

DIOCESE OF DURHAM

WEST PELTON PARISH CHURCH

Church of St Paul with St Columba
0806/Dch 14

Inspection of Churches Measure 1955
(as amended 1995)

Architect's Report No. 9 made 27th February 2008

Archdeaconry of Durham
Deanery of Chester-le-Street
Incumbent : The Reverend John Lintern

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.co.uk

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 and 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 efficiency of the structures and services
- (6) Work required to improve disabled access

A BACKGROUND AND GENERAL

A1 St Paul's Church is situated in West Pelton, near the village of Beamish, south of the A693 road from Chester-le-Street to Stanley.

A large graveyard surrounds the Church mainly to the west and the old Vicarage is immediately south of the Church, separated by a stone boundary wall.

Ordinance Survey Map Reference : NZ 229 531

GENERAL DESCRIPTION OF CHURCH

A.2 The Church, built in 1879, is now 129 years old. It is an imposing stone building consisting of a Nave with North and South Transepts, a Chancel with a large adjoining Vestry and a Tower to the south of the Chancel.

A.3 There is an organ in half of the South Transept and an Entry Porch to the south of the Nave. The font is at the rear of the south block of nave pews. The North Transept has a memorial screen behind which is the Lady Chapel.

A.4 There is a former boiler house with brick vaulted ceiling in the basement under the Vestry with access by means of external steps.

A.5 There is a central walkway from the west to the east, ending at the Chancel Arch which has a rude screen.

A6 The step at the transition from the Nave to the Chancel has been converted to a ramp between the rude screen and the Altar rail.

A7 The main Aisle is carpeted in a piled red carpet. The rear of the Nave is covered in a contract carpet. There is woodblock flooring under the pews. The Sanctuary floor is richly decorated in mosaic tiling.

A8 The Tower has an access door from outside with a short flight of stone steps. There is also a door from the South Transept which provides access to the bell ropes which operate a set of eight tubular bells.

A9 Walls are stone plastered internally and there is a wood panelled dado throughout the Church to the level of the cills of the windows.

A10 Roofs are pitched and covered with Westmorland slates. The

internal form of the roof is of a continuous barrel vault construction with ribs and boarding showing over the Nave which is an eight-sided barrel vault with four steel tie rods at eaves level. The Chancel ceiling is a four-sided barrel shape.

- A11 Heating is by means of 8 No gas fired room heaters located at perimeter walls with horizontal powered flues.
- A12 Artificial lighting is by means of new spot spotlighting from high level.
- A13 St Paul's Church is a Listed Grade II building under the Town and Country Planning Act. The Planning Authority is Chester-le-Street District Council. A copy of the Listing is attached to the Appendix of this Report.

B. SCOPE OF REPORT

- B1 This is based on findings of an inspection made from ground level on 27th February 2008. The weather was sunny with high cloud and a light wind. Temperature was 8°C.
- B2 Binoculars were used for viewing distant roof areas and high level parts of the spire.
- B3 It was not possible to inspect the valley gutters of the North Transept / Lady Chapel or South Transept because of the height being beyond the ladder reach.
- B4 The tower and bellcote were not inspected at high level.
- B5 See Appendix "C" of this Report for a full description of the limitations of the Report.

1.0 WORKS CARRIED OUT SINCE PREVIOUS REPORT

- Gutters and rainwater goods cleared in July 2001.
- Slates repaired, flashings repaired in November 2001 by G H Roofing.
- Fire extinguishers serviced 2002.
- Organ tuned by Harrisons 2003.
- Heating system serviced March 2004.
- Gutters and downpipes cleared 2004.
- Organ tuned in November 2004.
- Church yard entrance gates and wall repaired in March 2005.
- Heating system serviced in March 2005.
- Railings and gate to Boiler House repaired 2007.
- Organ tuned twice a year by Harrisons of Durham.
- Sound system repaired by Makefield of Yorkshire.
- Porch seating to West side damaged. Parts stored in Boiler House.

- New lighting and power installed by Sheald of Durham completed in September 2002.
- Lighting conductor tested

2.0 GENERAL CONDITION OF CHURCH

- 2.1 The Church continues to be in weatherproof order following major repairs in 1999. Windows were fully repaired and protected. The heating installation is efficient and responsive. The spacious accommodation at the west end of the Church is planned for a future lobby, toilet and kitchenette. Re-decoration of walls should be considered in the immediate future.
- 2.2 Ongoing maintenance is required and a list of recommended items is included in this Report.

EXTERNAL INSPECTION

3.0 ROOF COVERINGS

3.1 Nave Roof

The Westmorland slate coverings are in diminishing courses and generally in good condition but with a few existing repairs. The ridge tiles are level and the joints appear to be intact except for flashings at the west and east ends that need repointing or re-fixing.

There are several missing and loose slates on the North roof slope which should be repaired with other roof works mentioned. Lead flashings to the porch eaves have been disturbed/missing.

The west gable tablestones are open and need repointing and a high level lead cover flashing on the south side is missing and needs replacement. 2

Gutter and downpipes are in need of decoration. 3

3.2 North Transept Roof

West side : Lead flashing to gable and tablestones needs repointing. A slate is missing at the valley with the Nave. 3

East side : The lead soakers to the north gable are slightly wider at the top of the wall but they appear to give cover.

An internal roof inspection during February 1999 with the structural engineer did not reveal any water ingress from this roof area. The leaded valley with the main roof was replaced in 1999 and it is due to be re-inspected from ladders by roofer. 2

There is a chimney rising from the north roof slope over the transept and this was in sound condition in 2001 but should be re-inspected by a roofer when next on site.

3.3 South Transept

The rainwater hopper from the valley roof still has signs of rust spillage from a joint and this requires investigation to ensure there is no blockages and the discharge is watertight. 2

The west side downpipe has a broken collar that needs repair. 2

There are three loose slates at the tower base adjacent to the flashing and these need attention. 2

Slating is generally satisfactory.

Other rainwater goods are in good condition but need decorated. 2

Annual cleaning out and testing is required. 2

3.4 Chancel Roof

South side slope generally satisfactory.

The North slope is satisfactory except for loose lead flashing against the east gable at bottom and middle section which needs re-fixing. 2

The South side downpipe is new and in good condition. 3

The North side downpipe is in need of re-decoration.

The Vestry gable has table stones but need re-pointing on their top surface.

4.0 GROUND DRAINAGE

4.1 There are a number of gullies at ground level that appeared to be blocked and these should be cleaned out and checked for free-flowing. Routinely all gullies should be checked twice a year. 2

5.0 WALLS AND MASONRY

5.1 The structural engineer's report of 1999 identified settlement in the east end of the chancel and it recommended : a geotechnical survey, a drainage survey and a foundation investigation to ascertain the cause(s) of movement or settlement. The cracks in the walls appear to be as seen in 2001 but it is important to assess whether the movement is "active" so the cracks should be filled or "DEMAG" markers added.

- 5.2 The dark weathered stonework is generally sound and well pointed with only small areas in need of re-pointing such as the east elevation at low level and high level and south transept elevation behind downpipe also north transept elevation at centre panel and other areas, and the west gable at high level. 3
- 5.3 North vestry elevation : A new handrail and gate have been installed to the basement steps giving a degree of safety. 3
- 5.4 Generally all windows cills and joints to be checked and re-pointed as required. 3
- 5.5 There are some saplings at wall bases that have been cut down but should be removed and weed killer applied to remove vegetation. 2

6.0 DOORS AND PORCH

- 6.1 The main entrance by the south porch at the SW corner is formed by an overhanging roof with flanking walls. The timber framework supporting the roof canopy has eroded at ground level causing a drop in the fascia on the left hand side. The left side timber bench and frame have been removed following vandalism, A scheme to introduce gates on the porch will form a ramp for disabled access and will include timber repairs. The work has received approval but the design is to be modified before proceeding. 2
- 6.2 The main entrance has a framed, arched door which has dropped but still fits the opening. The arched opening has also settled and there is a loose voissor stone which requires re-fixing. The door was damaged by vandalism but is now repaired.
- 6.3 The rear vestry door is sound and has also been repaired following vandalism damage. There are steps leading to the door with a handrail : this needs re-decorating and the top step needs re-pointing.
- 6.4 The external Belfry door is in sound condition but the door has dropped leaving a gap at the head which needs piecing up to protect the opening from the elements.

7.0 WINDOWS

- 7.1 Windows are mostly tall narrow lancet headed, the transept windows have three lights and simple tracery, the west gable window has four lights and top tracery, generally stone mullions and tracery appear sound and intact.
- 7.2 All glazing is leaded. Stained and figured glass is in the chancel.

All other windows are clear glazed. Following a spate of vandalism and much glass breakage all windows were protected with polycarbonate outer sheeting and glass repaired.

The east gable window has old glass secondary glazing which appears to be of long standing as the top panel is twisted and could become loose. There are some horizontal lead comes to the outer glass and all this should be checked at close quarters by an expert glazier.

3

Windows that have been repaired show up as “clean” whilst existing glass has become engrained by weathering,

8.0 TOWER AND SPIRE

8.1 Spire repairs were carried out in May/June 1999 by Hewitson Roof Surveys when the tower top parapet was restored, lead gutters introduced and a new downpipe installed. The spire top pinnacle was stabilised and lead flashed to prevent water entry to the retaining rod. The lightning conductor has been tested recently. New lead flashings were installed at the tower roof junction and gutter and downpipe repairs carried out.

8.2 The tower masonry has been deeply weathered in a band below the belfry openings on this exposed site. Other lower parts of the tower are weathered in isolated areas and parts will require re-pointing in due course. The timing for this masonry repair should be considered in the next five – ten years.

4

8.3 There is a single lightning conductor mounted on the spire and tower face and it is intact.

8.4 There are steps and a door leading into the tower on the south side. The handrail has been re-decorated and the top steps need re-pointing. Movement of the top step should be monitored.

3

8.5 The eight tubular bells by Harringtons of Coventry were dedicated on 19th November 1898 and were restored in memory of Molly Witty in 1992. Bells No 1, 2 and 3 ropes have broken above the “Sally” and are not ringable. There is a separate chimney bell which was tested and rings satisfactorily. The moving parts of the bell should be lubricated within the next two – three years.

INTERNAL INSPECTION

9.0 ROOF STRUCTURE

9.1 The nave roof is barrel vaulted with distinctive cornice eaves all in dark timber boarding. There are no current signs of water penetration or distress. Four metal tie rods above eaves level

mark the truss locations.

9.2 The chancel ceiling is of similar construction but narrower and with a decorative carved cornice but no tie bars. All appears to be sound and in good condition. It was not possible to make a close inspection or access the roof voids.

9.3 The transept ceilings are a double bay construction on a north south axis. Previous leakage from these roofs has been cured by re-leading the valleys externally. There have been no reports of leakage since.

10.0 WALL FINISHES

10.1 Interior walls are plastered and decorated. Previous records indicate decorations were last done approximately 27 years ago and the vestry much earlier. It is time to reconsider re-decoration and the paint specification should be carefully selected. 2

10.2 The vestry walls are as previously described are patchy from previous plaster repairs and damp ingress. Whilst the valley between vestry and north transept has been re-led before the last Quinquennial there is still another source of possible damp intrusion from the east vestry gable table stones which are in need of re-pointing and flashings checked from roof level. When all sources of damp have been cured the wall finishes should be made good and re-decorated. 2

10.3 Internal cracks associated with the structural settlement referred to in the engineer's report should be filled and monitored for any ongoing movement.

The north chancel wall previously reported to have staining and efflorescence should be checked externally at the downpipe position for any defect or leakages. 3

11.0 GROUND FLOOR AND FINISHES

11.1 There is woodblock flooring under the pews in the nave and transepts and in some places these are loose and uneven. Where there is likely to be a hazard the area should be repaired as directed by the architect. 3

11.2 As previously recorded, the rear of the nave has been re-floored by removing the loose woodblocks and a new insulated chipboard has been laid with a nylon carpet surface. The existing floor heating grilles have been left intact as has the solid concrete floor at the rear and down the centre aisle. The new carpeted floor is level and smooth and offers a good open area for associated uses.

- 11.3 The font has been relocated in the central nave area on the south side within the pewed area and this has brought the worship area close to the front. The font drainage is not in use.
- 11.4 The chancel floor is in good quality mosaic with “fleur de lys” pattern and is intact and in good condition.
- 11.5 The vestry floor is carpeted and in good condition but the back lobby is boarded with a mat well in need of attention. 3
- Lobby Lighting has been renewed but the fitting needs repair. 2

12.0 FITTINGS, FIXTURES AND FURNITURE

- 12.1 Pews are in sound condition and fit for purpose. Pew frontals are loose and need some attention to stabilise. Choir pews are stained softwood with decorated gables including carved rosettes and are in good condition.
- 12.2 The font in its new location is intact but without a drainage pipe. The font base was removed to lower the height and improve usage.
- 12.3 The stone based softwood pulpit with decorative tester over is in good condition.
- 12.4 In the south transept is the pipe organ by Harrison and Harrison which is in good order. The instrument has two manuals and 21 stops. Continue to maintain.
- 12.5 There is a Yamaha electric clavinova, loud speakers and amplified for stringed instruments located in front of nave.
- 12.6 The main altar in the sanctuary is oak framed and of sturdy construction in good condition. Behind the altar, the reredos has a fabric panel with pierced frieze and gilt decoration over.
- The Lady Chapel contains a smaller altar and two bench style rails, also in good condition.
- The main altar rails are in light oak with hinged gates and all in sound condition.
- 12.7 The oak screen separating the nave from chancel is elaborately carved and tall, in good order and quality.
- 12.8 The light oak screen separating the Lady Chapel is lower and of simpler construction and later date but of good quality and sound.

13.0 VESTRY

13.1 Settlement cracks in the north wall have been referred to in the structural engineer's report. No action has been taken.

13.2 The window glazing is all intact with many repairs to the leaded lights, thankfully external protection is now in place.

13.3 There are built-in cupboards on the north side, also including a sink with Redring US7 heater now installed. The cupboard door(s) require easing to avoid scraping on the floor. 2

13.4 There are two safes manufactured by Milner and Cartwright.

13.5 There is a WC off the vestry lobby in working order but the external soil pipe junction is damaged and needs attention. The floor needs a new covering for hygiene and cleanliness. The toilet door is still catching on the floor and needs easing to give clearance. 3

14.0 MONUMENTS

14.1 Previously described wall monuments are in good order.

15.0 HEATING INSTALLATION

15.1 The former boiler located in the basement was removed in March / April 2000 when new gas fired room heaters were installed. There are seven Vulcana Kestral 55 heaters with powered wall flues which heat the Church. A single Vulcana Kestral 400 heater serves the vestry. The heaters have been regularly maintained by the manufacturers and were reported to be in good order. A Certificate of Safety should be issued by the heating engineer and a copy kept in the Lob Book. 2

Gas pipework serving the heaters has for the main part been routed out of sight in the former floor heating ducts.

There is a timer control to bring the heating on automatically. The electrics serving the heaters are on a separate circuit. Continue to maintain the heating equipment annually. 2

16.0 ELECTRIC INSTALLATION

16.1 A new lighting system was installed in 2002 with new wiring and comprises uplighters and spot, general lighting was reported to be working well.

16.2 Lightning conductor. There is a single conductor from the spire top to ground level on the south side and has been tested recently. Ensure that the Test Certificate is kept in the Church

- Log Book and re-test every five years. 2
- 16.3 The overhead supply was previously noted to be interrupted by tree branches but the tree has now been pruned and is well clear of the cables.
- 16.4 The sound reinforcing system and loop installed by Clockwork Audio Visual has been repaired and is working satisfactorily.
- 16.5 The electrical installation should be tested each Quinquennial by a qualified electrician and a Certificate issued in accordance with NICEIC conditions.
- 17.0 FIRE PRECAUTIONS**
- 17.1 There are fire extinguishers in the nave and vestry which were recently serviced in February 2008. Continue to maintain. 2
- 18.0 DISABLED PROVISION**
- 18.1 Access into the Church is restricted by a single step at the main entrance, but there is a scheme to overcome this by installing a ramp. The scheme has received DAC approval but is to be modified. 6
- 18.2 Internally circulation is level for wheelchair users.
- 18.3 PCC should be aware of the needs of the Disabled Discrimination Act 1995 and carry out a risk assessment. 2
- 19.0 Bats**
- 19.1 There is no evidence of bat roosting in the Church and no reports of sightings.
- CURTILAGE**
- 20.0 CHURCHYARD**
- 20.1 The churchyard has a number of old headstones and stone memorials surrounding the Church. Some have fallen. More recent burials are sited at the west end of the churchyard.
- 20.2 The vehicle entrance gates to the churchyard from the main road on the east boundary have been repaired and the entrance is now in good order and is well presented.
- 20.3 The south side tarmac footpath is in regular use and is in good condition.
- 20.4 The north side footpath / route is overgrown.

20.5 A noticeboard is located in the SE side of the churchyard and appears to be intact and legible but with small lettering.

20.6 The churchyard extends westwards behind the Church for some distance.

21.0 BOUNDARY WALLS AND GATES

21.1 The front road stone boundary wall is in good condition following repairs to the gates and railings.

21.2 The other boundary walls are in similar condition as previously recorded in the 1995 report.

22.0 TREES AND PLANTING

22.1 The trees on the south side of the churchyard appear to be satisfactory.

22.2 Other decorative trees and shrubs in the churchyard are healthy and help punctuate the open space.

22.3 Any vegetation encroaching on the walls should be removed and grubbed up and a clear margin maintained.

22.4 The churchyard is understood to be maintained by the Local Authority in season. Ensure this continues and check for safe access. 2

23.0 LOG BOOK

23.1 The Log book was available and details of repairs carried out in the previous Quinquennial were reported and are recorded in Section 1.0. 2

No details of insurance cover were available.

No certificates of electrical tests were available.

Log book information should continue to be recorded.

24.0 PREVIOUS INSPECTIONS

Copies of these Reports are on file.

Report No. 1 dated April 1960
Report No. 2 dated July 1965
Report No. 3 dated April 1975
Report No. 4 dated April 1980
Report No. 5 dated August 1985

Cordingley & McIntyre
Cordingley & McIntyre
Hayton Lee & Bradstock
AO Lee Dipl Arch RIBA
AO Lee Dipl Arch RIBA

Report No. 6 dated December 1990 J B Kendall Dipl Arch RIBA
Report No. 7 dated December 1995 J B Kendall Dipl Arch RIBA
Report No. 8 dated June 2001 J B Kendall Dipl Arch RIBA

RECOMMENDATIONS

Clause No **Approx Cost**

URGENT WORK REQUIRING IMMEDIATE ATTENTION : Category (1)

- None

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

- | | | |
|--|------|---------|
| - West gable tablestones joints to be repointed and missing lead flashings to be replaced and others repointed | 3.1 | 500.00 |
| - Roofer to inspect North and South valley roofs and report | 3.2 | Incl |
| - South Transept RW hopper to check and clear | 3.2 | Incl |
| - Repair West side downpipe | 3.2 | 100.00 |
| - Repair loose slates at tower base | 3.2 | 100.00 |
| - Clean out downpipes annually and check the pipes are flowing | 3.2 | 100.00 |
| - Chancel roof – refit and repoint lead flashings | 3.4 | 500.00 |
| - RWP gullies – clean out and check twice a year | 4.1 | Incl. |
| - Remove saplings at wall bases and apply weed killer | 5.5 | 50.00 |
| - Entrance door ramp and timber porch repairs scheme to be modified (provisional fee) | 6.1 | 250.00 |
| - Church interior walls to be re-decorated – provisional fee | 10.1 | 8000.00 |
| - Vestry walls to be repaired before re-decoration | 10.2 | 250.00 |
| - Vestry Lobby lighting to be repaired | 11.5 | 50.00 |
| - Vestry cupboard door to be eased to avoid floor | 13.3 | 50.00 |
| - Obtain heating test certificate – keep in Log Book and continue to maintain heaters annually | 15.1 | DIY |
| - Keep lightning conductor test certificate in Log Book. Re-test every five years | 16.2 | 250.00 |
| - Electrical installation to be tested every five years and Certificate kept in Log Book | 16.5 | 250.00 |
| - Fire Fighting equipment to be tested annually and Certificate to be kept in Log Book | 17.1 | 100.00 |
| - PCC to carry out DDA Risk Assessment and review annually | 18.3 | 100.00 |
| - Local Authority to continue maintenance of church yard and ensure safe access to graves | 22.4 | - |
| - Continue to maintain Log Book annually | 23.1 | DIY |

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

- | | | |
|---|-----|---------|
| - Gutter and downpipes in need of decoration | 3.1 | 1000.00 |
| - North Transept Roof – West gable lead flashings need repointing and a missing slate at the valley replaced. | 3.2 | 500.00 |
| - Small area of masonry requires repointing where joints eroded. | 5.2 | 2800.00 |

- East gable high and low level.	5.2	Incl
- West gable at high level	5.2	Incl
- South Transept behind downpipe	5.2	Incl
- North Transept centre panel	5.2	Incl
- Check and repoint all window cills	5.4	Incl
- Glazier to check and advise on secondary glazing to East Gable	7.2	Obtain estimate
- Check downpipe to North side of Chancel wall in rainfall for signs of leakage onto wall face. Repair as appropriate	10.34	DIY
- Lift loose woodblock flooring, clean out debris, adjust blocks to fit and bed on adhesive with make-up pieces of timber to fit	11.1	1000.00
- Repair loose and uneven boarded floor to Vestry lobby and overlay with entrance matting	11.5	700.00
- Install vinyl sheet flooring in the WC and adjust door to clear the floor and prevent catching	13.5	200.00

WORK TO BE CONSIDERED BEYOND FIVE YEARS :
Category (4)

- Consider masonry repair/repointing to Tower	8.2	5000.00
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ITEMS RECOMMENDED TO IMPROVE ENERGY EFFICIENCY
(5)

None

WORK REQUIRED TO IMPROVE DISABLED ACCESS (6)

- Architect to be instructed to revise the Entrance Porch Scheme and ramp	18.1	See 6.1
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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 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
Unit 139
Stockton Business Center
70 Brunswick Street
Stockton on Tees
TS18 1DW