF CHURCH

- 2.1 The Church continues to be well cleaned; some repairs and maintenance have been attended to. The structure appears sound and the roof is generally in good order and following repairs the roof appears to be generally well maintained. Lighting in the church is adequate at present but appears to be in need of improvement. Consideration has been given to 'Access for All' and the production of an Access Audit has highlighted certain needs, which have been carried out. The bell is in need of repair/recasting which is a specialist's job. Following the very cold winter of 2009 when there was no heating, work is now in hand to install a new boiler and electrics. The flat organ roof has been recovered allowing the new boiler flue to be installed. Some structural movement in the Belcote needs further high-level inspection and a detailed report by specialists.

EXTERNAL INSPECTION

3.0 ROOF COVERINGS

- Roofs generally appear sound with all intact and weathertight.
- 3.1 The roofs are covered in Welsh slates to even courses and are in good condition but continuing repairs noted in previous inspection reports indicate an aging condition that will need watchful attention.
- 3.2 Ridges are in clay tiles with roll tops, which was repointed in the 2003, some small lengths of pointing is now missing, but generally in good condition. The extent of repairs is not known but this area of roof should be monitored carefully for any signs of further leakage.
- 3.3 The stone cross at the east Chancel gable is tall and top heavy so should be checked for stability at close quarters when a roofer is next on the roof. Any defects or erosion to be photographed and reported to the Architect.

- 3.4 Flat roof over organ chamber: was inspected in May 2010 and found to be in poor condition and ready to be renewed. As the boiler was to be routed through this roof, it was agreed a new felt covering was necessary. Faculty approval was given and it was replaced in September 2010.
- 3.5 Generally, all table copings to gable walls are showing signs of joints being washed out with some tables tilting. This will lead to water entry into wall heads and eventually affecting plaster & decorations. It is recommended that repointing be undertaken in the next quinquennium.

4.0 RAINWATER GOODS AND DRAINAGE

- 4.1 PVC gutters and downpipes all appear to be in good working order. The rainwater goods and gullies were reported to be cleaned out annually.
- 4.2 Gullies connect to the underground drainage system appears to be satisfactory with no record of any problems. Continue to keep gullies clear of debris and check the discharge flow annually by hose or buckets of water. The rainwater gully at the northeast corner of the Organ Chamber was blocked with debris and was cleared during the inspection this should be checked and maintained regularly. 2
- 4.3 Lift the manhole cover at the northeast corner of the church annually, ensure water flows by flushing with hose and keep manhole cover clean and paint to prevent rust. 2
- 4.4 The rainwater hopper collecting water from the organ roof requires attention as the chute is part missing the hopper and discharges water down the wall, this will result in water penetration to the inside wall face if not corrected. Early attention essential. 1

5.0 WALLS AND MASONRY

- 5.1 Masonry walls are rough coursed sandstone with ashlar at quoins and buttresses. Window and door openings are quoined and in good condition.
- 5.2 Generally, stonework is in sound condition with mortar intact and little indication of erosion.
- 5.3 The west gable continues to show erosion at higher level and will need further inspection in five years. Table stone repointing will help to protect the upper walls from decay.
- 5.4 The organ chamber walls at high level have been repointed and appear to be in sound condition.

- 5.5 Steps to vestry east side has open joints and in need of repointing as previously advised but this is not a high priority. 3
- 5.6 Vertical settlement crack to nave/chancel corner south side as reported previously has had some spot pointing which remains inactive indicate a static condition.
- 5.7 The arch on the Chancel side continues to show stain marks from the roof line over which may be historic. See previous report. This condition should be checked by cleaning the wall face over the arch and monitoring any further stains and recording them, noting weather conditions etc. and recording in the logbook. 3
- 5.8 The north gable table stone of the vestry are showing signs of spreading especially the west kneeler stone which has opened up a wide joint and needs restraining with 'anchors' and repointing. This should be undertaken with other high-level work. 2

6.0 EXTERIOR DOORS

- 6.1 The main entrance porch at the southwest corner comprises a pair of timber-arched doors of sturdy construction and fine decorative hinges. The ring handle is now intact. The weatherboard has been redecorated. The locking with reinforced stout metal horizontal bar following a break-in is sound and no further attempts have been made.
- 6.2 The Vestry door at the north-west corner has a security lock and is satisfactory. External steps have been repointed and are in good order.
- 6.3 The chancel east-facing door is bolted internally and appears not to be used and is in satisfactory condition but still requires redecoration. Noted decorations are beginning to blister. 3
The 5 riser steps are still setting following repointing but can remain as the door is unused.

7.0 EXTERIOR WINDOWS

- 7.1 All windows have polycarbonate protective glazing, which is well fitted and offers good security.
- 7.2 The small Entrance Porch windows, one on each side, have been broken by intruders and have been replaced in polycarbonate sheet, which unfortunately loses the original leaded light style and quality. The east side window contains broken Georgian wired glass, which is out of keeping and should be replaced with the original glazing and external protection added as a safeguard. Consider adding metal

- bars/grille to deter intruders. 3
- 7.3 The north gable vestry window tracery has been repaired in mortar, which is a temporary measure.

8.0 BELFRY

- 8.1 The belfry structure over the bell housing appears to have settled or moved by metal rust expansion. Noted especially on the north side of the top sloping roof pitch. The single bell housed here is reported to be cracked and not in use. A high-level close inspection is needed by steeplejacks who can access the top without the cost of scaffold. 2
- 8.2 There is a lightning conductor/weathervane mounted on the bellcote roof with downtape fixed to the south side gable stones. This should be checked at least every five years by a steeplejack and earthing tested. See appendix item 'h'. There does not appear to have been any test in recent years and this appears to be well overdue. 2
- 8.3 The weathervane mounted on the Belcote top is dislodged caused by decay or rust expansion of the weathervane base. A high-level inspection of the Belcote should include all the above defects. 2

INTERNAL INSPECTION

9.0 ROOF STRUCTURE, CEILINGS ETC

- 9.1 The nave roof comprises six bays of seven timber-arched trusses with stained boarded soffit.
- 9.2 There are no signs of distress to the roof: sagging or water staining. There is a roof void over the boarded ceiling with three vents in the centre horizontal ceiling section but no apparent access hatch. Externally there is no ventilation system.
- 9.3 The ceiling void was not examined.
- 9.4 The chancel roof is of similar construction but is painted blue with star decorations and appears to be satisfactory, subject to cleaning and monitoring the arched wall of the Chancel. See 5.7

10.0 INTERNAL DOORS AND PANELLING

- 10.1 The inner pair of porch doors are well secured with the installed bolt and padlocked.
- 10.2 There is a single door from the chancel to the clergy toilet and lobby, which is curtained, and in good condition.

- 10.3 Doors in the vestry, which lead into the nave and into the entrance lobby, are in satisfactory condition.

11.0 INTERIOR WINDOWS

- 11.1 Windows in the chancel have stained figures of the Northern Saints glass and are in satisfactory condition.
- 11.2 Other windows are leaded in diagonal pattern with tinted purple and green glass with decorative floral heads and in good condition. There are some window hoppers, which are now non-operative, and the opening panels are distorted but intact. These should be monitored for leaks and the hopper hinges eased for opening. 3
- 11.3 The porch windows, east and west sides, are temporarily glazed following vandalism and should be re-glazed in original leaded glass and external protection added. 3

12.0 GROUND FLOOR STRUCTURE

- 12.1 The chancel floor is five steps up from the Nave and is carpeted but this was not lifted. As previously noted, the floor behind the altar is uneven but this was not examined because of the carpet. It is however recommended that the dip in the floor is investigated and the condition reported to the Architect.
- 12.2 The installation of handrails at each side of the Chancel steps is now installed and reported to be in good use.
- 12.3 The Nave has a carpeted central aisle on quarry tiles and is in satisfactory condition. The quarry-tiled floor at the rear of the Church south side has suffered settlement with cracking but this appears to be on long standing and is not a hazard.
- 12.4 Pews on each side of the central aisle are oak of solid construction with adzed finish mounted on a timber suspended floor one-step up above the solid aisle. There are airbricks externally, which are assumed to ventilate the timber floor voids. 2
- 12.5 The proposal to lower part of the raised timber floor at the rear, North-West corner of the Church to create a crèche area for children has not been carried out.
- 12.6 The vestry floor is carpeted on timber floor construction and is in good condition. The vestry lobby floor, previously renewed, is in good order and is still relatively new boarding which would benefit from a sealer coat of light stain to help protect the finish. 3

13.0 INTERNAL FINISHES

- 13.1 The south entrance porch walls are flaking and in need of redecoration. 2
- 13.2 The vestry walls, previously disrupted from an earlier roof leak, have been redecorated and are now good decorative order.
- 13.3 Decorations generally satisfactory following washing of the nave walls following condensation during the cold winter of 2009 when there was no heating.
- 13.4 There is a timber dado to the nave walls, which is in good condition except for the west end where rot at floor level was noted in one area. This requires attention, cutting out and renewal. Heating pipework and radiator at the west end shows signs of previous leakage: see heating section. This may have caused rot to timber.
- 13.5 Boarded ceilings are dark and appear satisfactory but a close inspection could not be made.

14.0 FITTINGS, FIXTURES AND FURNITURE

- 14.1 The organ is a Harrison & Harrison two manual instrument that appears to be in good condition and was reported to be in use and satisfactory. 2
The instrument is tuned twice a year by Harrisons of Durham. The old organ blower in the boiler house is no longer in use and could be removed. 3
- 14.2 The pulpit is panelled, oak stained on a timber pedestal with handrail to steps. The structure is sound and is generally satisfactory except for the gate, which does not close but is usually left open.
- 14.3 Oak pews are by Thompson, of sturdy construction, hand adzed finish and in good condition.
- 14.4 The Confessional oak screen previously in the North West corner has now been removed and is assumed to be stored in the Boiler House.
- 14.5 The stone font bowl and pedestal has an oak lid with stainless steel inset bowl in good condition.
- 14.6 The bell pull has been disconnected and unused for many years. See section 8.1
- 14.7 The altar rail supports are loose but not unsafe. Monitor and advise if this condition deteriorates. 3

- 14.8 A memorial book mounted in a glass case is located on the south side of the nave on a temporary board laid across pews. Consideration should be given to placing this in an accessible position with more space.
- 14.9 A votive candle stand is located to the left hand side of the nave between pews.
- 14.10 A shelf has been added to the column of the vestry on the nave side, which is for candles and flowers and appears to be of a Lady Chapel style. Consideration should be give to formalising this display with proper dignity.

3

15.0 TOILET AND VESTRY

- 15.1 The 'clergy toilet ', located to the north side of the Chancel behind the organ chamber is just accessible to the congregation via the Vestry. A narrow access route has been cleared at the rear of the organ chamber to enable users to gain access to the toilet without using the Chancel. The toilet size is not suitable for disabled use. The wall decorations are peeling and would benefit from new 'breathable' decorations. There is an old lead pipe water supply to the Wc and basin, which may be life expired and consideration should be given to its renewal. There is no hot water supply. The WC cistern pull handle is stiff and may require attention.
- 15.2 The vestry contains a stainless steel sink and new 'supreme155' water heater, which is in good order. This should be checked by the electrician
- 15.3 Built-in storage cupboards are in satisfactory condition. Separate, loose furniture is available for Church meetings.

16.0 HEATING INSTALLATION

- 16.1 The boiler house is located below the organ chamber and is partially below ground level with a short flight to the semi basement. The door lock is missing but plans are in hand to replace.
- 16.2 The old gas-fired boiler, a Saturn model installed in 1978 failed in 2009 and parts were no longer available. A new Broag – Remeha Quinta 65 boiler was being installed at the rear of the organ chamber during the inspection. The flue was routed through the organ chamber roof. The old boiler, which contains asbestos including the flue, has been left intact to avoid removal costs. Care should be taken no to disturb the old installations.
- 16.3 The gas meter is located in the boiler house and was reading 8312.3 at the inspection on 7 September 2010.

2

- 16.4 Circulating pipes in the boiler house were noted to be uninsulated but insulation is to be added as part of the new installation.
- 16.5 Wiring to the new boiler is to be replaced as part of the installation and to comply with current standards.
- 16.6 Air supply to the new boiler is drawn from outside via the concentric flue system which is room sealed.
- 16.7 A new plastic header tank has been installed at high level in the organ chamber and replaces the former metal tank.
- 16.8 The access steps should be kept safe and clear of debris. Metal handrail and balusters require decoration 3
- 16.9 The former Centaurplus C17 digital clock has been retained and reconnected to the new boiler and is still located at the rear of the organ chamber.
- 16.10 The new boiler when commissioned will be under guarantee for 12 months but after that time, a service agreement should be entered into to ensure the new installation is maintained for maximum life and performance. 2
- 16.11 New water meter in boiler house installed. Reading noted 0020.8652

17.0 ELECTRICAL INSTALLATION

- 17.1 The electric supply enters the Church overhead at the vestry corner and drops to a switch panel in the vestry lobby.
The overhead cable is now free of tree destructions following removal of the tree.
- 17.2 Lighting in the Nave and Chancel is by energy efficient bulbs installed in the existing reflector ramps located at ceiling cornice level. Switching is from the vestry. The altar is spot lit. Vestry lighting is adequate but minimal. External lighting covers the front and vestry rear entrances.
- 17.3 There are two lightning conductors: one on the belfry apex,(See item 8.0) the other on the chancel arch gable peak; both should be tested for earthing at least every five years following an immediate test. See appendix item 'h'. 2
- 17.4 The electric installation was tested in May 2010 when a number of defects were identified. A new Distribution Board, remedial repairs, and supply to the new boiler were being undertaken in October 2010. Retesting should be every 5 years following the new installation. 3

18.0 FIRE PRECAUTIONS

- 18.1 There are three fire extinguishers in the Church, which have not been serviced since 2005 and should be checked immediately and thereafter each year.
- 18.2 Continue to maintain equipment and ensure records are kept. 2

19.0 DISABLED PROVISION

- 19.1 An access audit has been prepared for the church by Disability North Direct dated September 2004. Some of the recommendations have been implemented as follows:
- Portable lightweight ramp, which is installed by church members when required.
Induction loop and sound reinforcement installations recommended.
Staff to be fire warden to help with evacuation.
Vestry door to be kept unlocked during services.
Steps at chancel arch with handrails installed each side.
- 19.2 The PCC should review the 2004 Access Report annually and consider which items they have not addressed or which may need upgrading. 6

20.0 SECURITY

- 20.1 The south entrance door is bolted securely from the inside and the inner porch door is also locked following the break-in. See item 7.2 regarding improved window security.
- 20.2 The vestry door is adequately secured with a 5-lever lock. Should additional security be required an external light should be installed with passive detector.

21.0 BATS

There are no known sightings of bats around the Church.

CURTILAGE

22.0 CHURCHYARD

- 22.1 The churchyard is a rectangular area with the Church set centrally but close to the road. There is a single access drive of single carriageway width, which encircles the Church and exits by the same entrance gates.

- 22.2 The churchyard is fully grassed over and is interspersed with graves and headstones. It is understood that the churchyard is closed for burials and the Local Authority are responsible for the upkeep and they cut the grass in season.
- 22.3 The drive is tarmaced with concrete edge kerbs was resurfaced prior to 1994 and is in reasonable condition except for areas where thistles and weeds are breaking through the surface. These should be treated with weed killer and repeated until there is no recurring growth. Kerbs around the war memorial are dislodged and should be reset and haunched up to prevent further movement. 3
- 22.4 The east boundary wall is a low brick retaining wall alongside the public footpath, parts of the wall top are in need of repair. The entrance gates have been removed leaving only large brick pillars that are also in need of repair: the rendered face of the pillars is cracked and should all be hacked off and re-rendered or brickwork restored. 3-4
A flagpole on a support bracket adjacent to the war memorial is loose and requires maintenance. 3-4
- 22.5 The south boundary is fenced, part missing and other in disrepair, this should be reinstated and made good. 3
- 22.6 The west boundary has timber posts and straining wires.
- 22.7 The north boundary is part brick walled, part timber railings, but a section at the west end is missing and should be defined by a boundary fence. An Institute Building is at the east end of this boundary.
- 22.8 A new housing development beyond the north & west boundaries is in progress with sheet piling installed to part of the perimeter. This appears to be a temporary structure and is a detriment to the churchyard and its aspects. Enquiries should be made through the Diocesan office and legal advisors whether proper consideration has been given to land drainage affecting the churchyard and landscaping of the retaining structures. 2

23.0 PLANTING AND VEGETATION

- 23.1 There is line of trees along the east boundary and others scattered about the churchyard that help give an established landscaped appearance. The trees are a mixture of evergreen, Scots pine, yew etc, and deciduous, silver birch, poplar, prunus, ash etc. There appear to have been 3 new trees planted on the north side of the east boundary which fills a gap. The trees growing at the north west corner of the Church are close to the foundations and if allowed to grow too large may become a

- hazard or nuisance. These should be monitored and checked by an arbourculturalist. 3
 It is recommended that a tree survey is carried out to assess the condition and risk with tree stock. 3
- 23.2 It was noted previously that the churchyard area to the west was waterlogged and is not used for burials.
- 23.3 Continue to have grass cut and trees/hedges maintained. 2
- 23.4 There is no church noticeboard

24.0 MEMORIALS

- 24.1 Internally, there are several wall plaques and tablets in good condition.
- 24.2 Externally, the War Memorial on the east gable wall below window cill level is in good condition. In front stands an imposing crucifix stone plinth. As noted previously the stone base is cracked and will eventually need repair if the condition deteriorates. 4
- The oak post and base fins are cracked and opening up and will need repair. 4
- 24.3 The churchyard contains a number of headstones, mostly intact but some have fallen. Generally, the churchyard is neat and well cared for.

25.0 LOG BOOK

- 25.1 Establish and maintain a Church Log Book containing information on all maintenance and repairs to the church, all test certificates and insurance details etc. 2

26.0 PREVIOUS QUINQUENNIAL INSPECTIONS

1	17 Dec 1958	Cordingley & McIntyre
2	18 Nov 1963	Cordingley & McIntyre
3	12 Aug 1969	Cordingley & McIntyre
4 (3)	October 1973	Hayton Lee & Braddock
5 (4)	August 1978	AO Lee Dip Arch RIBA
6 (5)	August 1983	AO Lee Dip Arch RIBA
7 (6)	August 1989	AO Lee Dip Arch RIBA
8 (7)	October 1994	JB Kendall Dipl Arch RIBA
9 (8)	1 December 1999	J B Kendall Dipl Arch RIBA
10	November 2004	J B Kendall Dipl Arch RIBA AABC

RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category 1

	<u>Item</u>	<u>Budget Cost</u> £
-	Attend to faulty chute of rainwater hopper at northeast downpipe of organ roof	4.4 200

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS:

Category 2

	<u>Item</u>	<u>Budget Cost</u> £
-	Repoint gable water table stones	3.5 2000
-	Check rainwater gullies annually and ensure they are cleared and free flowing	4.2 DIY
-	Lift manhole cover and check drain is clear, clean cover and paint to prevent rust	4.3 DIY
-	NW kneel stone of Vestry gable to be 'anchored' to prevent spreading	5.8 incl in 3.5
-	Make high level inspection of Belfry structure with photographic report including lightning conductor and weathervane by steeplejack	8.1/ 8.3 500
-	Redecorate south entrance porch with breathable paint	13.1 200 or DIY
-	Continue to maintain and tune organ	14.1 Specialist
-	Install lock to boiler house door to secure pipework which may become vulnerable	16.1 DIY
-	Enter into a service agreement with a selected contractor to maintain the new boiler and equipment	16.10 Seek Alternative Quotes
-	Obtain lightning conductor test from specialist contractor	17.3 65
-	Continue to maintain Fire Fighting equipment	18.2 70
-	Continue to cut grass and maintain trees and flowerbeds	23.4 Local Authority Control
-	Maintain Church Logbook annually	25.1 DIY

WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 5 YEARS:

Category (3)

	<u>Item</u>	<u>Budget Cost</u> £
-	Repoint gaps in ridge tile bedding/ joints	3.2 Incl in 3.3
-	Check stone cross stability on east chancel gable	3.3 450
-	Repoint gaps in joints of vestry east side steps	5.5 50
-	Clean stains over chancel arch and monitor thereafter for signs of leakage	5.7 50
-	Redecorate chancel east door	6.3 100

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Reglaze porch window in leaded lights to match original style and add protection	7.2/ 11.3	450
- Check opening hopper windows for leaks and ease/ maintain	11.2	300
- Apply light stain sealer to Vestry lobby floor to protect	12.6	DIY
- Monitor loose altar rails for stability and safety. Advise architect if these worsen	14.7	DIY
- Consider upgrading 'Lady Chapel' memorial feature by relocation or removal of pews	14.10	Determine policy & discuss with Architect
- Redecorate handrail/ baluster to former boiler house	16.8	DIY
- Retest electric installation in 5 years	17.4	DIY
- Treat weeds in tarmac drive	22.3	DIY
- Reset loose kerbs to war memorial	22.3	Local Authority Responsibility
- Repair tops of retaining walls on east boundary and repair/ re-render gate pillars. Architect will give a specification	22.4	Local Authority
- Maintain and stabilise flagpole	22.4	DIY
- Repair South boundary fence	22.5	Local Authority
- Carry out tree survey and produce a maintenance plan	23.1	Local Authority

WORK TO BE CONSIDERED BEYOND 5 YEARS: Category 4

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Repairs to crucifix base to be planned. Obtain proposals and quotes	24.2	Seek Quotes

WORK RECOMMENDED TO IMPROVE ENERGY EFFICIENCY: Category 5

NONE:

- The new boiler is highly efficient and will deliver better value for gas use.
The use of the control panel is still essential to achieve economy of fuel.
The use of energy efficient lightbulbs is still good practice.
New pipe insulation in the boiler house will help to reduce heat loss

WORK REQUIRED TO IMPROVE DISABLED ACCESS: Category 6

	<u>Item</u>	<u>Budget Cost</u> <u>£</u>
- Review Access Audit Report and consider outstanding items	19.1	PCC

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.

HLB Architects
Owengate House
Saddler Street
Durham City DH1 3HB

