



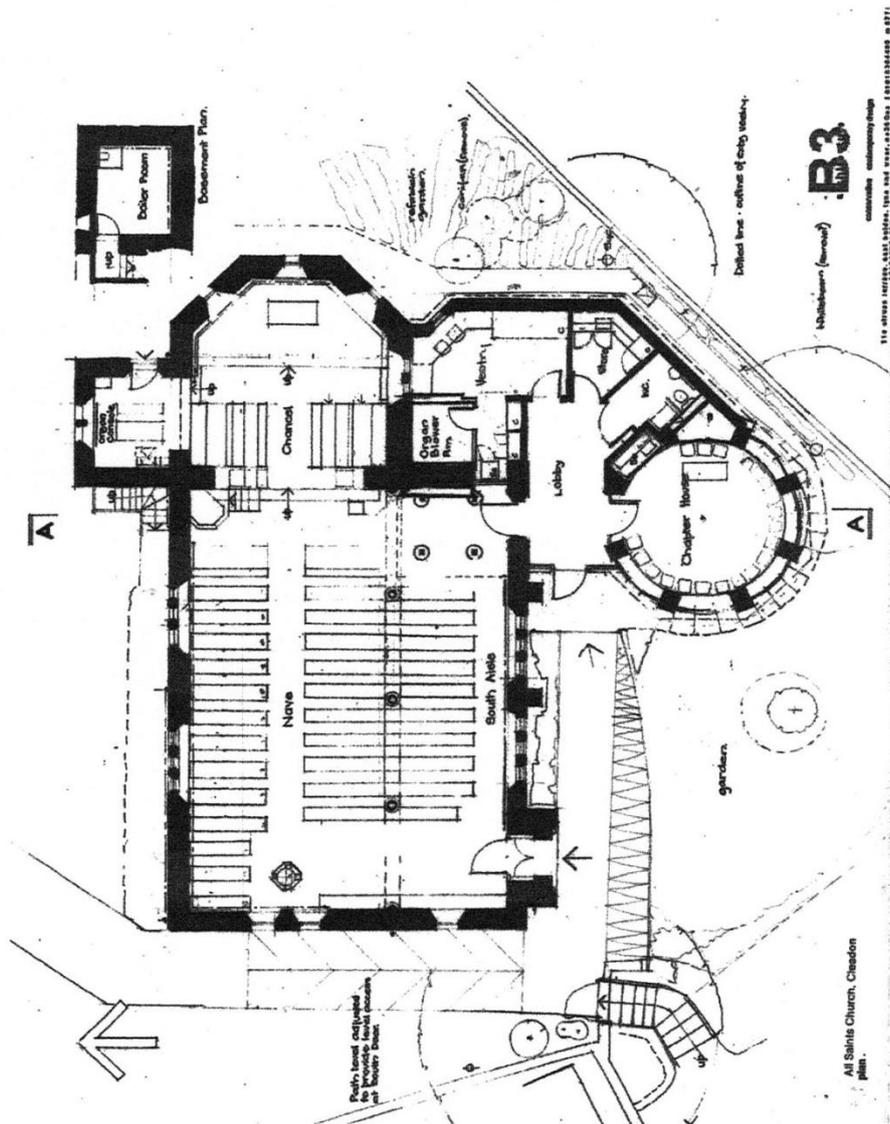
**ALL SAINTS' CHURCH
CLEADON**

DIOCESE OF DURHAM

**QUINQUENNIAL INSPECTION
2017**

Tony Barnes B'Arch RIBA







INDEX

SECTION 1	GENERAL DESCRIPTION	6
1.1	Location and site	6
1.2	General description of building	6
1.3	General condition	8
1.4	Work carried out since last inspection	8
SECTION 2	SURVEY NOTES & RECOMMENDATIONS	9
2.1	Exterior	10
2.2	Interior	17
2.3	Heating/plumbing	30
2.4	Electrical	31
2.5	Site and external surrounds	32
2.6	Specialist reports	34
SECTION 3	APPENDICES	35
3.1	Scope of report	
3.2	Form of report	
	• General	
	• Priorities	
3.3	Electrical installations	
3.4	Lightning conductors	
3.5	Heating installations	
3.6	Fire precautions	
3.7	Security	
3.8	Regular maintenance between Quinquennials	
3.9	Bells and clocks	
3.10	Organ	
3.11	Protection of bats	
3.12	Trees	
3.13	Equality Act 2010	
SECTION 4	SUMMARY OF WORK	39

SECTION 1

GENERAL DESCRIPTION

1.1

Location and site

The church is situated on the highest point of an area of raised ground to the east of the original centre of the village of Cleadon, on the South side of Boldon Lane

It sits within the Cleadon Conservation Area, and is Grade II listed.

It shares its site with the Vicarage to the south and the Church Hall/Old School Room to the south west, both of which are at a lower level, with access from Sunderland Road

There is an enclosed car park at the lower level with access from Sunderland Road.

The principal pedestrian access to the Church is from Boldon Lane.

There is no churchyard

Ordnance Survey map reference NZ 286 624

Consultation with the Diocesan Archaeological Advisor and Local Authority Archaeologist indicates that the church and its site are not of archaeological importance. An archaeological investigation was undertaken when the Chapter House was built in 2012 and the original south boundary stone wall to the Church site was revealed and recorded.

1.2

General description of the church

- The Church, dedicated in 1869, was built to the designs attributed to R J Johnson, diocesan surveyor architect. Early English Style
- The original building provided a nave, chancel with apsidal east end and vestry to the north, with an entrance porch on the nave south side. The boiler room is beneath the vestry. A hexagonal fleche with open bell chamber sits centrally above the chancel arch
- 1907. The south aisle was added incorporating the original south porch. (Chamfered opening with recessed columns on plinths) A small porch/vestry was included at the aisle east end, but removed when the new vestries were added in 1967.
- 1912-20: saw oak panelling, choir stalls and marble floors in stalled in the chancel
- 1967 Clergy and choir vestries, Toilet, and organ blower room were added. On the south side of the chancel with secondary (Clergy/ choir entrance). The organ is located at the east end of

the south aisle and the console in the original clergy vestry on the north side.

- 2012 The 1967 additions were all removed to make way for a new addition housing a single vestry, prep room, accessible toilet, new lobby and entrance, and new access point to the south aisle.
- The original walls are of local magnesian limestone with sandstone dressings. The brick inner skin is faced with plaster and pine dado boarding. The sandstone dressings are exposed internally.
- The 2012 extension has Catcastle grey squared rubble walling from Lartington, Teesdale with Whitton Fell gritstone dressings and buttresses from Leyburn, North Yorkshire.
- The main roofs and fleche are of concealed braced timber construction, beneath a covering of Welsh Slate.
- The octagonal Chapter House has exposed Douglas fir principals and purlins with Welsh slate coverings and mitred hips.
- The Nave floor is of suspended timber construction beneath an oak boarded floor. The chancel floor is solid with marble tile finish and pine platforms.
- The Chapter House has a suspended concrete beam and block floor, sand cement topping, and finished with carpet. There is anti slip sheet vinyl coverings in utility areas
- Artificial light and power by mains electricity
- There is mains water
- A gas-fired boiler in the basement boiler room supplies hot water to a system of radiators generally and piped under-floor heating within the nave south side.
- A separate wall mounted gas fired boiler in the prep room provides heating and hot water to the Chapter House.
- There is a mains drainage system for foul water and surface water with a system of soakaways for surface water on the south nave side. The Chapter House is linked to mains drainage. The basement boiler room drainage is connected to mains drainage in the car park at lower level.

Accommodation comprises

Nave

Chancel with north side annexe (orig. Vestry)

South aisle

South porch
South east entrance
Lobby
Vicars Vestry
Preparation Room
Accessible Toilet
Chapter House
Basement boiler room/ gas meter

1.3 General Condition

The church is well cared-for, appears in good structural condition, and in good repair.

The report is intended to help direct efforts towards an orderly programme of work needed in the foreseeable future.

1.4 Work carried out since last inspection report

Details of main work:

- Clearing gutters/downpipes and gullies
- Minor repairs to roof slating,(DMA)
- 2013 Unblocking boiler house outfall and installing new gulley sump(F)
- 2016 Redecoration externally of Chapter House.(DMA)
- 2017 Repairs to valley gutter between Nave and Chancel following storm damage, resetting ridge capping to Nave and Old vestry(F)
- Cleaning/ restoring Eadie Reid spandrel paintings
-

In addition there has been much work to improve the gardens including resurfacing the entrance path north side from gateway, to the northwest nave corner.

SECTION 2 SURVEY NOTES

Date of survey	20 October 2017	
Town	Cleadon	
Street	Cleadon Lane	
Type of premises	Church	
Date built	1869. Grade II listed	
Main structure	Single storey	load-bearing stone: magnesian limestone, with sandstone dressings .Bellcote at chancel arch.
Main roofs	Church:	dual pitched, structural timber with welsh slate coverings
	South aisle:	dual pitched, structural timber, welsh slate coverings
	Chapter House	Squared rubble sandstone with gritstone dressings. Octagonal slated roof
	Generally C.I. and cast aluminium profiled rainwater goods. Some upvc	
Location	Urban setting	
	Detached, elevated site, gentle slope north to south	
	Walled gardens with trees, Timber boarded fence to Vicarage.	
	No churchyard. Car park at lower level	
Telephone	Brian Peel: Churchwarden	07775782959
	Parish Office	0191 519 0515
Sketch plans	Attached	

SECTION 2 INDEX

2.1 Exterior

General description

- 2.1.1 North elevation
- 2.1.2 East elevation
- 2.1.3 South elevation
- 2.1.4 West elevation

2.2 Interior

General description

- 2.2.1 Nave + south aisle+ porch
- 2.2.2 Chancel and old vestry
- 2.2.3 Chapter House Lobby
- 2.2.4 Organ Blower Room
- 2.2.5 Vicars Vestry
- 2.2.6 Preparation Room
- 2.2.7 Toilet
- 2.2.8 Chapter House
- 2.2.9 Boiler House

2.3 Heating installation

2.4 Electrical installation

2.5 Site and external surrounds

2.6 Specialist reports

2.1 EXTERIOR

GENERAL DESCRIPTION

Roofs	<ul style="list-style-type: none">• High Dual pitched, timber braced rafters (church)• Dual pitched with timber rafters and ridge beam to ancillary spaces• Octagon with exposed principal rafters and purlins to Chapter House.
Coverings	<ul style="list-style-type: none">• Welsh slate with ridge tiles(machined slate to Nave),hip mitred hips to Chapter House• Single ply membrane to part Chapter house• Stone cross at west - Nave, and iron cross at east –chancel.• Stone water tables to Nave and Aisle.
Fleche	<ul style="list-style-type: none">• Hexagonal broached, braced timbers, slate coverings mitred hips, boarded below belfry
Flashings	<ul style="list-style-type: none">• Lead
Gutters, rainwater pipes	<ul style="list-style-type: none">• Cast iron /powder coated aluminium, moulded profile, round fall pipes• Lead valleys, various to inner slope.
Eaves	<ul style="list-style-type: none">• Clipped
External walls	<ul style="list-style-type: none">• Solid Squared/ snecked rubble magnesian limestone + sandstone with sandstone ashlar quoins and dressings to Church• 2 buttresses to aisle• Cavity walling Squared Rubble sandstone with Gritstone dressings•
Buttresses	<ul style="list-style-type: none">• Curved Ashlar Gritstone
Lintels and arches/reveals	<ul style="list-style-type: none">• Dressed sandstone
Pointing	<ul style="list-style-type: none">• Flush including coarse stuff.
Window openings	<ul style="list-style-type: none">• Single , paired and triple lancets, Dressed sandstone heads, some with hood moulds, reveals and cills• Rectangular to Chapter House•
Glazing	<ul style="list-style-type: none">• Stained/clear glass with lead comes• Powder coated wire window guards to most; Polycarbonate sheet to W21• Double glazed Clear glass units to Chapter House
External doors	<ul style="list-style-type: none">• Vertical pine boarded with decorative 'C' strap work to south door• Plain boarded to east door and boiler room

- Douglas fir framed double glazed inserts to Chapter House.
 - Rebated dressed sandstone (Church),Douglas Fir (Chapter house)
 - Stone/hardwood: level access
 - On west elevation of tower
 - Slate (Church) Polyethylene(chapter House)
- Frames
- Threshold
- Lightning conductor
- DPC

2.1.1 North Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f (fair)		
Roof coverings	f, some edge damage repairs to valley in hand	Replace slates on completion of work	1
Gutters	F Some vegetation accumulated at base of valley Nave/ old vestry (no fall pipe at this junction)	Clean out and repair any defective joints; ensure gutter sits beneath slate overhang at west end. Re-align gutters to fall to outlets Monitor regularly for blockages , particularly after heavy rainfall	1 2
Rainwater pipes (u pvc +ci)	f		
External walls	g (good)		
Stonework	f Some water staining of masonry below water table joints old vestry, old? Joints appear sound. Also to RHS of Nave window east	Check joints fully stemmed in water tables. See also gutters above	2
Windows	f		
Glazing	f		
Air vents	f	Ensure floor vents are kept clear of detritus	1
DPC	f		
Decoration	f	Decorate gutters and pipes incl internal faces. Fleche woodwork	2
Chimney flue (old vestry gable)	f (flue redundant)		
Fleche	f Paint finish to boarding flaking	Check/ repair boarding for damage/rot	1

2.1.2 East Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f		
Roof coverings	f Ridge rolls some damaged. Slates dislodged below ridge – former vestry	Refix slates	1
Flashings/ abutments	f		1
Gutters	f/p valley gutter at chancel/ old vestry blocked with vegetation at outlet	Clean out/ check for damage	1
Rainwater pipes	f fall pipe at chancel/ old vestry blocked with leaves	Clean out / check joints for leaks. Repair any defective joints. Monitor regularly for blockages	1
External walls	f		
Lintels / arches	f		
Stonework	f		
Windows	f		
Glazing	f		
Ventilation	f		
Chimney flue (old vestry gable)	f (flue redundant)		
Fleche	f Lower boarding paint failing	Check/ repair boarding for damage/rot	1

2.1.3 South Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f (fair) / nvd (no visible defect)		
Roof coverings	f 'Wing 'slate missing below machined slate ridge Nave south side	Replace slate as part of current valley gutter repair	1

Flashings/ abutments	f		
Parapets/copings	f		
Gutters	f	South Aisle gutter above porch west side appears to be leaking	Clean out all gutters and outlets, checking for damage to joints, repair as necessary. 1
Rainwater pipes	f		
External walls	f		Remove vegetation from porch wall below coping right
Lintels / arches	f		
Windows			
Glazing	f		
Doors/frames	f		
Thresholds	f	Level access	
Ventilation	f		
Decoration	f		Decorate fleche and any gutter repairs 2
Fleche	f	Boarding / flashing dislodged at lower edge	Repair boarding and flashing 1

2.1.4 West Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof coverings	f	Repoint ridge tiles to porch.	1
Gutters	F Nave/ south aisle valley Mixture of linings Gutter failure recent.	Repair/ Remake valley gutter Nave/south aisle -in progress Clean out all gutters and outlets, checking for damage to joints, repair as necessary.	1
Rainwater pipes			
External walls	f Some ribbon pointing at lancet heads. Previous repairs to open joints (seasonal movement) appear	Monitor for seasonal changes (opening up of joints) and	2

Glazing	<p>sound. V minor hairline cracks showing</p> <p>f</p> <p>poly carbonate window guards becoming opaque and perimeter beads in poor repair</p>	<p>advise.</p> <p>Ribbon pointing maybe lost within Quinquennial</p> <p>Consider replacements with powder coated wire guards</p>	3
Doors	<p>F</p> <p>Doors to chapter house, binding. Some distortion in rails.</p>	<p>Overhaul/ Adjust doors to close</p>	2
Ventilation	<p>f</p>	<p>Ensure floor vents clear of debris</p>	2
Decoration	<p>f</p> <p>Chapter House doors stained where coating deteriorated</p>	<p>Prepare timber, removing staining, and recoat.</p>	2

2.1 INTERIOR

GENERAL DESCRIPTION

Ceilings	<ul style="list-style-type: none">• Painted plaster 2-splay panels between simple moulded ribs. Following line of scissor trussed rafters. Painted figures within lower apse panels• Painted plaster in Chapterhouse with some exposed beams and rafters. Meeting room, a tapered and plastered octagon with exposed timber ribs.
Walls	<ul style="list-style-type: none">• Painted plaster walls generally, Simple boarded dado to Nave and panelled in Chancel.• Painted plaster/plasterboard elsewhere• Stonework dressings to openings•• Exposed masonry to North wall of Chapter House lobby and new vestry.
Floor	<ul style="list-style-type: none">• Oak boards on a suspended timber floor in Nave and South Aisle• Marble tiles on solid floor to Chancel.• Pine boards to Old Vestry• Marble, black and white chequer board on solid floor within chancel• South porch solid with entrance matting• Carpet/ vinyl over suspended concrete floor in Chapter House extension.)
Window openings	<ul style="list-style-type: none">• Single lancets in chancel apse East lancet covered• Paired lancet Chancel Southwall shared with New Vestry• Tripartite in Nave north side and south Aisle• Single lancets in west wall• Timber framed rectangular openings to Chapter House and Vestry• Powder coated metal roof windows to Chapter House and ancillaries.•
Glazing	<ul style="list-style-type: none">• Stained/ / obscure glass within lead comes to original Church• Frames set directly into stonework• Clear double glazed units in Chapter house and vestry.
Doors	<ul style="list-style-type: none">• Framed glass in Douglas Fir to Inner porch and Chapter House entrance to south porch• Varnished/painted pine ledged and braced boards – Outer porch, Old Vestry entrance and Boiler House.• Framed ledged and braced, vertical boarded , in Douglas fir with clear finish , some glazed , to Chapter House

Seating	<ul style="list-style-type: none"> • Movable Pine pews in nave/south aisle. • Oak choir stalls • Loose upholstered timber chairs in Chapter House.
Electrical	<ul style="list-style-type: none"> • Main incoming service underground with distribution board, boiler controls and electronic bell system in Old Vestry • Pendant clusters with low energy lamps in Nave and South Aisle • Halogen/tungsten spotlights in chancel • Plain fluorescent surface mounted fittings elsewhere • Single glass pendants and surface mounted fittings in Chapter House • Emergency lighting In Chapter House. • Heat/smoke detector in servery • Emergency alarm system in Toilet.
Heating/ Hot water	<ul style="list-style-type: none"> • Gas meter ,gas fired boiler and valves in basement beneath old vestry, • Panel radiators generally. Piped under-floor system in central part of nave. Boiler flue to wall terminal • Separate wall mounted boiler, serving panel radiators and providing hot water in Chapter House prep. Room.
Sound system	<ul style="list-style-type: none"> • Sound reinforcement by way of speakers and induction loop system
San fittings	<ul style="list-style-type: none"> • Vitreous china wc + whbs • Stainless steel sinks in Prep Room and Chapter House servery.
Fire protection	<ul style="list-style-type: none"> • Gen purpose class A powder in old vestry next organ console/electrical switchgear • 9l foam in nave west • 9l water in Chapter House foyer
Ventilation	<ul style="list-style-type: none"> • Through wall vents and Opening hoppers in tripartite lancets glazing in Nave, South Aisle • Opening Casements in Chapter House • Roof window + mechanical vent in WC and prep room • Roof window vent in Chapter house and Vestry • Fixed wall vent for boiler room
Roof windows	<ul style="list-style-type: none"> • Powder coated metal to Vestry, Prep Room, WC and chapter House.
Stairs/steps	<ul style="list-style-type: none"> • 2 chancel steps, 1 sanctuary step, • Ash stair to upper meeting room with carpeted treads and risers • External stone dog leg steps to basement
Balustrades	<ul style="list-style-type: none"> • Oak altar rail

Storage cupboards	<ul style="list-style-type: none"> • Clear boarded/melamine faced in vestry. • Clear boarded in Chapter House
Altar	<ul style="list-style-type: none"> • Plain design, open frame in oak forward of reredos • Reredos removed and curtained with oak pelmet
Pulpit/lectern	<ul style="list-style-type: none"> • Pulpit Octagonal panelled oak with decoration. Gifted c 1916 • Lectern, brass eagle.
Font	<ul style="list-style-type: none"> • Marble with carved oak cover c1917 dedicated to Nora, Patricia and Dominique Wawn.
Screens Stained glass	<ul style="list-style-type: none"> • No chancel screen • West windows-Nave. Depicting memorials to world wars 1948 by Leonard Evetts, Newcastle • Chancel apse , 3 windows 1912 by James Edie Reid (?Gateshead Stained Glass Company) • West window South Aisle, 'The Good Shepherd' 1987 by Leonard Evetts, in mem of Sir Robert Chapman Bart.
Organ	<ul style="list-style-type: none"> • 1992 by Principal Pipe Organs of York. First as temporary instrument at York Minster, then Rugby School. To Whitburn in 2003.
Clock	<ul style="list-style-type: none"> • Circa 1868 by T Cooke & Sons, York and London: mechanical, within tower, face on north side
Art Works	<p>South Nave arcade spandrels. Garden of Gethsemane 1914 by James Edie Reid of Newcastle/ London. Framed Paintings depicting same in South Aisle.</p> <p>Apse paintings of the Transformation depicting 'Christ on the Cross' below 'Christ in Majesty flanked by angels' 1966 by Michael Hoare of Folkestone</p>
Bells	<ul style="list-style-type: none"> • 1 cast bell (dated?) In oak bell frame built into fleche more recent timber headstocks. Rope attached to clapper run to Old Vestry. • More recently , electronic bell system, controlled from Old Vestry

2.2.1 South Porch

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f		
Doors Ironmongery	f		
Window openings	f		
Glazing	f		
Decorations	f		
Flooring	f		
Electrical	f		
Heating	none		
Fire protection	none		
Ventilation	none		

2.2.2 South Aisle

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f Evidence of seasonal movement continuing in Minor/ fine plaster cracks around south door at high level and around window openings	<ul style="list-style-type: none"> • Monitor For any accelerated movement and advise 	3
Woodwork	f some movement of dado boarding, “ seasonal / heating radiators	None at present unless boarding becomes detached.	
Doors	f		

Ironmongery	f		
Window openings	f		
Glazing	f		
Decorations	f		
Flooring	f		
Seating (loose pews)	f		
Electrical	f	1 no lamp out beneath organ loft	Replace defective lamp 1
Heating	f		
Fire protection (9L foam)	Nvd	Service due november 2017	
Ventilation	f/p		• Overhaul opening lights 2
Organ loft	f		

2.2.3 Nave ITEM

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f Minor blister in plaster work lhs west window south	• Monitor For any accelerated movement and advise	3
Woodwork: dado boarding	f some movement of dado boarding, "" seasonal / heating radiators	None at present unless boarding becomes detached.	
Doors	none		
Ironmongery	none		
Glazing	f		
Decorations	F Crack in capital in south side arcade	• Monitor For any accelerated movement and advise	3

Flooring (oak boards)	capital, 2 nd from west f Creaking boards. Some scratched. Boards bowed lhs central aisle	<ul style="list-style-type: none"> • Arrange inspection by original installer/timber flooring specialist, to understand cause , and rectify 	2
Electrical	, f		
Heating	f		

2.2.4 Chancel

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f		
Woodwork Altar rail , Choir stalls , Apse panelling	f		
Doors	none		
Ironmongery	n/a		
Glazing	f		
Decorations	f		
Flooring	f Marble step cracked/chipped	None at this time	
Electrical: internal floodlights at eaves	f		
Heating	f		
Fire protection	f powder 2kg service due november 2017		

2.2.5 Old Vestry

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f		1 / 2
Woodwork	f		
Doors	f	<ul style="list-style-type: none"> Ease door to open 	2
Ironmongery	f		
Window openings	f		
Glazing	f	<ul style="list-style-type: none"> 	
Decorations	f		
Flooring (Carpet strips over boards)	f	<ul style="list-style-type: none"> Secure carpet runner 	2
Electrical: Incoming mains/ trips/htg control/ electronic bells(Tower Maestro)/ amplifiers/ induction loop	nvd		
Heating: panel radiator + main service pipes from boiler room below	nvd	lagging damaged on pipe work behind organ console	
Fire protection	f	powder extinguisher: service due november 2017	
Ventilation	none		

2.2.6 Chapter House Lobby

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	g	Non at this time	
Walls	g		
Woodwork	g		
Ironmongery	g		
Glazing (Clear double glazing units)	g		
Decorations	g		
Flooring	g		
Electrical:	nvd		
Heating	nvd		
Fire protection (9L Water)	nvd	Due for service november 2017	

2.2.7 Vestry

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	g		
Walls	g		
Woodwork	g		
Doors	g		
Ironmongery	g		
Window opening inc Roof windows	g.		
Glazing Double glazed units	g		
Decorations	g		
Flooring	g		

Electrical Pendant lights/ spot light for south chancel window glass	nvd
Heating: panel radiators	nvd not on
Ventilation Opening roof windows	g
Cupboard units	g

2.2.8 Organ Blower Room(Access within Vestry)

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f Deterioration /damage of some plaster finish at west wall. Previous water leak?? Appears dry but friable.	Monitor to establish that area remains dry	3
	Note Very awkward area to rectify with organ bellows / blower equipment filling room	Arrange inspection by organ builder for advice	2
Walls	F Deterioration of some plaster finish at wall floor junction on west wall. Possibly dampness in original south aisle wall.	Remove all friable plaster dust weekly Monitor to establish that area remains dry/ unchanged	1 3
	Note; All as noted in last inspection. No apparent change	Arrange inspection by organ builder for advice	2
	Note Very awkward area to rectify with organ bellows / blower equipment filling room		
Woodwork	f		

Door: flush painted	f		
Ironmongery	f		
Decorations	f/p Very awkward to decorate as noted above.	periodically carefully remove any flaking emulsion by vacuum clnr	3
Flooring: concrete	f See walls above		
Electrical:	f		
Heating:	none		
Ventilation: door vents	f		

2.2.9 Prep Room

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings:	g		
Walls	g		
Woodwork	g		
Doors: none – open to below			
Roof window	g		
Glazing (clear double glazing unit)	g		
Decorations	g		
Flooring: (sheet vinyl)	g		
Electrical	nvd		
Heating/ Wall mtd boiler in cpd. Providing heating and hot water	nvd		

Ventilation
(opening roof
window + wall
mtd extract fan) **g**

Cupboards **g**
Laminate faced
particle board /
laminated work top
with inset s s sink

2.2.10 Toilet (fully accessible)

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings:	g	•	
Walls	g	•	
Woodwork		•	
Door		•	
Ironmongery	g	•	
Window (roof window / manual operation)			
Glazing (clear double glazed units)	g	• Clean glass externally periodically to remove algae	3
Decorations	g		
Flooring	g		
Electrical:	nvd	• Check and test emergency pull monthly	3
Heating	nvd	•	
Panel radiator with low temp guard			
Ventilation (opening roof window and mech vent on movement sensor)	nvd	•	
Sanitary ware	f	Check all joints for leaks and rectify	1
WC/2 whb's. Baby change unit	Water noted on floor beneath toilet basin, pipe work joint weeping??	Check Baby change unit regularly for any damage	3

2.2.11 Chapter House Meeting Room

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings:	g Minor crack in plasterwork in store cpd	Monitor for further movement	3
	? Central heating pipe work distribution??		
Walls	g		
Woodwork	g		
Ironmongery	g		
Window openings / timber frames/ single roof window (electrically operated)	g Minor movement around timber frames		

2.2.12 Boiler room

Basement below old vestry. External access steps.

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Steps	f/p leaves/moss/algae/plant growth present, covering steps and gully	<ul style="list-style-type: none"> Remove vegetation and clean steps / clean out gully 	1
Ceiling: brick vault	f		
Walls: stone + brick	f some water ingress from retaining wall at base of steps		

Flooring: concrete with fall towards door	f f damp in south east corner East wall at low level	<ul style="list-style-type: none"> • Remove all debris regularly to allow any water to escape to gulley 	2
Door Timber boarded ledged and braced	f/p very worn / difficult to open/close	<ul style="list-style-type: none"> • Consider replacement 	2
Ironmongery	f/p	<ul style="list-style-type: none"> • Consider replacement 	2
Electrical:	f		
Heating	f	<ul style="list-style-type: none"> • Monitor fittings/fixtures for signs of corrosion as part of annual heating system check 	2
Decoration	f		2
Ventilation: door vent for gas meter	f But door in poor condition		
Gulley sump: external, also serves as condensate discharge point	f See steps above	<ul style="list-style-type: none"> • Ensure regularly cleared out to avoid blockages 	2

2.3 HEATING/PLUMBING

ITEM	CONDITION	WORK REQUIRED	PRIORITY
<p>System:</p> <ul style="list-style-type: none"> gas fired/steel/iron pipes and radiators, with under floor heating to nave south pew platform operated by digital control system in old vestry meter (gas) within basement boiler room, north wall 	f	<ul style="list-style-type: none"> Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement. Include visual inspection of distribution pipe work , radiators and under floor heating manifold/ valves(floor access) 	2
Boiler: gas fired Remeha Quinta boiler serves main church heating	Nvd Serviced june 2017		
Wall mounted condensing boiler Remeha Avanta Plus serves Chapter house , providing heating and hot water	nvd		
<p>Mains water: incoming service from external stop cock adjacent to north boundary wall,</p> <p>With alkathene distribution pipes to basement Boiler Room and branch to Prep Room in Chapter House</p>	Not inspected	<ul style="list-style-type: none"> Check regularly stop cock valves to ensure easy action in event of emergencies 	2

2.4 ELECTRICAL

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Installation	f	<ul style="list-style-type: none"> • Check and test by NICEIC electrical engineer 	1
<ul style="list-style-type: none"> • Main fuses • Earthing • Wiring • Switching • Light fittings • Power circuits • Special lighting • External lighting (Wall mounted and bollards) 			
PA system	nvd		
Induction loop	nvd		
Lightning conductor: fleche, south side.	nvd	<ul style="list-style-type: none"> • Check and test 	3

2.5 SITE AND EXTERNAL SURROUNDS

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Basement area access to boiler room	f steps well worn and slippery in wet weather; metal guarding serviceable	<ul style="list-style-type: none"> • Clear sump/drainage gully and remove algae, vegetation from steps 	1
Trees and hedges Mature trees to North and west boundaries principally with hedging behind walling on north west.	f	<ul style="list-style-type: none"> • Continue regular inspections by qualified arborist; implement recommendations 	3
External steps: Access to Vicarage Open area	f well cared for including hedges	<ul style="list-style-type: none"> • Remove any algae, vegetation from treads on regular basis 	3
Paths/hard standing	f generally in good order		
Gates:			
<ul style="list-style-type: none"> • Pedestrian 			
<ul style="list-style-type: none"> • North side: paired ,Oak framed ,with four decorative metal infill panels 	f generally in good order		
<ul style="list-style-type: none"> • South side: • Plain, metal powder coated gate at head of vicarage steps 	f generally in good order		
Boundary walls: Magnesium rubble limestone generally + brickwork to old infants school (f areas of stone walling will require close attention, particularly repointing coping stones to avoid deterioration of the	<ul style="list-style-type: none"> • Remove all signs of seedlings/vegetation growing in crevices 	2

now private residential)
boundary, and Retaining wall to Church Hall at lower level

general fabric

Vertical boarded fence to vicarage boundary

f

Notice boards:

nvd

(Replacement notice boards in powder coated aluminium on north side, Cleadon Lane entrance)

Signs:

f

(timber sign: 'Cleadon All Saints' Church ', on trellis , north east corner , onto Cleadon lane)

Grass areas (to north and south sides, planted areas to west and east.

g

well maintained

Manholes

f

- **Flush out** periodically **2**

Surface water drainage

f

- **Regularly** flush out rainwater gullies to remove silt and debris **2**

Lighting :
Lighting posts,
main path

f

f

2.6 SPECIALIST REPORTS

ITEM	WORK REQUIRED	PRIORITY
Heating/plumbing	Obtain annual service inspection report	2
Electrical	Obtain inspection report	3
Lightning conductor	Obtain report	2
Stone walling	Obtain mason's report	2
Bells/headstock	Obtain report	3

SECTION 3 APPENDICES

3.1 SCOPE OF THE REPORT

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

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

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

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

3.2 FORM OF THE REPORT

i. GENERAL

This report is a **Summary Report** as required by the Inspection of Churches Measure.

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

Professional Advice should be obtained in determining appropriate repair work and the preparation of appropriate documentation for implementation. The Architect will be willing to assist the PCC in these matters.

The conservation and repair of churches is a quite specialised field or work: care and skill are necessary to ensure that repairs are technically and aesthetically the best that can be achieved. To this end and to avoid wasting money, a fully detailed specification with appropriate drawn information should be provided, to enable best-informed estimates to be obtained. The work should only be entrusted to suitably-qualified contractors/tradespeople, under guidance from a suitably qualified professional.

Early discussion with the Archdeacon will confirm the correct and up-to-date procedures to be followed with regard to Faculties and Approvals.

ii. PRIORITIES

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

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

3.3 ELECTRICAL INSTALLATION

The report on the electrical installation is based upon a visual inspection of the main switchboard and of certain sections of the wiring at random and without the use of instruments.

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

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

The electrical installation should be installed and maintained in accordance with

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

3.4 LIGHTNING CONDUCTORS

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

3.5 HEATING INSTALLATION

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

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

Details of the report from such a test should be kept with the **Log Book**.

3.6 FIRE PRECAUTIONS

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

The local **Fire Prevention Office/Ecclesiastical Insurance Group** should be consulted with regard to the recommended fire precaution measures for the building.

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

- Organ
- Boiler house

3.7 SECURITY

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

The local **Crime Prevention Officer** and **Ecclesiastical Insurance Group** should be consulted.

All external doors should be fitted with good quality locks.

3.8 REGULAR MAINTENANCE BETWEEN QUINQUENNIALS

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

Water ingress prevention, and good drainage particularly, are imperative to good housekeeping. The church is advised to enter into an arrangement with a local contractor to clean out gutters, downpipes and drainage gullies at least once, if not twice, a year.

3.9 BELLS AND CLOCKS

Bells, their frames and supports are often not easily accessible but do need to be inspected and maintained by a suitably qualified bell hanger on a regular basis.

Clocks should also be inspected and maintained on a regular basis but preferably by the makers' appointed engineers.

3.10 ORGAN

The church is advised to enter into an annual contract with a specialist for tuning and maintaining the organ, particularly where the instrument is of historical or musical interest.

3.11 PROTECTION OF BATS

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

3.12 TREES

The church is responsible for caring for all trees within the churchyard. The church is advised to obtain a report on their condition from a registered arboriculturalist and keep it updated regularly.

Seek consent from the Archdeacon for any work to the trees. Some may have preservation orders placed upon them. Any work to preserved trees or trees within a conservation area must also have the approval of the Local Authority.

3.13 EQUALITY ACT 2010

All churches should be compliant with the relevant parts of this Act, although in some listed buildings this may not always be possible.

Churches must have taken all reasonable steps to make the building accessible to all. 'Reasonable steps' will vary from church to church, but are judged upon existing facilities and the amount of money it would take to make them inclusive to all users.

To identify what needs action, consider undertaking an Access Audit of the church and its grounds. Examples of access audit formats can be found on the internet.

SECTION 4 SUMMARY OF WORK

To be read in conjunction with Section 2 detail

4.1 North Elevation

- 1 Repair and decorate Fleche
- 1 Clean out and repair gutters
- 1 Ensure floor and air vents are clear

- 2 Decorate gutters
- 2 Stem and point Old vestry water tables.

4.2 East Elevation

- 1 Repair and decorate Fleche
- 1 Clean out and repair gutters as necessary
- 1 Refix slates to Old Vestry below ridge

4.3 South Elevation

- 1 Replace wing slate on Nave roof(part of current valley gutter repair)
- 1 Repair and decorate Fleche
- 1 Remove vegetation from porch walling below coping

4.4 West Elevation

- 1 Rebed and point up ridge tiles to south porch
- 1 Repair / Remake central valley gutter(in progress)
- 1 Ensure floor and air vents are clear

- 2 Overhaul Chapter house door

- 3 Consider Replacement window guards to Nave and South Aisle

4.5 South Aisle

- 1 Replace defective lamp

- 2 Overhaul ventilation hoppers

- 3 Monitor minor movement in south wall

4.6 Nave

- 2 Inspect and rectify floor board movement in aisle

- 3 Monitor movement in bulging plasterwork west wall

- 3 Monitor movement crack in plaster column cap

4.7 Old Vestry

- 2 Ease external door
- 2 Secure carpet runner

4.8 Organ Blower Room

- 1 Carefully remove all plaster dust / flaking paintwork weekly
- 2 Arrange for inspection by organ builder for advice on room remedials and implement
- 2 Monitor for any changes to conditions and advise.

4.9 Fully Accessible Toilet

- 1 Check for pipe work leaks and rectify (Water ponding on floor beneath basin)
- 3 Clean roof window glass to remove algae(external)
- 3 Check and test emergency alarm weekly

4.10 Chapter House Meeting Room

- 3 Monitor plasterwork in cpd for further movement

4.11 Boiler Room

- 1 Ensure external gulley is clear to allow condensate to drain and rain water to drain
- 2 Consider replacement door
- 3 Monitor fixtures and fittings for signs of corrosion as part of annual heating system check

4.12 Heating and Plumbing

- 1 Obtain annual service inspection report
- 2 Check stop/ shut off valves regularly to ensure easy action in event of emergencies

4.13 Electrical

- 1 Obtain inspection report
- 1 Obtain test notice on earth protection/lightning conductor as part of inspection

4.14 Site and Externals

- 1 Remove vegetation from steps to boiler room and clear gully
- 2 Remove any vegetation in boundary wall and vicarage steps
- 2 Obtain stone masonry report on boundary wall care for consideration.
- 2 Obtain updated arborists report for consideration
- 2 Obtain report on bell and headstock (whilst fleche repairs in progress)