

**DIOCESE OF DURHAM**  
**ST PAULS PARISH CHURCH, NEWTOWN**  
**STOCKTON ON TEES**

**1123/Dch267**

Inspection of Churches Measure 1955  
(as amended 1995)

Architects Report No. 9  
made 20 July 2011

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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 1995 (AS AMENDED 1991)

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## RECOMMENDATIONS

Where work is recommended a code number in brackets is entered in the right hand side page margin to indicate the priority: as follows:

- (1) Urgent works requiring immediate attention.
- (2) Work recommended to be carried out during the next 12 months.
- (3) Work recommended to be carried out during the Quinquennial period.
- (4) Work needing consideration beyond the Quinquennial period.
- (5) Work required to improve energy efficiency of the structures and services.
- (6) Work required to improve disabled access.

## **A. BACKGROUND AND GENERAL**

- A.1 The Church is on a rectangular site of approx. ½ acre on the north side of Bishopton Road at the east side junction with Patterdale Road. There is a diagonal slope on the site from NW to SE corner. The Church serves the Newtown, Grangefield, Newham Grange, and part of Elm Tree districts of Stockton.
- A.2 The Ordnance Survey Map Reference: NZ 434 197.
- A.3 The Church was constructed in two phases over a period of 45 years. The foundation stone was laid on 23 July 1923, and the Architect is recorded as Mr. WJ Moscrop. The Church was constructed of stone; and comprised Sanctuary, Choir, Vestries and tower with narrow steeple. The Nave arcading had three bays but no permanent aisles or west end. The Sanctuary, Vestry and Spire were covered in Westmoreland slates to a steep pitch but a temporary timber roof to Nave with temporary wall enclosure were installed presumably because of lack of funds.
- A.4 In 1966-67 the timber clad structure of the Nave was demolished, the Sanctuary steep roof and east window were reduced in height and the Nave was given a modern brick enclosure with low pitched felted roofs and broad flat arched windows. A Lady Chapel extension was added to the NE corner during the contract period. The Architects for the later additions were Messrs. Ebery and Sharp of Middlesbrough.
- A.5 In 1990 a Parish Meeting Room, Kitchen and Toilets were added to the West end of the Church by D. Loughrey of Hartlepool.
- A.6 In 2004, the Nave and defective aisle roofs were replaced with a manufactured slate roof that was suitable for the existing low pitch. The rotten roof fascias were also removed and replaced with overhanging eaves.
- A.7 The Church is classified a Grade II Listed Building by Stockton Borough Council. See appendix for copy of Listing. The Church is not in a Conservation Area.

### **GENERAL DESCRIPTION OF CHURCH.**

- A.8 The Church comprises a Nave with north and south aisle, accommodating two blocks of pews with central aisle and outer window aisles.  
The Chancel accommodates Choir pews on each side inward facing and the Sanctuary has a high altar up 4 steps. The organ with Choir Vestry is on the south side of the Chancel and the small tower and spire is located at the SW corner of the Vestry with internal access door. The Clergy Vestry with corridor has a separate east end entrance and is located on the south side of the Sanctuary but connected to the Choir Vestry.  
The Seymour Chapel is located on the North side of the Chancel but accessed from the north aisle up two steps.  
The Chancel, Tower and Vestries with Nave arches are all constructed in stone masonry. The Nave external walls and Seymour Chapel are of cavity brick construction with embedded steel columns to the Aisles. The Nave roof has lightweight steel trusses to 15° pitch with interlocking manufactured slates on battens on insulation quilt. The Chancel and aisle roofs are of similar construction.  
The Baptistry at the west end has a semi-circular window projecting from the gable wall with feature mullions and asphalt roof.  
The Choir Vestry still retains its slated roof and the Clergy Vestry has a flat roof with stainless steel sheeting.  
Floors are of solid construction covered in thermoplastic tiles. Ceilings are fibreboard acoustic tiles to a broad curve in the Nave and Chancel, but flat sloping soffittes to the side aisles.  
Heating is from an oil-fired boiler in the basement Boiler House below the Clergy Vestry. There are radiators and underfloor pipes with floor grilles circulated by hot water and pump. Lighting comprises suspended chandeliers in the Nave with spotlighting in the Chancel.  
The electric supply enters the building underground via a cupboard in the Vestry corridor.

**B SCOPE OF REPORT**

- B.1 The inspection covers the Church building, Vestries, and the adjoining Church Meeting Room with Toilets and external areas within the boundaries.
- B.2 This report is based on findings of an inspection made on Wednesday 20 July 2011.
- B.3 Reference is made to a Structural Report made by Blackett–Ord Consulting Engineers of Appleby in Westmoreland dated November 2006 which draws on previous ground investigations and structural reports made earlier.

## **1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT**

- As recorded in the Inventory & Terrier/ Logbook, Copy on Architects file.
- Details of previous works recorded later in this report.

## **2.0 GENERAL CONDITION OF CHURCH**

- 2.1 Following the roof replacement in 2002, the Church continues to be well presented, clean and tidy. The interior walls redecorated in 2002 are still fresh. The interior floors remain cracked and uneven in places caused by floor settlement and these still need attention and new coverings in due course. The heating generally gives a good distribution of heat following pipe repairs under the Nave floor in 2006. The building fabric remains stable following the removal of large trees from the south side of the church and landscaping in 2010. Noted that Blackett-Ord Consulting Engineers report of 2006 recommended regular, careful monitoring of the structure. See clause 6.0 later.

The unexpected benefit of tree removal is the 'opening up' of the church frontage and the tidier appearance, making the building look more attractive.

## **EXTERNAL INSPECTION**

### **3.0 ROOF COVERINGS**

#### **3.1 NAVE & AISLE ROOFS:**

The Nave & Aisle roofs are to a low 15° pitch and following a breakdown of the felt covered stramit roofing installed in the 1960's, this was replaced with an interlocking manufactured slate laid on new battens and timber joists with insulation laid between rafters. New powder-coated aluminium, overhanging fascias and soffites are installed and claim to be maintenance free. Rainwater gutters and downpipes are in a matching coloured aluminium material. The new roof has a traditional slated appearance and compliments the brown brick walls. Some damage has been caused to roof tiles by thieves on the roofs and this has resulted in some minor interior leakage. There is vegetation in the south aisle gutter at the tower abutment which needs clearing.

1

#### **3.2 BAPTISTRY ROOF**

The Baptistry, which is circular at ground level but half a circle at roof level, was asphalt covered but has been overlaid with elastomeric felt on insulation to upgrade the construction and is leak free. The Baptistry window mullions lead cappings have been stolen and are replaced in a non-lead substitute.

#### **3.3 VESTRY & ORGAN ROOF**

The Vestry and Organ roof have the original Westmoreland slate to a steep pitch in diminishing courses. Following repairs, the slates appear to be intact and there was no leaking. The lightning conductor tape has been repaired following theft and is now protected with a metal channel at low level. Lead flashings to the Vestry roof were repaired following previous theft and were seen to be intact and weatherproof. There were no reports of leakage in this area.

It should be noted that any repair work carried out over the new low-pitched roofs should be done with great care because of their brittle nature, and walking platforms erected with cushion protection to spread the load & avoid breakages.

Reported that there has been theft of high-level lead flashings from the North & South Aisle roof abutments where they meet the high-level Nave walls. These have been replaced with non-lead 'flashband', which has also been attacked in some instances. The fragile slates referred to previously should be checked for any damage caused by thieves.

- 3.4 SPIRE  
 This slender spire is covered in Westmoreland slates to diminishing course with lead finial, which appears to be intact. The spire base has a leaded parapet gutter with outlet on the north roof side leading to a cast iron downpipe, which discharges onto the slated Vestry roof. When scaffolding and ladder access was available in 2002, the downpipe was cleared of compacted leaf collection and a new rainwater shoe installed. As there are overhanging trees with regular leaf fall, it is essential that this gutter & downpipe are checked and cleared annually. There is no record of maintenance in the last 9 years! 1
- 3.5 CLERGY VESTRY FLAT ROOF  
 This Vestry roof at the southeast corner is covered in stainless steel sheet in bays and rolls to match the previous leaded roof that was stolen in 1997. The stainless steel sheeting has been tampered with in several places by thieves who have attempted to lift the sheeting but had not removed the coverings. The lifted and disturbed flashings and rolls will require skilled sheet metalworkers to redress the sheeting to its original position to maintain water tightness. 2  
 The previous report recommended the installation of a spiked collar at the top of the downpipe to prevent unauthorised access. This should be reviewed. Ladders were not available to inspect this roof. 2  
 A regular routine of leaf clearance each Autumn should be set up to ensure the roofs and gutters do not block & overflow. 1
- 3.6 LADY CHAPEL ROOF  
 This flat roof was upgraded with an elastometric felt covering during 2002 re-roofing works and is still in good condition. The northeast corner downpipe should be checked, as blockages from leaves are a regular risk to roofs/downpipes. The downpipe is damaged at the gully discharge position, and is set too low for access and maintenance. A rain water shoe should be installed to facilitate access.  
 An access point should be added to the gully and or downpipe for future maintenance. 1  
 The tree stump adjacent to the downpipe should be removed as soon as possible. 1  
 The feature splayed window on the north side of the Lady Chapel has a projecting concrete head, the felt covering is life expired and should be replaced within the next 5 years. Also noted here is a section of missing lead flashing, presumably by thieves which needs early replacement. 2
- 3.7 MEETING ROOM ROOF  
 This is a pitched roof with concrete interlocking tiles and in sound condition. The plastic gutters appear to be intact and watertight.
- 3.8 ENTRANCE CANOPY  
 This is a small box projecting canopy over the Entrance doors on the South Elevation. The plywood boxing has been repaired and decorated, and is presentable.  
 A new canopy and access ramp has been designed for the entrance by HLB Architects and funding is now required.

- 3.9 **GENERALLY**  
Gutters require clearing out on a regular basis and particularly in the Autumn when leaves from the adjacent trees can cause blockages. Downpipes have been coated with anti-climb paint and will need recoating within the next few years. 2
- 4.0 **RAINWATER GOODS AND DISPOSAL**
- 4.1 The main Church roof and Aisles have an 'Alumasc' powder coated gutter & downpipe system, which will not need decoration, as it is a maintenance free factory coated system. As mentioned in the previous report access to the high level gutters of the Nave will need careful access to avoid trafficking the tiled roofs.
- 4.2 The Hall, Lady Chapel and Organ roof have PVC gutters and downpipes are in PVC and appear to be functional.
- 5.0 **BELOW GROUND DRAINAGE**
- 5.1 Record drawings indicate a 100mm-dia surface water drainage system collecting water from gullies round the Church and are routed to the southeast corner of the site. From here the drain connects to the main road via a manhole with interceptor. The drain at the southeast corner has been re-laid as it was blocked with tree roots and the work covered by an insurance claim in 2002. Costs were shared with the adjoining owner Mr. Taylor who shares the drain where his house drainage joins the manhole at the SE corner. Drain blockages have been reported at the northeast manhole but are presently clear. The excavation for the drain trench has left the ground uneven with a depression on the trench line. This should be re-levelled to avoid a hazard and ease maintenance. 3
- 5.2 The soil drains from the Meeting Rooms toilets were reported to be in working order. There were no reports of blockages and it is assumed the drains are satisfactory.
- 5.3 The drainage is a combined system and has an 'air admittance valve' and vent pipe to the soil branch in the toilet which appears to be functioning.
- 5.4 All manholes should be checked annually to ensure the drains are discharging and free flowing. Manhole covers should be set in grease to ensure they are easy to lift and lifting keys are available for maintenance. A record plan of the drains should be produced for maintenance purposes. 2
- 6.0 **WALLS & STRUCTURE**
- 6.1 Settlement at the southeast corner of the Church has been recorded over the last 10 years in two Quinquennial Reports. The large Poplar tree at this corner of the site has been removed along with other trees on the south side as recommended by the structural engineer in his 2006 report. Other matters raised in this report are as follows:-
- Cracked brickwork to the left of the church entrance remains static
  - Toilet walls have been retiled and cracked walls remain static
  - Leaking heating pipe has been repaired
  - Cracked external brickwork remains unpointed
  - Technical monitoring of structural movement in the church has not taken place but observation of existing settlement at the current inspection indicates that there is no active movement.

## 7.0 TOWER

- 7.1 The tower is a small octagonal structure built into the southwest corner of the Vestry and rises up above the Vestry roof. A narrow slated spire rises from the tower behind a parapet wall and terminates with a copper cockerel weathervane. There is a lightning conductor from the vane to ground level. The upper spire section is clad in lead and appears from ground level to be in sound condition. The lightning conductor should be tested as soon as possible and retested every 5 years. 2
- 7.2 The tower drainage system has been described earlier in 3.4 with recommendations to check the downpipes. This should be tested annually. 2
- 7.3 The interior of the spire was accessible from the Vestry via a stone spiral stair, which stops halfway and changes to a vertical wooden ladder. The access door is framed and boarded with ring handle in good condition. This was not inspected on this visit
- 7.4 It is recommended that the bell moving parts are examined and lubricated annually. 2  
A vertical timber ladder gives access to a hatch above which is a single bell. There is little room to inspect the belfry void as the hatch is immediately below the bell, however it is understood that the bell is in working order but is no longer rung. The bell is static and clapper rung. It is understood the clapper has been repaired previously. The inner walls of the Tower are plastered and dry but with a crazed finish. The north east side of the tower still has a patch of efflorescence, which could be long-standing.
- 7.5 The spire structure has four heavy steel holding down straps/bolts that appear to be sound as previously seen.

### 7.6 **New light fitted in the tower by Maval Electrics in May 2011**

## 8.0 EXTERIOR DOORS

- 8.1 The main entrance to the Church is at the SW corner via a ramped footpath and narrow steps. Access for disabled or wheelchair users is described later. The doors are hardwood with repeat vertical mullions and narrow strip glazing between. There was a forced entry years ago but damage to the meeting styles has been repaired. The inner match pair of doors have dropped and require attention to prevent further damage. 2  
The outer doors are fitted with a Chubb security lock and bolts and appear to be adequate.
- 8.2 The rear east vestry door is little used and kept well bolted for security. The door is boarded, framed and ledged but has suffered graffiti and attempted break-ins. Redecoration of the door is recommended. 2
- 8.3 The Meeting Room Entrance doors have been replaced with PVC double glazed doors, which are adequate but have shown signs of settlement.
- 8.4 The External Exit door of the Meeting Room has been subject to structural movement. The door & frame now appear to be sound and secure.

## 9.0 WINDOWS

- 9.1 The east window of the Sanctuary comprises three tall lancet head lights being leaded and stained glass in sound condition. The outer face is protected with secondary sheet glazing and stout galvanised wire grilles, all in good condition.
- 9.2 Vestry windows: South Elevation:  
The choir Vestry window west end is cracked and should be repaired. 2
- 9.3 The Chancel Clerestory windows are of lancet head style, stained glass and leaded. These appear to be in sound condition but have no external protection.
- 9.4 North & South Aisle windows are modern timber-framed comprising single glazed, 3 fixed panels with arched heads. There have been repairs and redecoration and a number of frames are now rotting at joints and will need replacing in due course. Consideration is being given to renewal in next 5 – 10 years. 3
- 9.5 The Lady Chapel windows comprise a series of vertical panel openings glazed in mesh reinforced polyester sheet with timber beads but set obliquely to the wall face. The glazing appears to be installed primarily for security. In due course these could be upgraded to give a better appearance. 4
- 9.6 The Baptistry window as described previously has been subject to much glass and timber repair. The mullion feet are boxed out, presumably to repair rot, and the west walls have moved leaving gaps between wall and framing. The gaps should be filled with a flexible sealant. The glazing is vulnerable and has been broken by vandalism and vehicle parking which highlights two problems: 2
- There is no external protection to the windows and no barriers to vehicles – this could be achieved by bollards, kerbs or landscape deterrent. 2
  - There is no internal protection to the glazing in event of accidental falling, which could result in a serious accident. Protection could be achieved with a barrier or railing system inside the glass without losing the light glazed appearance. This would also improve break-in security. It is suspected that the lower glazing is non-security glass. The external timber decoration should be maintained regularly to avoid rot at the vulnerable timber joints. 2
  - It is understood children are discouraged from entering the Baptistry for safety reasons. 2
- 9.7 The Meeting Room windows have been replaced with new PVC frames and double glazing and appear fit for purpose.

## **INTERNAL INSPECTION**

### **10.0 ROOF STRUCTURE, CEILINGS ETC**

- 10.1 The roof structure and ceiling void was examined 1997 and again in 2002 when the Church was re-roofed. The recommendations of the 1997 report were carried out with a new roof covering replacing the former stramit and felt roof, which was time-expired. The new roof was designed to be with in the design load of the lightweight steel trusses which were de-rusted and re-decorated when the old roof was removed. The suspended arched ceiling was redecorated due to staining and is still in good order.
- 10.2 The ceiling at the west end of the nave is plaster-boarded and was disrupted by roof leakage at the north side. This was opened up as part of the 1997 Structural Investigation when the flat roof deck was seen to be saturated. This roof was renewed as part of the roofing contract in 2002.
- 10.3 The Meeting Room plaster-board ceiling is cracked, indicating structural movement that has taken place in walls & foundations. The ceiling in the Ladies toilet has been repaired as part of the Toilet and Kitchen Refurbishment.

### **11.0 INTERNAL DOORS AND PANELLING**

- 11.1 There is a light oak screen at the Vestry/south aisle entrance with decorative frieze over. There is a door ball-catch which appears to be adequate.
- 11.2 There is a door in the Choir/Organ screen leading from the Vestry to the Chancel that is catching at the top corner and that may require easing. 2
- 11.3 The pair of glazed doors leading into the Meeting Room from the Nave annex appears to have been adjusted to prevent catching the floor.

### **12.0 GROUND FLOOR STRUCTURE**

- 12.1 The ground floor structure in the Church has been examined previously when test drillings were made and a report issued in January 1997. Briefly the concrete floor from the original construction had settled unevenly and this was overlaid with a levelling concrete in 1966. This had also cracked and will need replacing or re-levelling when all settlement has ceased. The 2006 Structural Report measures and records the floor levels in the Nave. See the recommendations. 2
- 12.2 The Meeting Room annex is of solid floor construction but appears to have been subject to movement. The 2002 Structural Report notes that the tree stumps are still active and should be removed. The gap between the floor and the Meeting Room north wall previously observed in 1997 and 2002 remains as seen in 2006. The gap should be filled with mortar and carefully monitored annually and records kept in the Church Log Book. 2
- 12.3 The Lady Chapel raised platform at the east altar end which was rotten has been repaired and is sound.
- 12.4 The Altar platform & steps in the Chancel have been subject to gradual settlement over the years and requires levelling up. This is the most economic solution and can be carried out on a trial basis to test the stability of the earlier settlement by restoring one step and monitoring for 12 – 24 months before completing the remainder. This work should be carried out in conjunction with the other floor restoration work. 2

### 13.0 INTERNAL FINISHES

- 13.1 All internal walls are plastered except for stone features to columns, arch and window reveals. Wall and ceiling decorations were undertaken in 2003 following the re-roofing.
- 13.2 There has been damp intrusion at some of the aisle window jambs. This appears to be a failure of the window vertical damp proof course and should be corrected when new windows are installed. 3
- 13.3 Rising damp is disfiguring the lower wall between Lady Chancel and Chancel. This requires specialist treatment and an injected system and plaster renewal should be investigated. The plaster behind the Chancel radiator is heavily disrupted and will need further investigation. 3
- 13.4 The Nave thermoplastic floor tiles were thoroughly cleaned in 2002 and greatly improved the floor appearance. Settlement cracks through the solid floor and tiling still remains leaving a marked difference in floor levels in certain areas. These can be repaired with a levelling screed when the settlement has stabilized. Consideration is being given to laying a new floor finish when the floor levelling will be addressed. 2
- 13.5 The Meeting Room vinyl sheeting has open gaps at the sheet abutment joints caused by sheet shrinkage or floor movement. This can be repaired with a hot weld vinyl method. 3

### 14.0 FITTINGS, FIXTURES & FURNISHINGS

- 14.1 Sanctuary: contains a large oak altar table with good linen fold carving and in good condition. Altar rails also in oak in simple style and matching with pews but are loose and will require attention in due course when the floor is re-levelled. 4  
To the right an oak chair with scissor frame pegged, undated.  
To the left hand side a Bishops Chair and desk in oak dated 1947.
- 14.2 Choir: oak choir stalls with good carved details of sturdy construction. Two clergy stalls of similar construction dated 1946/9. The pulpit of oak construction including arched panels and timber base with five steps. The handrail is loose and will require attention. 4
- 14.3 Organ: by Norman & Beard dated 1911. A 2 manual instrument in good condition and understood to be regularly maintained. 2
- 14.4 Lectern: a brass eagle with good detail and solidly made, dated 1906.
- 14.5 Lady Chapel: contains a simple softwood stained altar table with cover. Adjacent an oak credence table with mouse signature (Thompson). Also an aumbry built into the wall. The altar rail has a hinged section at the RH end which is loose and needs attention. 4
- 14.6 Clergy Vestry: contains 2 No. safes – older model by Chatwood's of London, and a newer un-named smaller model.
- 14.7 Nave: 2 blocks of softwood pitch pine pews all in sound condition. 2 small blocks of pews at the west end serve the Baptistry.
- 14.8 Baptistry: contains a stone font with lead lined bowl on a column style base. The font cover is open oak spire design dated 1928. The Baptistry has railings on steel posts to a circular plan but the construction is loose and flimsy and should be strengthened. 3
- 14.9 North Aisle: contains an altar frontal chest in light oak, in sound condition.

- 14.10 Memorials: located on the arcade wall at the rear of the Nave:  
- A wooden board with list of previous vicars.  
- A white marble tablet on black background with names of those fallen in 1912-1919 World War.

14.11 New hideaway kitchenette unit installed in northwest corner of the Lady Chapel, drainage and water supply included.

## **15.0 TOILETS**

15.1 Two toilets with wash-basins, one for full access and baby change, are in the Meeting Room annex and are in excellent condition.

15.2 The walls are tiled and the fittings in good order following refurbishment in 2009

15.3 There are wash facilities in the Clergy Vestry with a stainless steel bowl, hot and cold water with Redring WS7 water heater. The waste pipe from this sink discharges over the external gully at the SE corner and is understood to be functional.

15.4 New kitchen facilities in the annex include stainless steel sink unit, with separate water boiler. Additional fridge and freezer cannot be accommodated in the kitchen and have been placed in the hall. New wall cupboards, floor units and work tops complete a well equipped and fitted kitchen,

## **16.0 HEATING INSTALLATION**

16.1 The boiler house is in the basement located below the clergy vestry and accessed from an external door on the east elevation via a short flight of steps.

16.2 The Worcester Bosch oil-fired boiler was installed since 1997 and was reported to be working well. Cleveland boilers is understood to maintain the boiler and equipment. The header tank, located in the Choir Vestry at high level had a new ball valve fitted in 2002 and is understood to be satisfactory. A leak in the Nave heating pipe was repaired in 2006 and the heating is understood to be working satisfactorily.

16.3 A new pump was installed to the boiler in October 2009 and a new oil tank gauge fitted in 2009.

16.4 Pipe-work in the boiler house is well insulated.

16.5 The heating is controlled by a clock in the boiler house and this appears to be working satisfactorily.

16.6 Electrical wiring is in pyrotenax and appears to be in good condition.

16.7 The boiler house is padlocked and appears to be secure but the door has been vandalized and is covered in graffiti. The door frame feet are rotting and require repair.

16.8 Air supply to the boiler is via a louvred air grille on the south wall adjacent to the oil store and this appears to be adequate but should be checked by the heating engineer.

16.9 Following examination of records for boiler installation in 1997, it was confirmed that a new metal flue was not fully installed to the chimney.

- 16.10 Externally the oil tank filling point is on the building face and is badly oil stained and disfigured and should be protected or the pipe relocated. 4
- 16.11 The heating to the Church is a hot water piped system with pump and this serves cast sectional radiators and underfloor pipe-work with open grilles at outer aisle positions. The metal floor grilles should be lifted to clean out the floor ducts. It is noted that the tiled floor finish requires repair at some grille edges. 3
- 16.12 Heating of the meeting room annex is by separate electrical heaters, which have been checked by an electrician and a new switch fitted in July 2011.
- 17.0 ELECTRICAL INSTALLATION**
- 17.1 The electrical supply enters the building underground and has a main switch intake and distribution panel in the corridor of the Clergy Vestry. From here a sub-mains cable serves the Meeting Room annex, which is routed externally to the annex switch room.
- 17.2 Lighting for the Sanctuary and Choir is by 13 spotlights mounted at high level. The Nave lighting comprises 6 No. chandelier fittings each with 8 Tungsten lamps. The side aisles have a suspended track lighting system each containing 6 fittings to match.  
Lighting in the Vestries is by fluorescent fittings. Covers replaced on fluo lights in Lady Chapel in May 2011  
The Vestry lights were rewired in July 2011 by Maval Electrics following testing.
- 17.3 There is a small power circuit throughout for cleaning purposes.
- 17.4 The sound reinforced system was not tested.  
New sound and hearing loop installed in 2008.
- 17.5 The Meeting Room annex contains a Firedex 90 fire alarm system and smoke detection system installed by JSB Electrical, which was not tested but should be checked by an electrician annually.  
New emergency light fitted in Hall in May 2011.
- 17.6 The entire electric installation was tested in May 2011 and repair works arising were completed in July 2011 at a cost of £3,000 approx
- 17.7 There is a lightning conductor installed to the spire which was damaged at the last inspection but has now been repaired and protected.
- 17.8 Two radiant electric heaters to the Lady Chapel were removed in 2010 and a new supply extended to the Hideaway Kitchen. See 14.11
- 18.0 FIRE PRECAUTIONS**
- 18.1 The fire alarm system with call points appears to be adequate for the Meeting Room annex subject to testing. However the Church is not protected.
- 18.2 There are fire extinguishers in the Church and Hall, last tested in March 2011. All extinguishers should be checked annually. 2
- 18.3 Regular members of the Church should be aware of the location of extinguishers and know how to deal with an emergency.

## **19.0 DISABLED PROVISION**

- 19.1 Access for the disabled or pushchair users, is available to the main entrance via a ramp. The step at the entrance door will present difficulties, however an alternative route into the Church without a step is available via the Meeting Room entrance. Personnel should be on hand to give assistance to the public for using the alternative route, or an access sign should be added to the building.
- 19.2 A disabled toilet has been installed since the last 2006 inspection and is well located.
- 19.3 Access within the church for wheelchair or disabled users, is limited by the steps in the chancel/choir area. PCC should consider this limitation and have alternative options available for those who cannot use the steps. 6

## **20.0 SECURITY**

- 20.1 The rear Vestry door is securely bolted and locked and there were no reports of recent attempted break ins.
- 20.2 The Vestry flat roof was installed with stainless steel sheet following theft of the former lead sheet. Further theft attempts have recently taken place of lead flashings, and repairs are needed. 2  
The southeast corner Vestry downpipe has been treated with anti-climb paint but it is now recommended that a high level spiked pipe-guard should be fitted. 2
- 20.3 The Baptistry window has been vulnerable to break-ins but a flashing light deterrent has been installed.
- 20.4 There are many other low-level windows giving access to the Church, and if break-ins persist, consideration should be given to the installation of an intruder alarm system. 3
- 20.5 A new metal fence has been installed to the front and side boundaries with lockable gates at the vehicle entrance. This totally encloses the site and has acted as a deterrent from opportunist theft.

## **21.0 BATS**

- 21.1 There were no reports of bat sightings or roosting.

## **CURTILAGE**

### **22.0 CHURCHYARD AND ENVIRONS**

- 22.1 The west boundary metal fencing of the Churchyard to Patterdale Road is now intact having been repaired.
- 22.2 The north side fencing has concrete posts and square mesh with barbed wire top protection and is intact.
- 22.3 The defective concrete retaining wall on the south boundary has been removed and the embankment re-graded and grassed. All trees have been removed and 4 new standard lime trees have been planted which will have limited growth. A new metal railing fence has been installed on the boundary line. Costs have been shared with the Local Authority in 2010. The frontage is now much improved and more light enters the building.

- 22.4 The east boundary shared with a neighbour is a 1.5m height wooden close-boarded fence with capping and barbed wire, all in good condition.
- 22.5 The north side of the Churchyard is managed but the previous dozen or so tree stumps are sprouting new growth and will be reactivating the root system. All tree growth should therefore be killed or grubbed up. 2
- 22.6 To the west side of the Church are an Ash tree, Scots Pine, and two decorative species in the NW corner.
- 22.7 There are two notice boards at the SW corner to the site. One is new and has been relocated to suit the new entrance, the other, for notices is in need of repainting & stabilising. 2
- 22.8 The tarmac drive leads to a small car park at the west end and this is in good condition except for a small area adjacent to the Scots Pine where bulges are caused by tree rots. This requires repair. 3  
The tarmac drive on the south side is much older and the surface is crumbling away and will require resurfacing when funds allow.
- 22.9 A parking scheme and pedestrian access has been designed by HLB Architects but is awaiting funding.
- 23.0 LOG BOOK**
- 23.1 Details of recent repairs and works were given verbally and in an Inventory Log Book by the Churchwarden. This should be updated annually. 2
- 24.0 PREVIOUS QUINQUENNIAL AND OTHER REPORTS.**  
The following reports are held on file by the Architect:
- Architects Report (Third) dated April 1982 by L. D. Rooker – Architect
  - Architect’s Report No.5 dated October 1987 by L. D. Rooker – Architect
  - Architect’s Investigation of Structural Defects dated April 1997 by J. B. Kendall, HLB Architects & J Gregory, Ove, Arup & Partners, Structural Engineer.
  - Architect’s Report No.6 dated November 1997 by J.B. Kendall, Dipl. Arch RIBA
  - Repair options for St Paul’s Church dated July 1997 by J.B. Kendall, Dipl. Arch RIBA
  - Architect’s Report No.7 dated October 2002 by J.B. Kendall, Dipl. Arch RIBA
  - Architects Report No. 8 dated November 2006 by J.B. Kendall, Dipl. Arch RIBA
  - Structural Engineers Report December 2006 by Blackett-Ord Consultant Structural Engineer.

## **RECOMMENDATIONS**

### **URGENT WORKS REQUIRING IMMEDIATE ATTENTION: Category (1)**

	<b><u>See Item</u></b>	<b><u>Approx. Cost</u></b>
		£
- Clean vegetation from all gutters/ downpipes	3.1/3.5	DIY
- Check and clear spire base gutter (Seek costs form steeplejacks: Architect will make recommendations)	3.4/7.2	250.00
- Add rainwater shoe to Lady Chapel roof downpipe to aid access for maintenance	3.6	100.00
- Remove tree stump/ vegetation to wall bases	3.6	DIY

### **WORK RECOMMENDED TO BE CARRIED OUT DURING NEXT 12 MONTHS: Category (2)**

	<b><u>See Item</u></b>	<b><u>Approx. Cost</u></b>
		£
- Redress disturbed flashing/ rolls to Vestry roof	3.5	150.00
- Consider spiked collar installed to downpipe to deter thieves	3.5/20.2	250.00
- Replace missing lead flashing to Lady Chapel window head and other locations	3.6/20.2	150.00
- Recoat downpipes with anti-climb paint	3.9	DIY
- Check all manholes annually for free flow, reset covers and black paint to prevent rust	5.4	DIY
- Test lightning conductor every 5 years and obtain certificate	7.1	75.00
- Check bell ringing mechanism and lubricate moving parts	8.1	DIY
- Check lobby doors to entrance porch and ease if catching on floor	8.1	75.00
- Remove graffiti from Vestry and Boiler House doors	8.2	DIY
- Repair Vestry window glazing	9.2	200.00
- Seal gaps in Baptistry window and decorate	9.6	DIY
- Consider barrier system to Baptistry window if damage/ risk becomes problematic	9.6	Architect to advise
- Door to Chancel from Vestry may require easing	11.2	DIY
- Following stabilisation of the Nave floor, plan a scheme for releveling the floor and laying new tiles/carpet/planking	12.1/13.4	10,000.00
- Fill gap in floor of Meeting Room at west wall, or add a skirting trim to seal	12.2	DIY
- Following stabilisation of the Altar steps, carry out a trial levelling of the floor settlement and allow 12-18 months settlement period before adding a surface tile treatment	12.4	500.00
- Maintain/tune organ regularly	14.3	150/visit
- Check all fire extinguishers annually	18.2	100.00
- Kill off or grub up tree stumps to north boundary	22.5	50.00
- Decorate and stabilise Notice Board	22.7	DIY
- Update Church Log Book annually	23.1	DIY

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

	<b><u>See Item</u></b>	<b><u>Approx. Cost</u></b> £
- Level out ground in churchyard at northeast corner to ease grass maintenance	5.1	DIY
- Consider programme of North and South Aisle window replacement including upgrading to double and energy saving glazing	9.4	Architect to seek tenders
- Noted damp proof course failure to be corrected when Aisle windows replaced	13.2	-
- Investigate rising damp plaster disruption to wall behind Chancel radiator	13.3	200/300.00
- Repair vinyl sheet gaps in Meeting Room	13.5	200.00
- Upgrade or modify railings to Baptistry or consider removal	14.8	250/300.00
- Repair rotten feet to door frame	16.7	100.00
- Clean out metal floor grille ducts and add reflector under pipes	16.11	DIY
- Consider intruder alarm installation if required	20.4	500-700.00
- Repair tarmac drive where tree root intrusion occurs	22.8	300-400.00

**WORK TO BE CONSIDERED BEYOND 5 YEARS: Category (4)**

	<b><u>See Item</u></b>	<b><u>Approx. Cost</u></b> £
- Consider upgrading Lady Chapel windows when funds allow	9.5	5,000.00
- Refix loose altar rails when floor is repaired	14.1	1,000.00
- Refix handrail to pulpit	14.2	incl.
- Repair altar rail hinged section when rails refixed	14.5	incl
- Repair stonework to oil filling location including protective panel to prevent future oil staining	16.10	5,000.00

**WORK TO IMPROVE DISABLED ACCESS: (category (6))**

- Noted difficult access to both altars for disabled worshippers.
- PCC to consider alternative options for access or communion

**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.

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