2009 QUINQUENNIAL INSPECTION REPORT

ST MICHAEL AND ALL ANGELS, WITTON GILBERT

November 2008 & March 2009
0900/Dch40

DIOCESE OF DURHAM

ST. MICHAEL AND ALL ANGELS
WITTON GILBERT
0900/Dch40

Inspection of Churches Measure 1955
(as amended 1995)

Architect's Report No.9 made December 2008 & March 2009

Archdeaconry of Durham
Deanery of Durham
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This report has been prepared on the basis of the 'Model Diocesan Scheme' recommendations for inspecting Parish Churches as publicised in 1995 by the Council of the care of Churches 'CCC' in conjunction with the Ecclesiastical Architects & Surveyors Association 'EASA'.

INSPECTION OF CHURCHES MEASURE 1955 Revised 1995

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RECOMMENDATIONS:

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

(1) Urgent works requiring immediate attention
(2) Work recommended to be carried out during the next 12 months
(3) Work recommended to be carried out during the 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 occupies a site on the south side of the village of Witton Gilbert. It is approach by a lane known locally as The Coach Road leading directly from the village over the Durham/Leadgate road A691. The total area of the site is about 2.5 acres. A lane turns along the south side of the site and leads to a farm, whilst a cart track to the east of the site gives access to the side and rear of the Church burial ground. There are several mature trees, mainly to the south and west.

A.2 Ordnance Survey Map Reference NZ 235453.

GENERAL DESCRIPTION OF CHURCH

A.3 The Church was built in 1174 as a Chapel belonging to St. Oswald's Durham, but became a Parish Church in 1423. The Church is sited about the middle of the burial ground. At its highest point, the ground falls approximately 6 metres to the south and west.

A.4 The Church consists of a nave with a north aisle. There is a chancel with a vestry to the north of it and below the vestry there is a small boiler house in the basement with access by an external stone staircase.

There is a west entrance porch built in 1860, and an entrance door in the east gable to the vestry.

A.5 The Church was built on the site of a Church, which was already 200 years old. A special feature are the windows to the south wall where there are five windows of different shapes and sizes.

A.6 The walls are of sandstone coursed rubble. A main restoration of the east gable took place in 1930.

A.7 The roof, which is of comparatively new construction, probably just over 100 years old, is pitched and shows the trusses and rafters. The roof is covered with blue slates and the ridge runs unbroken from east to west.

A.8 There are stone Aisles throughout. The two stone columns with arches over separate the nave from the north aisle. There are stone steps to the chancel and sanctuary. All pews and choir stalls are raised from the floor on boarded platforms approximately 100mm high.

A.9 The pews are of pine painted and grained as light oak. The rest of the woodwork such as altar rails and paneling to sanctuary and choir stalls and doors are of oak.

The present electronic organ was installed in 1975 and is situated at the west end of the Church complete with speakers hidden by dummy pipes at a higher level on the same wall.

A.10 The walkways are covered with carpet, which carries through to the sanctuary.

A.11 The roof trusses and rafters are stained dark oak. The spaces between rafters and the plastered main walls are decorated white. The effect is most pleasing and in keeping with the age of the Church.

A.12 The heating of the building is by means of low-pressure hot water carried around the walls by means of large bore pipework and radiators. The heating unit is a gas fired boiler in the basement boiler house.

A.13 A stone built bellcote placed over the west gable houses two bells, which are rung from the west end of the nave.

A.14 A gallery at the west end was removed in 1860.

A.15 Pevesner's The Buildings of England – County Durham Editions states:
'*ST. MICHAEL AND ALL ANGELS. Chancel walls and s side of the nave Norman (see the small, deeply splayed, round-headed windows). The rest (no tower, w porch, n aisle) of 1859-60 by T Austin. Two C14 windows, one in the s wall, the other reused at the e end – Simple Norman font, trefoil-headed Piscina, and C17 pulpit*'.

B. <u>SCOPE OF REPORT</u>

All elements of the building were examined within the scope of item 'C' of the Appendix. The roof was inspected externally with the aid of binoculars. The roof is level with no indication of sagging or drop.

The Belcote East wall face / roof junction was examined by ladders provided by roofers on 3rd March 2009 when the lead flashings were inspected at close quarters. An account of the findings is recorded in Section 6.0 of this report.

1. WORKS CARRIED OUT SINCE PREVIOUS REPORT

- The gas boiler has been maintained regularly by Engineers Universal Heating Ltd. and by Ron McCormack of Houghton Heating for Insurers.

- The safe has been repaired following damage by thieves who broke in and tried to open the safe. (Noted in previous Report)

- The stone boundary wall to the East of the Lychgate was vehicle damaged in December 2007 and repaired at a cost of £370 and the same wall was damaged again by a vehicle collision on the day before the inspection and was rebuilt 11 & 12 December 2008.

- The Vestry external door has been given additional security by two 5-lever locks at the cost of £160. December 2006.

- The Lightning Conductor up to the Belcote was repaired and tested by Taylor Hastwell August 2008 at a cost of £620.

- Sneddon & Richardson repaired an external light in 2008.

- Intruders broke the low South Nave window in September 2006 when they entered the building and stole two candlesticks, which were later recovered. The window lower panel was renewed and the external polycarbonate sheet replaced.

- The Porch roof has been repaired on the South side including boarding internally between joists, also lath & plaster on the North side which was sagging.

- The Chancel East wall, South side was redecorated in March 2008 by voluntary labour to make good the peeling paint and discolouration from damp / leakage at roof level over.

- The organ has been serviced regularly.

- The Boiler House door was broken several times in 2004 and repaired each time. Cost was covered by Insurance claim.

- Damage to Nave roof ridge and Porch slated roof in May 2005 repaired by Wensley Roofing.

- Church paths repaired and recess space of old oil tank filled in by Barry Bilton & Voluntary Labour.

- 4 doors fitted with draught excluders at cost of £131.25

- Rainwater goods repainted October 2006 by Contractor at cost of £308.

- Piano tuned and repaired regularly by D W Lancaster.

- 2 new fire extinguishers and fire blanket purchased December 2006 at £158. Extinguishers serviced regularly.

- Roof repairs by Hastwell Roofers in April & June 2008.

- Church keys stolen and locks changed.

- Wheelchair ramp for door threshold purchased.

- Boiler failure: Emergency call out £214.

- Fire Protection Check 3 December 2008.

- Electrical Check 15 December 2008

- Certificate of Completion issued 19 January 2005 for New Handrail to Boiler House, Provision of Childproof Railings, Backfilling of Oil Tank Recess and Leveling of Worn Boiler House Steps.

- Copy of Archdeacon's Visitation 30 September 2004 inspected.

- A cracked RW downpipe on the North elevation has been replaced.

2. <u>GENERAL CONDITION OF CHURCH</u>

2.1 The church continues to be well cared for with repairs and general maintenance is within the care of an active working group.

3. STRUCTURAL CONDITION

3.1 The church appears to be in a stable condition with only the chancel arch that has shown an open joint over many years. This was first recorded in the 1979 Quinquennial Report as a long-standing settlement crack. The telltale glass marker over the chancel arch was inspected from ladders and found to be loose and it fell away easily. The marker was not calibrated and appeared to rely on being bonded to each side of an open joint in to top stone vossoir. There was therefore nothing that could be deduced by this marker. The arch is well buttressed on the North side but the South side has had a buttress added since the original construction. There is no sign of external movement at the buttress. It is possible that the arch lateral thrust has displaced the South wall buttress at high level leaving a gap over the voissoir arch. It is recommended that the open joints are raked out and pointed in soft lime mortar to act as a monitor for movement and the date of pointing and annual monitoring carefully recorded in the Log Book and the situation reviewed at the next Quinquennium. 2

See also 5.2

4. SPECIALIST TREATMENTS

4.1 None.

5. WALLS AND MASONRY

5.1 The stone work and pointing generally, apart from minor localised erosions or open joints, are in good condition.

5.2 Chancel Arch: The arch has dropped at the top section leaving a gap of approx. 20/25mm between the arch and infill masonry over. There is a vertical hairline crack in the infill panel. The movement appears to be caused by spreading of the arch associated with the south nave wall moving out at the wall head. The buttress on the external wall face has been added at a later date after initial constructions but appears to be intact with the nave wall. Accurate monitoring of the spreading arch over a 5 year period is important to determine stability, and whether any action if any is required. 2

5.3 There is a stone with a carved hand on the external face of the west gable of the aisle. (The view is to the palm, first two fingers extended, second two folded in, and thumb extended – thought to be a hand raised in blessing a priest emblem).

This is of historic interest and has been recorded in the 1998 Archaeological Assessment by Peter Ryder.

5.4 The stone crosses on the gable walls and east and west ends should be checked for stability when a roofer or mason are next on site. 2

5.5 Repoint eroded stone at low level to Lychgate walls. 3

6.0 <u>TOWER, STEEPLE, BELLS</u>

6.1 There is no tower or steeple. Two bells are housed in the bellcote at the apex of the west gable were recast in 1948, one is inscripted CH, e feit AD MDCXIII attributed to Christopher Hodgson, a London Bell founder who was working in Durham that year recasting the Cathedral Bells.

The lead flashing at the Belcote roof abutment is in a bulging condition, indicating that it has released from its wall chase. A silicone sealant has been added to the chase junction but this has separated leaving the joint open to leakage. Above the lead chase is a stone moulding but this is angled so that water running down the Belcote wall face will discharge into the open flashing joint. This vulnerable junction is susceptible to leakage under driving rain conditions and can be corrected by remaking the lead and chase junction. 2

6.2 The bell bearings and metal work generally will require greasing annually. The bells are understood to be in good working order 2

7.0 <u>CHIMNEY STACKS AND FLUES</u>

7.1 There are two flues contained within a single stack, which protrudes through the north roof pitch. The lead flashings should be checked at close quarters by roofers and details/ photographs reported to the Architect.

The flues are contained within the thickness of the chancel arch masonry, one serving the boiler room and the other originally serving the vestry, the fire place now disused and sealed up. The weight effect of the chimneystack on the Chancel Arch should be checked by a Structural Engineer as part of the settlement evaluation of the Arch.

8.0 <u>ROOFS AND RAINWATER GOODS</u>

8.1 The cast iron gutters and downpipes are generally in serviceable order but gutter joints should be checked immediately following rain for leakages. 2

Clear all gutters annually of leaves and apply bitumen paint coating to insides of gutters. (May & November) 2

8.2 The nave and aisle roof slating is even and level and generally sound, though a small number of recent repairs have been face fixed in an unapproved manner and should be removed and refixed with 'hook or tail' fixings. 2

A roof inspection was made in June 2008 by Mr. A Gibson of Taylor Haswell at the invitation of the Churchwardens. A number of places were opened up to find out the condition of the roof and a record made by Churchwardens: -

- 2 openings made in the Porch Roof South side. Slates fixed with copper nails and in reasonable condition but slight woodworm infestation of laths and rafters. Amateur repairs to second area suggesting original laths had rotted away. Ceiling plaster had fallen in this location.
- Main roof South side Inspection: Slates and walls in good condition, laths damp and soft enabling slates to be lifted easily.
- North Aisle Inspection: Slates of different size and galvanised nails used with roofing felt under battens. Report that roof replaced in 1920's. Several slates loose and refixed with wire ties.
- St Michael's & All Angels applied for a HLF Grant for re-roofing the Church in 2005 when costs were obtained from Wensley Roofing for a new roof and ceiling replacement on the basis that the slating is time expired.

- The plaster ceiling of the Church appears to be fixed to the underside of the roof as is often seen in Churches of this age. The exact method of construction and dimensional details were not given in the above Report. It is estimated that any re-roofing of the Church would cause extensive damage to the ceiling or sufficient disruption so that a new ceiling would have to be installed as part of the re-roofing works.
- The loss of some slates and rainwater leakage is confined to certain areas. Slate repairs are occasional and ongoing but will keep the building dry if repairs are dealt with promptly.

Leakage is apparent in two locations:

- The Belcote inner wall face at high level has been shedding dust and grit for many years, which indicates that minor leakage is eroding stone and plaster, resulting in crumbling by evaporation. The Belcote inspection at roof level (See section 6.1) explains how rainwater leakage is bypassing the lead flashing.
- The second location is the Chancel Gable wall where the roof junction has been leaking, causing staining down the South sidewall adjacent to the East window for many years.
  Previous reports have recommended opening up and investigating the South Nave roof abutment at the East Gable Wall. This is still to be undertaken to determine the leakage point and recommend a solution. 2

8.3 Chancel East Gable: The South side Chancel wall has been redecorated in 2008 following damp ingress and this appears to be in good condition but the roof and Gable Parapets have not been properly investigated sot he cause of leakage has not yet been addressed. There is no flashing of the roof abutment at this SE corner and the slates are 'hogged' adjacent to the table stones so a more detailed examination is required before recommendations are made. The architect will be pleased to attend when high level access can be arranged. Alternatively an experienced roofer may inspect and give his recommendations for remedial work. 2

8.4 Lychgate:
Much of the tiled roof is covered in moss, being close to trees, and should be removed regularly to prevent creep under the tiles and decay. 2

9.0 RAINWATER DISPOSAL AND DRAINAGE

9.1 Surface water drains are routed into the churchyard south of the church and no problems are reported.

It is however recommended that all gullies are cleared annually and flushed out with a hose or buckets of water to check the drains are clearing. 2

10.0 PLASTERWORK

10.1 Plasterwork is generally in good condition.

10.2 Decorations are satisfactory and recent decoration to the Chancel Gable wall South side of window is noted. The condition of this wall should be monitored as roof leakage was previously thought to be troublesome. Latest observations were that damp is reappearing. 3

11. DECORATIONS

11.1 Exterior decorations are generally in good order. Rainwater goods have been decorated in 200 and appear to be in good condition.

The vestry door has been renewed and the decorations are still in good condition. Interior decorations are satisfactory except for shrinkage at the Vestry ceiling East end, which will require further investigation if damp or staining appears. 3

The porch ceiling panels are flaking and required stripping and redecorating in a limewash that is breathable. 3

12. FLOORS AND GALLERIES

The nave aisle is carpeted over newly paved floor and is in good condition. The floor grilles to one side are exposed and the heat is radiating satisfactorily.

The floor grilles have been carpeted over in the sanctuary with some movement of grillage or paving under foot noted. It is recommended that the carpet is removed from the floor grilles to allow heat to circulate and the floor grilles should be raised or adjusted to suit the carpet level. 2

Originally there was a gallery at the west end of the church but this was removed in 1860 when the porch was erected.

13.0 GLAZING, VENTILATION AND GUARDS

13.1 Windows are in good condition. All windows have polycarbonate secondary glazing.

13.2 Stained glass windows:

- Altar – memorial
  3 panel over west gable
  St. Michael/Jesus/St Gabriel
- Chancel – memorial
  North 250 aps x 1500
- Nave – memorial
  North – double panel – Mary/Jesus
  - Jesus
  Single – St Oswald AD642
- East gable rose window – central lamb and pennant

13.3 A number of windows were noted to have accumulated cobwebs between the leaded glass and the outer secondary glazing. Consideration should be given to methods of cleaning the interspace. 2

13.4 The porch windows have been reglazed in a fibreglass with reinforcing mesh which is robust but out of character with the building. Consideration should be given in the long term to restoring these windows in traditional leaded lights with outer polycarbonate protection. 4

14.0 FITTINGS – ORGAN, FURNITURE AND JOINERY

14.1 The Copenheart electric organ, installed in1975 using the old original organ pipes to mask the two speakers (one on each side of the west door at high level) is reported to work very well and in good order.

14.2 Wall paneling to the west aisle gable is loose, possibly wall plugs have loosened. There is no evidence of rot and rather than remove pews and heating pipes the paneling should be monitored annually. 2

14.3 Pews are in good order but varnish is wearing on seat backs along the top and at pew ends. All other joinery satisfactory.

14.4 Pulpit: Carved oak (dark) Jacobean style and reputedly from Durham Cathedral, good condition.

14.5 Eagle lectern: carved oak (light) good condition.

14.6 Font: Sandstone bowl on Frosterley marble base, oak lid. Sound, well worn.

14.7 Piano: black upright, Morton Bros & Co, London.
Reasonable condition.

14.8 Pews: Choir 2 oak pews
2 x 1200mm oak pews (said to be from earlier nave pews)
1 oak chair
2 oak side (Bishop's) chairs
Nave: Painted pine pews
All in good condition.

14.9 Silver: A number of items held in the Cathedral Treasury.

14.10 Altar: Oak paneling to east wall.
Oak communion rails.
Brass incense holder
Brass sanctuary lamp.
Brass plate (2 knights carrying sack dated 1736 – gift of Mrs. Margaret Shadforth.
6 silver candlesticks (300mm high approx.)
Silver cross (450mm high approx.)

14.11 Side Altar: Stone altar with brass edge and stone fontal to pews installed in recent times under questionable approval.

14.12 Stations of the Cross wall mounted around the perimeter walls.

14.13 Safe in the vestry was subjected to a 'break-in' and has been repaired with padlocks. A review of safe storage of records and valuables is recommended. 2

14.14 Vestry External Door:
The gap under the Vestry door and timber threshold have been added. 2

14.15 Entrance Porch Doors:
The outer porch door has a substantial timber threshold which is a trip hazard to disabled users, and temporary ramps are understood to be used to negotiation this step.
A low threshold with brush strips has been installed.
A ramp is now provided for the inner door threshold.

14.16 Vestry Cupboards
These have sliding doors, which are stiff in use and may need some adjustment or lubrication to ease the mechanism. A broken handle is in need of replacement. 2

15.0 INTERNAL PLUMBING AND FITTINGS

15.1 There is a wash basin and electric water heater in the vestry, reported to be in good working order.

The external plastic waste pipe is loose and unfixed and requires attention. Refixing in mortar joints is recommended. 2

16. HEATING INSTALLATION

16.1 Heating is by means of a low-pressure hot water system from a gas-fired boiler. The hot water is conveyed around the church by means of large bore pipework and some radiators.

16.2 The heating system is reported to be functioning satisfactorily.

16.3 The boiler heater tank is located at high level in a cupboard in the Vestry with an overflow pipe routed to the Vestry sink. It was noted that the overflow pipe was discharging as the header tank water level was surcharging. This should be checked by the Heating Engineer at the first opportunity. 1

16.4 The basement boiler house is accessed from the flight of stone steps on the North side of the Church. The metal railings protecting the stair well have been stabilised. A handrail to one side of the steps has now been installed.

16.5 The gas boiler is an Ideal Concord CX model in good condition and is understood to be maintained annually. The gas meter is located in a vestry cupboard. There is a sump pump in the basement floor, which is operated manually and was seen to be working satisfactorily. The waste pipe is routed at ground level – to the vestry gully and this should be fixed with brackets – to avoid being dislodged. The basement floor was dry. 3

Electric wiring is in pyro. Electric lighting is satisfactory. Most exposed pipework is insulated, that which is not should help to warm and ventilate the chamber. There is ventilation in the external door, which is assumed to be adequate for combustion purposes, but this should be checked by the maintenance engineer. 3

Timber stored at the rear of the boiler has now been removed.

17. <u>ELECTRIC INSTALLATION</u>

17.1 All electrical items were reported to be satisfactory. The meters are on the vestry/nave wall.

17.2 The cable entry into the building is overhead onto the east gable wall above the vestry. The cables are noted to be frayed at the wall face and this may be caused by squirrels. The condition should be checked by the electric supply authority. 2

17.3 The electric installation should be checked every 5 years in accordance with item ‘g’ of the Appendix. It was reported that the Electrical Installation had been checked in December 2008 but there were no records available. 3

17.4 The lightning conductor should also be checked every 5 years in accordance with item ‘h’ of the Appendix. A

Contractor had attended to the Lightning Conductor in August 2008 but there was no record of a Test Certificate, which should be provided in accordance with BS 6651

17.5 Fire fighting equipment installation should be considered where electrical equipment has been installed (organs). Check with the Fire Officer, but powder fire extinguishers are not recommended.

18. ROADS, PATHS AND PAVING

18.1 A concrete path encircles the church and in the main is in satisfactory condition. Check path for level, cracks, mould growth etc annually. 2

The footpath at the east end of the church has now been repaired.

18.2 Along the length between the Lychgate and vestry, regular chemical treatment is required to counteract weeds and moss. 2

19. BOUNDARY WALLS AND GATES

19.1 Some repairs to the stone boundary walls have been undertaken in 2008 following vehicle collision damage. Continue to monitor all walls and repair.

19.2 South boundary: Originally all stone but much of t has disappeared altogether due to deterioration and overgrowth. No action.

19.3 East boundary: This comprises a timber-paling fence which has a gap used for access by Council grass cutters. 3
At the southern end of the fence a gap has been purposely retained to admit gardening equipment (mini tractor, mower etc). It is recommended that fences are repaired or proper lockable timber gates are installed here and the palings on either side made good.

20. PLANTING AND VEGETATION

20.1 The Local Authority maintains the grassed areas. There is a regular attention to weed clearing etc.

20.2 There are large trees in the churchyard and at the perimeter which need regular maintenance. Consult an arborist for advice on continuing care to trees in the churchyard. See advice note included in the Appendix "Trees in Churchyards".

21. MEMORIALS

21.1 Several headstones lean at various angles but are reported to be made safe from time to time by the parishioners. The Diocese have agreed safety measures of headstones with Durham City Council contact the DAC Secretary for details when required.

21.2 See Listed Building Record including headstones attached.

22. LOG BOOK

22.1 See item 1.0

22.2 Continue to record maintenance and new works including any faculty approvals. 2

23. PREVIOUS REPORTS

No 2	November 1973	Hayton Lee & Braddock
No 3	June 1979	A O Lee Dip Arch RIBA
No 4	October 1983	Mr A Lee, Hayton Lee & Braddock
No 5	October 1988	Mr A Lee, Hayton Lee & Braddock
No 6	October 1993	Mr R T Bulmer, HLB Architects
No 7	September 1998	Mr R T Bulmer, HLB Architects
No 8	February 2004	Mr J B Kendall Dipl Arch RIBA

A P P E N D I X

a GENERAL

This report is not a specification for the execution of works and must not be used as such. It is a general report only as required by the Inspection of Churches Measure 1995.

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 1995.

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 of CO_2 type where heating apparatus is oil fired.

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RECOMMENDATIONS

URGENT WORKS REQUIRING IMMEDIATE ATTENTION (Category 1)

	See Item	Cost Estimate £
* Check overflowing Boiler Header tank. Boiler Engineer to investigate reason for water expansion	16.3	50

WORK RECOMMENDED IN THE NEXT 12 MONTHS (Category 2)

	See Item	Cost Estimate £
* Repoint Chancel Arch voissoir open joints and monitor from ladder at 12 month intervals	3.1/5.2	250
* Check stone crosses at East and West Belcote ends of roof	5.4	incl.
* Remake lead flashing at Belcote roof level	6.1/8.2	1500
* Grease bell bearing and maintain metalwork	6.2	100
* Check roof gutters for leakage and clear leaves annually	8.1	DIY
* Clear leaves annually		
* Remove slates that have been previously 'face' fixed with new slates with wire ties	8.2	250
* Remove moss from Porch roof	8.2	100/ DIY
* Open up and investigate roof junction at East Gable wall – South side for leakage route and prepare specification for repairs	8.2/ 8.3	150 + Fees
* Remove moss from Lychgate roof	8.4	100/ DIY
* Check and clear rain water gullies annually	9.1	DIY
* Uncover floor heating grates in Chancel and adjust carpet or grille level to give a safe walking surface	12.2	500
* Clean windows by removing outer glazing for access and replace	13.3	200
* Monitor wall paneling fixing at West end of North Aisle	14.2	DIY
* Review storage of valuables in safe and ensure fireproofing and security	14.13	Invite specialist for Quote & advice
* Repair broken handle to Vestry cupboard	14.16	DIY
* Refix loose sink waste pipe	15.1	DIY
* Check with supply company that overhead cable is safe	17.2	DIY
* Obtain Earth Test Certificate for Lightning Conductor repairs	17.4	DIY
* Maintain footpaths by removing moss & weeds	18.1/ 18.2	DIY
* Continue to keep records of Church repairs and maintenance in Log Book	22.2	DIY

WORK RECOMMENDED IN NEXT 5 YEARS (Category 3)

* Mason to repoint stone walls at low level of Lychgate. Obtain specification for Lime mortar	5.3	50
* Monitor damp ingress to Chancel East wall where redecorated. See 8.2 for correction of defect	10.2	DIY
* Monitor damp ingress/ decoration flaking in Vestry ceiling and report to Architect	11.1	DIY
* Redecorate Porch ceiling following drying out of damp	11.1	100
* Check Boiler House pump waste pipe for flow and discharge	16.5	DIY
* Boiler Engineer to check that ventilation is adequate for combustion	16.5	Refer to Engineer
* Obtain NICEIC Certificate of Electrical Testing from Engineer	17.3	
* Repair and maintain boundary fences	19.3	Obtain Estimate

WORK RECOMMENDED BEYOND 5 YEARS (Category 4)

	See Item	Cost Estimate £
* Consider re-glazing Porch windows in leaded lights with bar protection and polycarbonate	13.4	Obtain Quotes

WORK RECOMMENDED TO IMPROVE ENERGY EFFICIENCY (Category 5)

None.

WORK TO IMPROVE DISABLED ACCESS (Category 6)

None.