

2023 QUINQUENNIAL INSPECTION REPORT

CHURCH OF HOLY TRINITY, HARTLEPOOL

(Ref: 2317)

Diocese of Durham
Archdeaconry of Auckland
Deanery of Hartlepool



Prepared by John A. Barnes B.A B. Arch. RIBA AABC IHBC EASA

JABA Architect Ltd
Church View Cottage
Bongate
Appleby
CA16 6UN
T: 07922112886
E: jabaarchitect@gmail.com

Date of Report: July 2023

Date of Inspection and weather conditions:

19th June 2023 : Dry and sunny.

(Date of previous Report: December 2013 by Gary Beckwith)

1. Executive Summary of General Condition

The church has been well maintained and is in a reasonable condition, though is beginning to deteriorate owing to water ingress through the tower roof and flashings, leaks in the heating system and rainwater goods, and running water in the boiler room.

2. Previous Report.**2.1 Work completed since previous report**

1. None advised.
2. Asbestos survey.

2.2 Work outstanding from the previous report:

1. Repair entrance canopy.
2. Replace felt flat roof.
3. Replace flashings.
4. Re-bed ridge tiles.
5. Repair window grilles.
6. Redecorate windows and doors.
7. Create accessible WC.
8. Clean out gutters and gullies.
9. Monitor cracks.

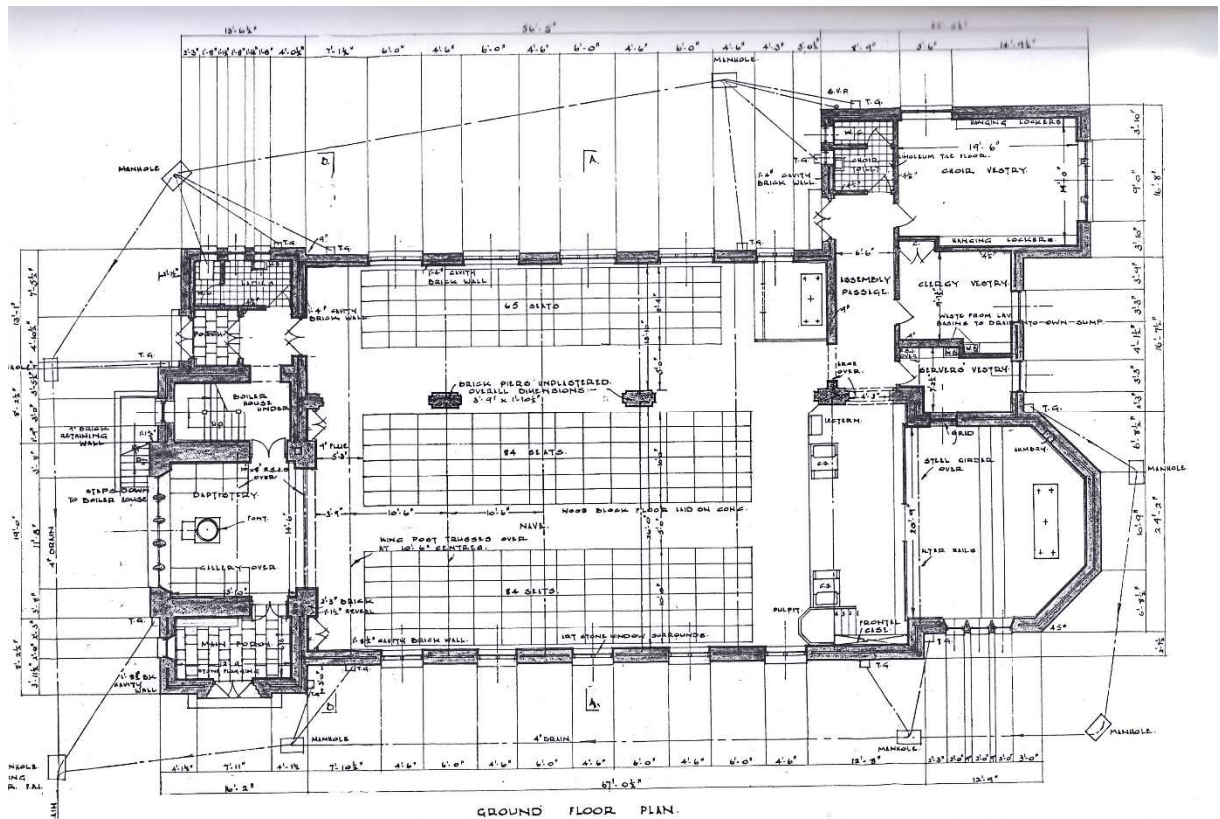
2.3 Log Book was not available for inspection**3. Brief Description of the building**

Completed in 1958 to designs of GE Charlwood of Newcastle, the building has a north-south rather than an east-west orientation. For the purpose of this report all directions follow normal liturgical convention. It consists of nave and north aisle, polygonal-apsed sanctuary, west tower with baptistry, entrance stair, gallery and belfry, with vestries to north of sanctuary. There is a WC next to the exits at the northeast and northwest, and the main entrance is to the southwest.

Externally, walls are of red brick with artificial stone door and window surrounds, and roofs are covered in equal-length green slates. Internally walls are plastered except for brown facing brickwork to the arcade. Floors are in oak parquet and roof soffits are painted.

The Church Hall is located to the north, and the areas between the two buildings are secured with tall steel railings.

4. Plan of the church



5. Statutory Listing

The church is neither listed nor within a Conservation Area.

6. Maintenance Responsibility

There is no graveyard. The PCC undertakes maintenance of the grass, hedges and trees.

7. Specific Limitations of the Report

For General Limitations see also Appendix 1; Explanatory Notes

The inspections were visual and non-destructive. Those parts of the structure which were not exposed or inaccessible have not been inspected and it is not possible to report that any such part of the building is free from defect.

Access was gained from ground level only.

The following parts were inaccessible and excluded from the inspection:

1. Voids beneath the floor.
2. Pipe organ.

Drainage, water and electricity have not been tested.

This report has been prepared for the purpose of the Care of Churches Measure 2020. Contents may be disclosed to other professional advisors but it is **not** intended as a specification for repair works, and no responsibility is accepted for a third party. When the PCC is ready to proceed with any of the recommended repairs the Inspecting Architect should be asked to prepare a Schedule of Work and a Specification on which DAC consent, and quotations from suitably qualified contractors can be sought.

Where information has been supplied to the Inspector this is assumed to be correct.

8. Carbon reduction targets

The General Synod has committed to a carbon reduction target of Net Zero by 2030 and has issued the 'Practical Path to Net Zero Carbon' (PPNZC) to show how this might be achieved. They have created an 'Energy Footprint Tool' which can be used to establish the church's carbon footprint as part of the Online Parish Returns System. By inputting your most recent energy bills you will be able to calculate the amount of carbon produced, and receive helpful tips to reduce carbon omissions.

9. Schedule of Repairs with priority and budget cost.

The following categories denote urgency of work:

A - Urgent, requiring immediate attention

B - Requires attention within 12 months





C - Requires attention within 2 years


D - Requires attention within 5 years

E – Desirable improvement with no timescale




M – Routine maintenance which can be carried out without professional advice or a Faculty.

Please note that the estimates given below are approximate and based upon prices at the time of the Report. Some may be dependent upon further investigation, on who carries out the work, on how much is commissioned at one time, and whether any is done voluntarily. The PCC is advised to have full specifications prepared by the quinquennial architect and to obtain firm quotations from reputable tradesmen familiar with church conservation work.

Reference	Condition	Action	Priority	Cost£	Photograph
9. EXTERNAL ELEMENTS					
9.1 Roofs					
1.	Single size Lake District green slates under black terracotta socketed ridge. All intact , though slight change of pitch is visible at nave/north aisle junction, and mortar bedding eroded from ridge tiles.	Re-bed ridge tiles	D	800	
2.	Loose cover flashing at nave/stair tower abutment.	Repair and clip as necessary, check remainder and the condition of soakers.	C(M)	200	
3.	Unfinished timber gablets on tower appear to be leaking.	Investigate externally by drone, or when scaffolding is available.	C(M)	?	
4.	Rotting timber barge boards and repaired flashing which appears to have gap to brickwork.	Investigate externally by drone, or when scaffolding is available. Replace barge board.	C(M) E	? 500	

Reference	Condition	Action	Priority	Cost£	Photograph
5.	Aged felted flat roof is in fair condition.	Monitor over QI period	D(M)	-	

9.2 Rainwater goods and disposal systems



1.	Grass growing in south gutter.	Clear all gutters.	A(M)	300	
2.	Gutter sections leaking and severely corroded with gap visible at outlet north side.	Inspect condition of gutters and brackets.	A(M)	Inc.	
		Assume replacement of north gutters.	D	3000	
3.	Most dognails are severely corroded, bobbins have disintegrated, pipes have slipped and are in a dangerous condition and shoe is missing.	Prepare a detailed report and specification to tender for repairs.	A(M)	400	




Reference	Condition	Action	Priority	Cost£	Photograph
4.	North RWP protected with steel sheeting no longer necessary now that a fence has been erected.	Remove protection to access pipework for maintenance.	B	300	
5.	Gutters and RWP beginning to corrode, timber soffits and fascia peeling.	Prepare and repaint to appropriate specification.	D	3000	

9.3 Parapets, chimneys and verge upstands


1.	Finial with lightning conductor inaccessible, junction with ridge may be leaking.	Investigate externally by drone, or when scaffolding is available.	C(M)	?	
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9.4 Walling and pointing

1.	Sand-faced brickwork in reasonable condition except below DPC where delaminating.	Monitor over QI period.	D(M)	-	
2.	Original mortar eroded on single storey rear lobby	Prepare a specification for repointing tenders.	C	600	
		Repoint	D	2000	



Reference	Condition	Action	Priority	Cost£	Photograph
3.	Original mortar eroded on upper tower walls especially below belfry string course.	Prepare a specification for repointing tenders.	C	Incl.	
		Repoint	D	2400	
4.	Artificial stone dressings broken and eroded in places.	Prepare specification for repair tenders.	C	Incl.	
		Repair stone dressings.	D	1000	
5.	Projecting entrance canopy cracking and eroding.	Prepare specification to repair and cover.	C	200	
		Repair and recover.	D	1500	




9.5 External doors

1.	Entrance and rear oak doors have weathered surface.	Prepare and re-oil. Re-paint ironmongery.	B	500	
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Reference	Condition	Action	Priority	Cost£	Photograph
2.	West doors have peeling metal sheet finish.	Prepare and re-paint.	B	500	
3.	Boiler door delaminating after being cut through by plumber. Grilles corroded.	Replace.	D	900	



9.6 Windows


1.	Windows are protected behind galvanised grilles. Glass and other debris after panes replaced.	Remove grille to clear out.	B	100	
2.	Broken pane to vestry.	Remove grille and repair.	B	200	


Reference	Condition	Action	Priority	Cost£	Photograph
3.	Timber frames peeling and metal frames corroding behind grilles.	Remove grilles, prepare and re-paint, re-fix grilles.	C	7000	
4.	Some grille fixings are damaging cills.	Adjust when removed for painting.	C	Incl.	
5.	Many grilles have rusting or missing fixings.	Replace during re-fixing using stainless steel screws.	C	Incl.	

9.7 Below ground drainage

1.	West gully has broken grille and is blocked.	Clear and replace grille.	A(M)	100	
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Reference	Condition	Action	Priority	Cost£	Photograph
2.	Southeast gully surround broken, absence of shoe causes water to run to ground.	Cut out and repair several concrete surrounds.	A	200	
3.	Hole adjacent east manhole has signs of rat activity.	Re-set cover and frame over repaired brickwork.	A	300	


Reference	Condition	Action	Priority	Cost£	Photograph
10. INTERNAL ELEMENTS					
10.1 Tower					
1.	Belfry floor covered with polythene and buckets.	Investigate source of leaks externally.	C(M)	Incl.	
10.2 Clocks, bells and frame					
1.	3No. bells by Mears of London dated 1963, appear serviceable though ironwork is corroding.	Prepare and re-paint ironwork.	D	£300	
2.	12No. louvres internally boarded.				
10.3 Roof and ceiling voids and ventilation					
1.	No ceiling voids except for store over the vestry passage.				
10.4 Bats					
	None present				
10.5 Roof structures and ceilings					
1.	Slender, softwood hammerbeam trusses support lightweight purlins, rafters and soffit boards.	All appear in good condition though there is slight sag on tie beams.		-	




Reference	Condition	Action	Priority	Cost£	Photograph
2.	Gallery ceiling is water damaged.	Monitor over quinquennial period.	D(M)	-	


10.6 Upper floors, balconies and access stairways

1. Open stair upto belfry.
2. Gallery has raked floor with pews, used as storage.

10.7 Ground floor and timber platforms

1.	Flat oak parquet flooring mainly re-finished and in excellent condition except for loose blocks and a leak beneath valve.	Monitor over quinquennial period.	D(M)		
2.	Vinyl-covered concrete, painted concrete, and flags to ancillary areas in good condition.				

Reference	Condition	Action	Priority	Cost£	Photograph
10.8 Partitions, screens and internal doors					
1.	Internal brick partitions in good condition except for water damage to WC.	Investigate cause and prepare a specification to tender. Repair.	A(M) A	200 ?	
2.	Internal oak doors in good condition.				
10.9 Internal wall finishes					
1.	All plaster painted and in good condition, except for a leak over tower gallery arch and a leak below tower cistern.	Investigate cause. Repair Replace cistern.	B(M) C A	Incl. ? 300	 
10.11 Vestries meeting rooms, WCs and kitchens					
1.	Clergy, Choir and Servers' vestries in reasonable condition.				

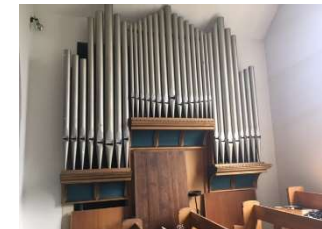
Reference	Condition	Action	Priority	Cost£	Photograph
2.	2No. cramped WC are not accessible or compliant with Equality Act. There are no baby change facilities.	Consider proposals to convert one WC to a wheelchair accessible WC with fold-down baby change unit.	D	?	
3.	A Tea Pont adjacent WC has fridge, microwave and counter top basin. The units below are damp owing to a water leak.	Repair leak (10.8.1).	A	Incl.	

10.12 Fittings, fixtures, furniture and moveable articles

1. Oak pews, pulpit, lectern, altar rail and altar candlesticks are all in good condition.

10.13 Organ

1. Organ pipes on gallery.



2. Oak clad electric organ console in chancel (Vincent of Sunderland) said to function satisfactorily.

Service

D(M)

?

3. Small Technics electric piano not used.

Reference	Condition	Action	Priority	Cost£	Photograph
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10.14 Disabled Access




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| 1. | Level access though railing gate and rear west doors with a combination lock. | Provision of assistance as and when required. | | | |
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10.15 Cellar

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|----|--|--|------|---|--|
| 1. | Cellar accessed through an internal hinged metal cover and steel ladder. | | | | |
| 2. | Floor saturated. | Investigate cause of leaks including condensate and overflows from boilers, magnetic filter and sub-floor drain. | A(M) | ? | |








Reference	Condition	Action	Priority	Cost£	Photograph
11. SERVICES					
11.1 Electrical Installation					
1.	415V underground supply to cupboard in southwest corner of nave with rubbish accumulation.	Remove rubbish.	A(M)		
2.	Aged electrical apparatus (1990) with no recent test.	Commission a test.	A(M)	400	
3.	Lighting is mainly original fittings; cellar light does not work.	Replace bulbs with low-energy when necessary.	C(M)	?	
11.2 Water installation					
1.	Supply in lead to stopcock in kitchen.	Consider replacement to lead-free pipes.	D	?	

Reference	Condition	Action	Priority	Cost£	Photograph
2.	Supply routes to vestries and other WC not known.	Investigate routes.	D	100	
11.3 Gas installation					
1.	Gas meter in cellar serves 2No. boilers adjacent.				
11.4 Oil installation – none present.					
11.5 Heating installation					
1.	Pair of <i>Keston</i> balance flue boilers have high level abs plastic flues and fresh air inlets in door head. No service record.	Commission service of boilers and magnetic filter.	A(M)	300	
2.	Medium and small bore steel pipes serve cast iron radiators. Leaking valve on southwest corner of nave is damaging flooring.	Check system for leaks and repair as necessary. Drain down system when not in use for long periods.	A(M)	?	
3.	Corroded galvanised header tank in belfry is leaking.	Replace with an insulated tank,	A(M)	300	

Reference	Condition	Action	Priority	Cost£	Photograph
	4. <i>Ariston</i> electric water heater boiler services Tea Point.				
11.6 Insulation and air leakage.					
	1. No insulation seen.				
	2. Air leakage low due to lobbied doors, fixed lights and solid floors.	Draught seal entrance doors.	D	?	
11.7 Sound system					
	1. Sound system not used.				
	2. Hearing loop present.				
11.8 Fire precautions					
	1. 2Kg CO ₂ on stair.				
	2. 6L water at each end of worship area.				
	3. Fire blanket next to organ.				
	4. Last inspection 03/23.				
	5. Only 2No. means of escape at west end as northeast door padlocked externally.				

Reference	Condition	Action	Priority	Cost£	Photograph
11.9 Lightning protection					
	1. Conductor runs from top of cross finial down south side of nave. Lower section protected following theft.				
	2. No test certificate.	Commission test.	A(M)	300	
11.10 Asbestos					
	1. An asbestos report has identified several low risk items such as vinyl tiles.	Check survey report prior to undertaking any internal repairs/improvements.			

Reference	Condition	Action	Priority	Cost£	Photograph
12. CHURCHYARD					
12.1 Buildings within the curtilage –Church Hall excluded form survey					
12.2 Ruins maintained by the PCC - none					
12.3 Monuments, tombs and vaults - none					
12.4 Boundary walls, railings, fencing, hedging and gates					
1.	West, east and south and have low brick walls, low steel railings and gates; all in reasonable condition with neatly trimmed cotoneaster hedge behind.	Re-paint ironwork.	D	1000	
2.	Steel security railings to north and east of church, painted green. Pair of gates with combination locks; good condition.				
12.5 Hardstanding areas					
1.	Concrete paving with steps adjacent main entrance generally in good condition, though uneven and rocking owing to settlement, causing a trip hazard.	Re-set several flags.	D	600	

Reference	Condition	Action	Priority	Cost£	Photograph
		Consider re-setting 3No. uneven steps at entrance to 2No. even steps, or as a gentle ramp with railings.	D	Incl.	
2.	Raised manhole covers and broken concrete in north yard form a trip hazard.	Lower brick course and make up surface to level surface.	D	300	
3.	Broken concrete infill to flag edges.	Remove loose and replace flush.	E	200	
4.	Overgrown subterranean yard to cellar has concrete floor with debris and vegetation. Water drains back into cellar.	Clear vegetation and cut concrete to drain yard.	B(M)	300	
5.	Galvanised grille over cellar yard has loose clamps which encourage unwanted entry.	Loosen and then re-tighten clamps.	A(M)	40	

Reference	Condition	Action	Priority	Cost£	Photograph
12.6 Grassed areas					
		1. All grass kept short and tidy.			
12.7 Notice Board					
		1. Large wall mounted notice board.			
13. TREES					
13.1 Identification of trees with preservation orders - none					
13.2 General health of trees and safety concerns					
		1. 6No. Semi-mature birch at west end of church, in good condition.			
		2. 3No. elder in hedge to south, 1No. to west.			
13.3 Impact of trees on nearby walls and buildings - none					

Appendix 1: Explanatory Notes for PCCs

- a) The need for a Faculty The inclusion of an item of work in a Quinquennial Report does not remove the need to seek permission before it is carried out. A Faculty or Archdeacon's consent will normally be required (with the exception of some minor maintenance items).
- b) General limitations of the Quinquennial Report The Quinquennial Report is a *summary report only* as required by the Inspection of Churches Measure. It is restricted to the condition of the building and its defects and is not a specification for the execution of any necessary repair work and should not be used as such. The Professional Adviser is normally willing to advise the PCC on implementing the recommendations and will, if so requested, prepare a specification, seek tenders and oversee the repairs.
- Woodwork or other parts of the building that are covered, unexposed or inaccessible will not normally be inspected in a Quinquennial Inspection. The Adviser cannot therefore report that any such part is free from defect. The report may include the recommendation that certain areas are opened up for inspection.
- Further specific limitations on access etc. may be noted in the Report text.
- c) Annual Inspections by the Church Wardens Although the Inspection of Churches Measure requires the Church to be inspected every five years, it should be realised that serious trouble may develop in between surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches Measure 2018 to make an annual inspection of the fabric and furnishings of the Church and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. Guidance on these inspections and statutory responsibilities can be found on the Churchcare website.
- d) Rainwater gutters and downpipes One of the most common causes of damage in Churches is the blockage of the rainwater gutters and downpipes. The PCC are strongly advised to either clean out gutters and downpipes at least once a year, or enter into a contract with a local builder for the cleaning.
- e) Insurance cover The PCC are reminded that insurance cover should be index linked so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate.
- f) Electrical installation Any electrical equipment should be tested at least once every quinquennium in accordance with IEE Regulations, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church Log Book. Inspections carried out by the Professional Adviser will normally be based on a visual inspection of the main switchboard and certain sections of the wiring selected at random, without the use of instruments.

- g) Lightning conductor Any lightning conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer and the record of the test results and condition should be kept with the Church Log Book.

- h) Heating installation A proper examination and test should be made of the heating installation by a qualified engineer each summer before the heating season begins, and the report should be kept in the Church Log Book.

- j) Fire extinguishers A minimum of two water type fire extinguishers (sited adjacent to each exit) should be provided and in addition special extinguishers for the organ and boiler house. Large Churches will require more extinguishers and, as a general rule, one water extinguisher should be provided for every 250 square metres of floor area. All extinguishers should be inspected annually by a competent engineer to ensure that they are in good working order. Further advice can be obtained from the fire prevention officer of the local fire brigade and from insurers. A summary of the recommendations is as follows:

<u>Location</u>	<u>Type of extinguisher</u>
General areas	Water (one per 250m ²)
Organ	CO ₂
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil boiler	Foam (or dry powder if electricity on)

Further advice is available on the Churchcare website.

- k) Asbestos It is a duty of the PCC to ensure that an assessment is made of the church to establish whether asbestos is, or is liable to be present. Further advice is available on the Churchcare website.

- l) Equality Act The PCC should understand their responsibilities under the Equality Act 2010. Further advice is available on the Churchcare website.

- m) Protected species The PCC should be aware of their responsibility where bats and other protected species are present in the church buildings. Further advice is available on the Churchcare website