

Diocese of Durham

**St James the Apostle  
Owton Manor**

*Care of Churches and Ecclesiastical Jurisdiction Measure 1991*

**Quinquennial Report**  
on the architect's inspection on

**5<sup>th</sup> October 2023**

Archdeaconry of Durham  
Deanery of Hartlepool  
An unlisted building | not in a conservation area

Incumbent **Fr Stephen Locke**



Report prepared by

**Sarah Harrison** RIBA

**HARRISON ARCHITECTS STUDIO LTD**

Unit 5, South Acomb Farm, Bywell, Northumberland, NE43 7AQ

Email: [sarah@harrison-architects.com](mailto:sarah@harrison-architects.com) | Telephone: 07917 633 737

## REVISION B

Date of inspection – 05.10.2023

Weather – Mostly overcast, some showers.

Date of report – October 2023

Date of previous report – January 2017

## PART ONE

- 1.1 I have made a thorough general survey of the condition of the church and grounds. The inspection was such as could readily be made from ground level and ladders. I have not inspected woodwork or other parts of the structure which are covered, unexposed or inaccessible and I am therefore unable to report that any such part is free from defect. None of the services were tested. Damp meters were not used.
- 1.2 It is not obvious that there are any asbestos containing materials in the church (except possibly the floor tiles to the WC), from previous reports it is noted that the PCC have carried out a risk assessment and have established that there is no asbestos within the building, this assessment was not viewed at the time of inspection. The parish should make themselves familiar with the guidance provided to parishes by the HSE through The Church of England website, Ecclesiastical insurance also produce a useful guide.
- 1.3 We must stress that we have not carried out any investigation to determine whether any high alumina cement was used during the construction of the building inspected and we are therefore unable to report that the building is free from risk in this respect. In view of the possible potential danger connected with high alumina cement we strongly recommend that the appropriate investigations, inspections, and tests be carried out immediately by a suitably qualified engineer.

### Brief description

- 1.4 The church was completed in 1957 to the design of Cordingley and McIntyre Architects and consists of: Three bay nave; chancel with apse, vestry, toilets and kitchen (referred to as ancillary buildings in the previous reports). There is an entrance vestibule to the west end. The main body of the church is of concrete portal frame supporting a shallow pitched concrete portal frame roof clad with copper, based on investigations by the former architect on similar churches listed below there is likely timber structure between boarded both sides. Infill walls are facing brickwork. The north and south elevations are punctuated with tall concrete framed windows with exposed aggregate panels below. The ancillary areas are of load bearing brickwork supporting flat concrete roofs faced in single ply membrane. The heating is by twin gas fired boilers situated in the remodelled ancillary rooms.
- 1.5 St. James is one of other churches in the Diocese by Cordingley and McIntyre:
  - i. 1938 Lobley Hill, All Saints
  - ii. 1939 East Darlington, St Herbert
  - iii. 1929 Bishop Wearmouth, St. Nicholas
  - iv. 1954 Newton Aycliffe, St. Clare
  - v. 1956 Stockton on Tees, St Chad
  - vi. 1956 Peterlee, St. Cuthbert
  - vii. 1959 North Wearside, St. Cuthbert, Red House
  - viii. 1962 Leam Lane, St. Andrew
- 1.6 The church has an open grassed frontage to the road and small enclosed memorial garden to the rear. The vicarage sits to the northwest, with an undefined boundary, and is outside the scope of the report.
- 1.7 The church is of an age where RAAC could be present, from plans and drawings available from other churches designed by the same architect, of the same age, it appears unlikely however a specialist should be contacted should the PCC deem there is a risk. I am informed there was no RAAC used in the more recent construction of the Stella Maris room.

## Summary of structural condition

- 1.8 Overall, the building structure has changed very little in recent history. The movement and cracking externally to the southwest has not progressed. The primary issue remains the continuous deterioration and spalling of the external concrete, specifically the columns to the apse. Their condition has worsened and therefore I would now deem it necessary to consult a concrete expert, as it is also apparent that historic plastic repairs have failed. The issue is also present to the overhanging soffits, but their deterioration looks to be at a slower rate.
- 1.9 The reason for the previous repairs failing is that once the reinforcement has been exposed, oxidation will lead to rust and therefore expel any surface application on top of this.

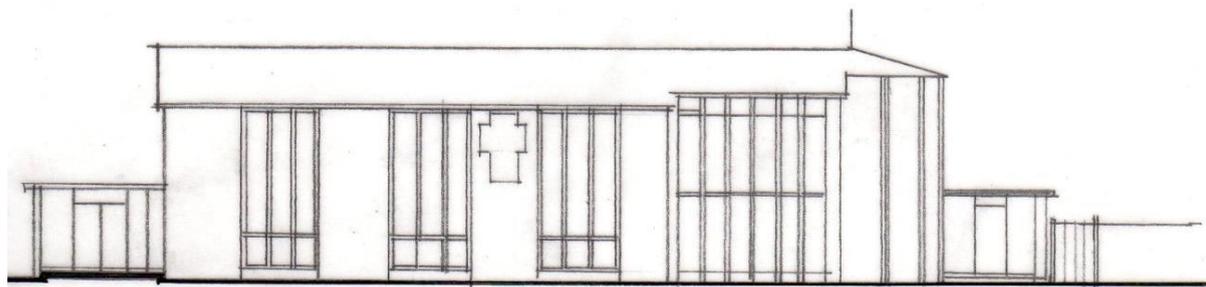
## Recent works

- 1.10 The logbook was available at the inspection, it mainly focused on routine maintenance items and included entries from February 2022. The Churchwarden noted that roof over the ancillary rooms was replaced on a like for like basis (in felt) in summer 2023. This should be added to the logbook with the details of the company who carried out the works.

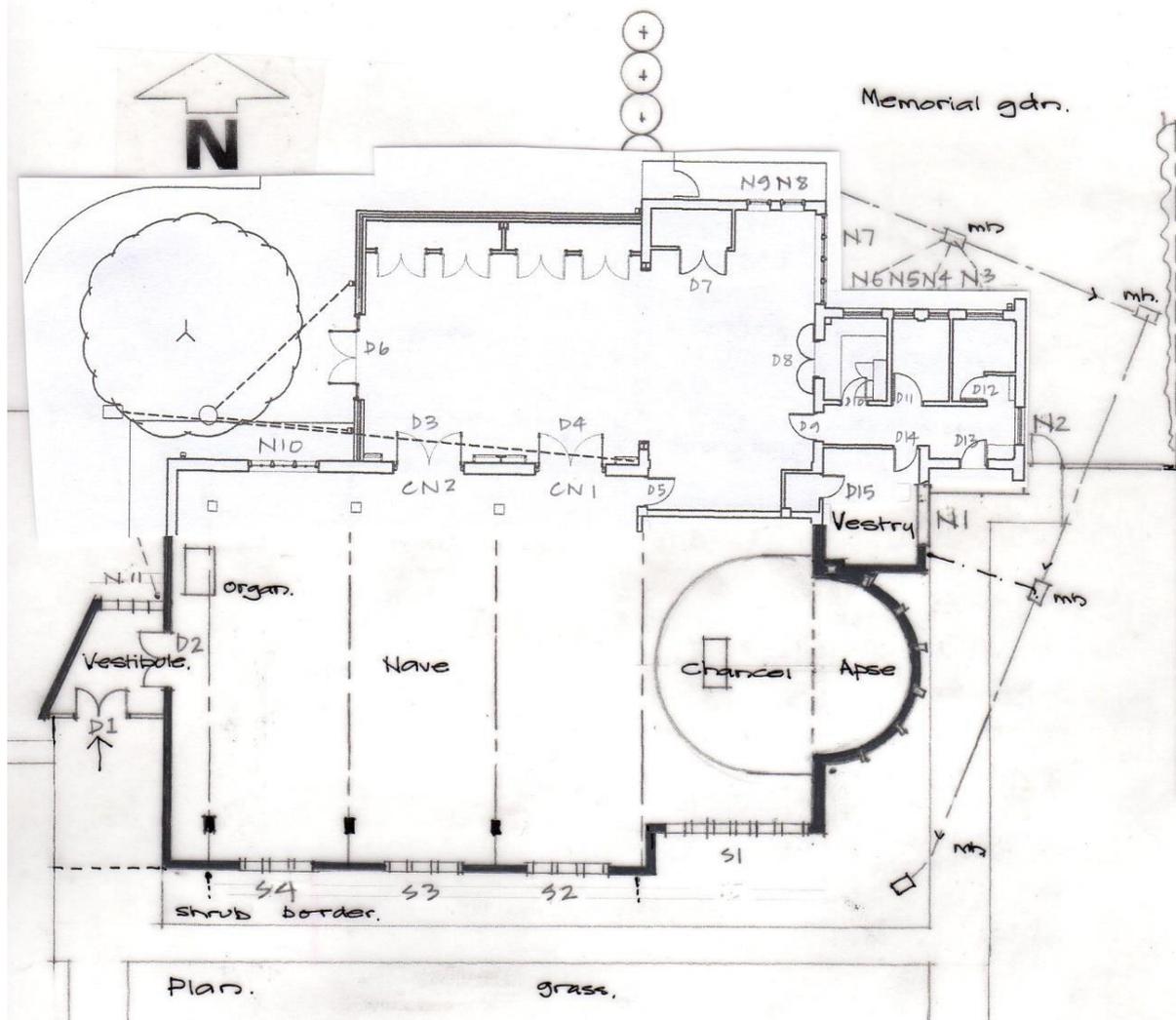
## Previous Inspections

- 1.11 This is the author's first inspection of the church. The inspection was accompanied by the previous quinquennial inspector, Mr. David Beaumont, to whom I would like to give my thanks. The dual inspection allowed for continuity of information. The previous two reports by Mr. Beaumont were also made available to me.

Plan of the Church (Courtesy of previous QI Architect – Mr David Beaumont)



South Elevation.



Plan.

Grass.

CHURCH OF ST JAMES THE APOSTLE  
OWTON MANOR  
HARTLEPOOL

## PART TWO

### DETAILED DESCRIPTION OF THE EXTERIOR

**2 Roof** An original copper standing seam to the nave, chancel and apse, single ply or felt flat roofing to the ancillary spaces.

#### 2.1 Nave

- i. South slope – standing seam copper roofing divided into bays, ripples in the metal.
- ii. North slope – same condition as south, ripples not as bad as the south as more sheltered.
- iii. West slope – barge board is in copper, no defects to report, the cross at the ridge was unable to be checked for stability.

#### 2.2 Chancel

- i. South Slope – Generally the same condition as the Nave. 1 clip loose and a small amount of debris has built up on the bays.
- ii. North Slope – Some rippling but otherwise ok.

**2.3 Apse** – OK, some rippling as per the Nave, limited view from ground level.

#### 2.4 Stella Maris:

- i. This has single full ply 'Flagon' roof membrane installed as part of the 2010 extension.
- ii. Following a period of rain, there was a lot of sitting water on this roof, especially to the east section and the west side. All outlets were completely blocked, and water was pooling in outlets.
- iii. The roof remains slight spongy underfoot with it being laid on insulation boards but is also incredibly slippery with moss build-up from standing water.
- iv. The flashings to the nave appear ok.
- v. The rainwater outlets from the Nave discharge onto this roof – see section 3.
- vi. There are pipes penetrating the membrane with no form of cowl to prevent water ingress.
- vii. The **lantern** has of moss and algae build-up on the glass needs clearing and gutters require regular clearance as the moss build-up was significant.

#### 2.5 Ancillary Rooms:

- i. The felt roof to this area was replaced recently following a leak in the Stella Maris room. The installation is average, cuts around pipe penetrations are not flashed correctly and could lead to future issues. There is also an area of pooling to the southeast of this roof, at the base of the outlet, felt is not designed to withstand large areas of standing water.



Figure 1 - Undulation to copper roof and debris on top



Figure 2 – Stella Maris roof



Figure 3 – Stella Maris roof Figure 4 – Lantern



Figure 5 – Felt finish to pipe penetrations.

- ii. The small service cupboard to the east has a concrete roof that is wet with alge growth but is holding up, water appears to be dripping from crack in gutter above, as per item 3.6. This roof could be covered with felt if the concrete condition deteriorates.

### 3 Rainwater System, Drainage

3.1 **General:** A mixture of rusting lead and UPVC downpipes from copper gutters to the nave, chancel and apse and outlets through overhanging soffits elsewhere to flat roofs. The UPVC downpipes are faded brown to the front, now faded and a mixture of grey and soil pipe replacements to the rear. All cast iron rainwater goods require decoration or replacement. All gulleys require clearing to ensure good flow.

#### 3.2 Nave:

- i. North side – Copper gutter leading to plastic downpipes. The far east end is dropping as there are screws missing and loose to the fixings. The base of the downpipe is loose as a bracket has been lost, it has also been replaced with underground soil connectors, this is liable to cracking as the material not UV protected.
- ii. South side –Copper leading to plastic, as per North. Gutter bracket loose on far east and west of the nave, causing gutter to slump at the ends.



Figure 6 – North Nave Gutter

3.3 **Chancel:** North and South side – same design as the nave, appears ok, but some joints were dripping to the north side, to the northwest abutment to the nave, green staining on the wall indicates a leak here.

3.4 **Porch Roof:** Covering as per the Stella Maris room, only viewed from ground level, appeared ok but outlet should be cleared to maintain flow.

3.5 **Stella Maris:** 2No. downpipes to gulleys that are both blocked,

3.6 **Apse:** Curving gutter same design as the nave, the northeast side appears to be dipped and water is dripping from a crack, this could be linked to item 9.2. To the south side the swan neck of the downpipe is also leaking.

3.7 **Ancillary Buildings:** Leaking downpipe on north side. Missing gully grid.



Figure 6 – North Nave Downpipe

### 4 WALLS

4.1 The brickwork is in good condition across all facades, with only minimal loss of lime-based pointing. The soffits see progressive loss of concrete as the rusting re-enforcement causes the face to spall, the soffits are generally not directly over public footways, but action is now required to determine a repair strategy. The window frames are deteriorating, and the south elevation has seen numerous glass replacements of varying quality, replacement will need to be considered when funding allows.



Figure 6 – North Nave Downpipe



Figure 7 – Apse concrete fins

4.2 **Apse:** Semi-circular brickwork in good condition with projecting crosses in brickwork, some of these have chipped corners. The structure has reinforced concrete fins leading up to the concrete frame within the roof. These are spalling in many locations, as it would appear that the reinforcement was installed too close to the surface. It has been patch repaired in the past, those have come away and so this requires a greater level of intervention than just patching. At several locations the rusting reinforcement is showing which will only worsen the spalling, all of the fins see this issue to varying degrees. It is suggested that a concrete specialist is consulted. Concrete also spalling at soffit in several locations to the apse.



Figure 8 – Soffit



Figure 9 – former repair



Figure 10 – new spalling



Figure 11 – south fin

#### 4.3 Chancel:

- i. South side – some slight cracking at the soffit. Wall has brickwork piers with green chipping aggregate panels and these are in fair condition, lower panels have gaps in pointing to the sides. Generally, the brickwork here is all sound. Windows within are all in poor condition and losing putty in several locations, multiple glass type replacements in several styles.
- ii. North side – as seen from the roof of the Stella Maris Room construction as per the south side– brickwork appears ok, concrete heads and cills chipped in places. Windows in poor condition.
- iii. East end – brickwork is in good condition, concrete spalling at soffit to the north.



Figure 12 – Gap in aggregate panel

#### 4.4 Nave:

- i. East side – brickwork same as chancel, in good condition.
- ii. South side – some wear to the decoration on the soffit. Brickwork is in good condition, within that are three large concrete framed window apertures some historic movement reported in last inspection and very little change in condition. Working from west to east:
  - Window 1 – one cracked pane, poor decoration.
  - Window 2 – poor decoration, slight cracks to junction of concrete mullion.
  - Window 3 – some slight movement to the base of the mullions at the cill and to the aggregate panel. Cracking to the fixings to both ventilators, as last inspection. The joints

to the cill would benefit from re-pointing.

- iii. West side – brickwork in fair condition, historic diagonal cracking on the southwest corner that has a glass tell-tale on it which hasn't snapped indicating no change since the last QI. The open joints to this historic crack would benefit from re-pointing which would allow closer monitoring of any progressive movement. There is no obvious concrete spalling at the overhanging verge. To the rear of the church there is a lot of debris and a piece of heras fencing leant against this elevation, this should be cleared if not used.
- iv. North side – same design as the south but now enclosed by the Stella Maris room. Brickwork ok generally, minor open perp joints to upper west end. There is significant loss of mortar at the top of the mullions at high level to a number of window openings. The windows themselves are in slightly better condition to the south side, but still deteriorating. There is a small crack to the lower mullion, dowel pins may be rusting and leading to joints opening up.



Figure 13 – North Nave Mullion

#### 4.5 Porch:

- i. South side – decoration coming away to the eaves overhang. Brickwork in fair condition. Doorway has concrete surround with some slight cracking to the base at the western side. Pair of double doors in fair condition, the slave leaf catches and is difficult to lock in place.
- ii. West side – eaves overhang the same as the south. Diaper patterned brickwork in good condition. Foliage and debris to the base of this wall should be managed/ removed as per the last report to allow inspection and control invasive species such as ivy.
- iii. North side – mostly enclosed by a glazed timber screen in reeded obscure glass. Loss of one piece of reeded glass, severely rotten at west end of cill.



Figure 14 – Rotten cill



Figure 15 – West Stella Maris Doors

#### 4.6 Stella Maris Room (2009 addition):

- i. West side – some paint marks on the brickwork, but generally ok. The fascia and soffit are very dirty from water staining and would benefit from cleaning. Concrete doorframe and adjacent wall to the bottom right is stained and appears damp, this could be from overflow of roof water, therefore it is vital to keep the outlets clear. The paving also falls slightly towards these doors, which should be rectified or an ACO channel added, linked to nearby gully. This appears to be linked to damp staining inside at item 10.3.
- ii. North side – green staining to brickwork at low level, no clear link but also moss staining to UPVC fascia, suggesting water could be pooling above.

#### 4.7 Eastern Part of Stella Maris Room (original construction):

- i. North side – eaves overhang decoration deteriorating. Brickwork okay. Some slight loss of pointing to the bottom of the window surrounds. 2No UPVC windows in fair condition and two boiler flue penetrations ok.
- ii. West (small return to new construction) – staining as water drips down wall, appears to be tracking from junction with roofing membrane and small piece of wooden fascia between, this should be changed for a continuous seamless solution.
- iii. East side – damp patch at the base of the wall, appears as if the flags could have a fall to this area. Vegetation growing to



Figure 16 – Timber fascia at item 4.7.ii

base of wall should be removed. Consider removing flags and inserting French drain to aid good drainage. 3no windows in concrete frame, all UPVC and in average condition.

#### 4.8 Ancillary rooms:

- i. South side - concrete soffit decoration is flaking and minor concrete spalling but less so than elsewhere. Brickwork is in fair condition. Entrance door to rear requires re-decoration of both door and frame. Its concrete frame around it is okay though there are gaps in the pointing to the sides, though not enough to be of concern. Concrete steps below are ok.
- ii. The brickwork of the boiler room and vestry is in good condition. There is guarding to the vestry window that looks a little unsightly, though no defect decoration (or removal) will be required soon. Some vegetation growth and leaf build up in this area.
- iii. East side - brickwork in reasonable condition. Rusting window with guarding. There is a very large build-up of leaves and debris against this elevation next to the gate which requires clearing as brickwork to the bottom few courses is beginning to green.
- iv. North side - decoration needed on the eaves overhang; the new felt is not finished well. The brickwork is fair but has some damage to service penetrations. One new plastic window to the kitchen and three older galvanised windows all with loss of decoration. Damp staining to base of wall, particularly to paved area near gulley. Ensure all gulleys are clean and flowing.



*Figure 17 – Windows to WC*



*Figure 18 – East of Ancillary rooms*



*Figure 19 – North Ancillary Rooms*

## DETAILED DESCRIPTION OF THE INTERIOR



Figure 20 – Ladder to boiler room

### 5 Boiler Room:

- 5.1 Concrete ceiling & shuttering
- 5.2 Walls – painted brick
- 5.3 Floor – concrete reported at last QI but fully submerged in water at time of inspection.
- 5.4 The room houses a redundant old boiler and lumber that needs clearing out, very cluttered and leaf filled at base of ladder. Slightly rusty vertical ladder to the louvered door which has lost a louvre and very difficult to open, catching on cill and frame.

### 6 Lobby:

- 6.1 Ceiling – Relief paper
- 6.2 Walls – exposed brickwork in fair condition.
- 6.3 Floor – stone slabs. Recessed matwell at entrance.
- 6.4 Doors – glazed 10-pane double doors into nave in good condition but closers need attention, and they catch slightly. Front doors as per item 4.5) i.

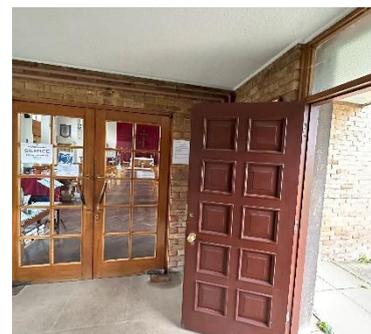


Figure 21 – Lobby and front doors



Figure 22 – Plaster near Nave door

### 7 Nave:

- 7.1 Ceiling – Painted fibre board, slight sag to boards but similar to photographs from previous inspection. Exposed concrete frame in good condition, likely timber structure between portal frames unable to be viewed.
- 7.2 Walls – plastered walls generally in good condition, slight cracking below cill to northwest window though not of concern. There is also cracking to the plaster near the new door, however this could be where new plaster has not been well bonded to existing – monitor. The condition of the paint behind the radiators is poor, most likely due to condensation build-up.
- 7.3 Windows & Doors - The windows are in varying states of glazing and have been commented on in the external walls section. Doors to the Stella Maris room ok.
- 7.4 Floor – hardwood herringbone block flooring in good condition overall with the exception of some raised loose blocks near the side doors and poorly filled in places.



Figure 23 – Floor raised/ loose

### 8 Chancel:

- 8.1 Ceiling and walls – as nave.
- 8.2 Floor – as nave with stone step with some open joints and candle marking. Raised timber platform to the altar with some staining to the carpet.



Figure 24 – Apse wall discolouration

### 9 Apse:

- 9.1 Ceiling – curvilinear, painted out ceiling in good condition.
- 9.2 Walls – Curved painted wall, to the north side there is some staining/ discolouration which initially looks to be from condensation but is much worse on the north side, therefore

could be linked to rainwater issue at item 3.6.

9.3 Floor - Some marking to the carpet, two steps up to timber suspended dias (platform).



Figure 25 – Staining to floor

## 10 Stella Maris Room: Built 2010

10.1 Ceiling – suspended in metal grid, there are several damp patches which is reportedly related to a leak from the old felt roof which has now been replaced. These tiles should be replaced and monitor for any further leaks.

10.2 Walls – all plastered brickwork and okay.

10.3 Floor – solid with carpet, there looks to be staining on the carpet to the west side, adjacent to the UPVC doors. This could be linked to the external paving and damp at items 4.6 and 26.3.

10.4 General – large room with roof lantern bringing light to the centre, would benefit from extra built in storage as much is 'heaped' in corners. Double doors into the nave that slam slightly when closing or don't close fully.

## 11 Boiler cupboard:

11.1 General – contains a pair of Glow Worm Ultimate Boilers with Grundfos pump. Also provides rudimentary shelving and space for table and chair storage plus cleaner's equipment and flower items. If additional storage provided elsewhere this room could be more organised. The doors catch when closing and there is a bare wire hanging to the right hand side of the doors.

## 12 Kitchen:

12.1 Ceiling – Ceiling tiles in metal grid, there is an area near the window where the tiles are stained, this is reportedly from the kettles over boiling and condensation forming. The tiles should be replaced and the issue monitored.

12.2 Walls – Plastered and boxed out to the corner. Dated kitchen cabinetry covering most walls, usable but would benefit from updating when funds allow.

12.3 Floor – Brown cord carpet, average condition.

12.4 General – small galley kitchen with sink, and hot water boiler. Bars and blinds to window make this room dark – are these necessary?



Figure 26 – Staining to kitchen ceiling

## 13 Accessible WC:

13.1 Ceiling - as other ancillary rooms

13.2 Walls - Damp showing on the north wall by the pan. Leak on cold water feed to sink is making wall behind very damp, issue also reported at last QI so ongoing issue requires intervention.

13.3 Floor – vinyl tiles, church should check if these contain asbestos – no report available at time of inspection.

13.4 Dated but usable. Basic fittings, Door doesn't latch into the frame.

## 14 Alternative WC:

14.1 All finishes as per Accessible WC. Flooring in poor condition, would benefit from replacing.

14.2 General – All acceptable but very dated, one wall has been painted, paint and clutter fill room and should be stored elsewhere. Locking is by bolt and is not acceptable as people can become trapped inside with no emergency access.



Figure 26 – Alternative WC



Figure 27 – Water tank above vestry

## 15 Vicars Vestry:

15.1 Ceiling – Fibreboard ceiling, showing condensation marking and water damage. Hatch to void adjacent to nave, containing water tank. Tank should be emptied/ removed.

15.2 Walls – are plaster and decoration is coming away where they can be seen. Lots of clutter in room prevents good access.

15.3 Floor – solid, carpeted in average condition.

15.4 General – the room is very full of cupboards and fittings etc. and really does need completely updating. The room has an ancillary space

containing the two safes, there is a crack to the ceiling and wall in this store although these appear historic. The barred and double curtained windows look poor and do not let adequate light into the space.

## 16 Corridor

- 16.1 Ceiling – Fibreboard painted, with staining near accessible WC door, unknown if recent so should be cleaned/ decorated and monitored.
- 16.2 Walls –plastered and painted, all ok as far as can be seen. Some built-in storage and cupboards.
- 16.3 Floor – carpeted with slight undulations but in reasonable condition.
- 16.4 General – contains the cleaner cupboard with the incoming distribution board and meter. Door to the rear access catches on the carpet.



Figure 28 – Vestry window

## 17 Fixtures and fittings:

- 17.1 Altar in oak from the Ryton War Memorial
- 17.2 Lectern and font by Cordingley & McIntyre
- 17.3 Loose chairs
- 17.4 Pipe organ by the Vincent Organ Co., Sunderland. Last overhauled in 2015.



Figure 29 – Altar

## 18 Bells: none

## 19 Electrical

- 19.1 Electricity: Consumer unit in corridor of ancillary rooms. Sub main to fuse box in Stella Maris room. Last tested September 2019.
- 19.2 Lighting: The church comprises mostly of LED floodlights within the nave and chancel with one downlight in the apse and other spots in the chancel, the LED's give a very cold, bright light across the Nave. The remaining areas are in fluorescents.
- 19.3 PAT: last test was carried out in 2022, testing is now carried out bi-annually as the PCC struggled to find companies interested in the works. The PCC should ensure this meets the requirements of the insurance and wider CoFE guidance.



Figure 30 – Twin boilers

## 20 Heating

20.1 Heating: by twin gas fired Glow Worm boilers within the Stella Maris room providing hot water pumped through standard diameter pipes to panel radiators. Serviced annually. The system is partially zoned. There was a record of work carried out to the system with a Gas safe Building Regulations Compliance certificate from November 2019 and the Churchwarden reported the system works well.

20.2 Gas meter: located externally by the vestry.

## 21 Lightning Conductor – None

## 22 Fire Precautions

22.1 The PCC has carried out a Fire Risk Assessment in accordance with latest Regulatory Reform (Fire) Order 2006 (details available via the DAC, the local Fire Officer and/or the internet).

22.2 Fire extinguishers, test date July 2023 as follows:

- i. Kitchen – 2kg powder.
- ii. Vestry – 2kg powder.
- iii. Stella Maris Room – 9ltr water x 2
- iv. Water and Sanitary facilities
- v. Boiler House – 3kg powder.
- vi. Chancel – 9ltr water

## 23 Water and Sanitary Facilities

- 23.1 Water: the service enters at the east on the north side with a stop tap in the kitchen. Sink in kitchen; two toilets and handwash basins.
- 23.2 Foul drainage: connected to the highway. Surface water drainage: soakaway drainage to the rear of the property for the Stella Maris room and the remainder is assumed to be connected to the highway. The ground to the rear is sodden, the churchwarden noted that he tried to keep the system clear, additional runoff should be provided if the rear ground floods.

## 24 Accessibility

- 24.1 There is level access throughout the site and is level up to the chancel. The rear door is not accessible, however there are multiple others which are.
- 24.2 Sound system installed in 2011, comprises microphone at lectern and pulpit, two lapel mics, amplifier and two speakers. Also fed into the Stella Maris room.

## 25 Security

- 25.1 Deadlocks at the outer doors. Windows to the south remain the most at risk. Large safe in Vestry.
- 25.2 Generally, insurer's advice is that churches are safest if not locked during the day, provided valuables and matches are locked away. However, advice specific to St James may differ and the PCC should consult their insurer.

## 26 Grounds, boundaries, paths, trees

26.1 **Eastern Boundary**- rear of church: Shrubs, a Sycamore, and Scots Pine in fair condition, but close together for two mature trees, consider their futures. The boundary itself is a chain link fence.

26.2 **North Boundary**: Mixture of fencing, where the old timber fencing has broken down loose heras fence panels have been loosely arranged with rope ties. Two beech trees and a silver birch. The western end is rather overgrown and is quite dense with planting- this should be managed to ensure it doesn't become invasive. There is a back way to the vicarage garden. At the eastern end there is a small area set aside for ashes.

26.3 **West boundary**: This opens out on to the vicarage site so it is bounded by the tarmac drive. Very muddy and not well drained. Could be maintained to a better standard, paving outside of double doors from Stella Maris room is slippery. To the front of the church a low level dividing wall from the vicarage is breaking up at the mid step and a little overcome by vegetation. A tall timber fence to the neighbouring property.

26.4 **South boundary**: To the highway and is separated by a large grassed area and paving which has been repaired.

26.5 **East boundary** – south side: On to housing with timber fencing and a low brick wall that looks okay.

26.6 **General**: Paths to front generally concrete paviours, some undulation to finish. The plastic grille over a road gully by the side of the porch entrance is partially missing. At the vicarage entrance, the area just to the side of the footpath is eroded now. A tin shed to the rear stores goods for the church, consider additional storage internally.



Figure 31 – West low level wall



Figure 32 – Footpath undulation to bottom left of picture



Figure 33 – Northeast corner

27 **Archaeology** - No records available within the previous Qis. Consultation with the county archaeologist should be considered if any further groundworks planned.

28 **General comments**

28.1A characterful church, with interest added from the concrete curvilinear forms and generous level of lighting. The most pressing issue is the deterioration of the reinforced concrete fins at the apse and soffits throughout the rest of the Apse, Chancel and Nave. Specialist advice should now be sought to create a strategy for their repair. Secondly, with a drive to more sustainable churches, the large windows would benefit from replacement, alongside the smaller windows to the ancillary rooms.



*Figure 34 –Apse Concrete fins*



*Figure 35 – Reinforcement exposed*



*Figure 36 – South Windows*

## PART THREE

## Summary of repairs in order of priority

Category	Description	Item ref	Budget Costs
<b>Category 1</b> - Urgent, requiring immediate attention.			
1	Clear outlets to flat roofs	2.4ii, 3.4	£0- £1,999
1	Install appropriate cowl to pipes	2.4vi	
1	Fix all gutters securely with fall to outlets and ensure all gutter joints are sealed	3.2i-ii, 3.3, 3.6, 3.7, 9.2	
1	Clean all gulleys and ensure flow of water is away from building, if not correct or install ACO drain	3.5, 4.6, 10.3, 26.3	
1	Contact expert to progress plan for concrete spalling issue*	4.2-4.8	
1	Clear all vegetation against east elevation	4.8iii	
1	Fix leak to sink	13.2	
1	Remove loose cable from boiler room	11	
<b>Category 2</b> - Requires attention within 12 months.			
2	Re-fix clips to roof	2.2i	£0- £1,999
2	Clean lantern roof and gutters	2.4vii	
2	Re-point side of aggregate panels and top of mullions to window apertures	4.3i-ii, 4.4i-iv	
2	Replace rotten cill to porch	4.5iii	
2	Return roof covering over timber infill piece	4.7ii	
2	Remove debris from old boiler room, ensure pump is working to clear water and fix door	5	
2	Fix loose floor blocks	7.4	
2	Replace kitchen and Stella Maris ceiling tiles	10.1, 12.1	
2	Ease WC door and replace locking mechanism	13.4, 14.2	
<b>Category 3</b> - Requires attention within the next 12-24 months.			
3	Re-decorate and ease rear access doors	4.5i, 4.8i, 16.4	£0- £1,999
3	Ease doors to Stella Maris and monitor plaster cracking	10.4	
3	Remove former water tank in vestry void or empty	15.1	
<b>Category 4</b> - Requires attention within the quinquennial period.			
4	Prepare for replacement of windows when funding allows	7.3, 4.4ii	£30,000-
4	Monitor external wall and remove intrusive vegetation	26.3	£49,999
<b>Category 5</b> - A desirable improvement with no timescale.			
5	Consider felt roof if concrete roof deteriorates	2.5i	£0- £1,999
5	Replace soil pipe downpipe sections with UV stabilised material	3.2ii	
5	Consider installation of French drain to rear	4.7iii	
5	Consider the removal of window bars (when windows replaced if necessary)	12.4, 15.4	
5	Update fixings and decoration to WCs and Vestry	13, 14, 15	
5	Consider more permanent solution to heras fencing	26.2	
<b>Advice</b>			
*Costs are not yet defined for the remedial works to the concrete issue work or when this should be scheduled, but the PCC should plan for expenditure in the order of £35K in the next 5-10 years			£30-40k

## AREAS NOT INSPECTED (The following list may not be exhaustive)

- Any under floor voids (where present)
- High level roof coverings seen only from ground level
- Covered concrete
- Internals of shed

## ADDENDUM to the SURVEY REPORT - Required under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991

### Advice to the PCC

This is a summary report; it is not a specification for the execution of the work and must not be used as such. The professional adviser is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs. The PCC is advised to seek ongoing advice from the professional adviser on problems with the building. The repairs recommended in the report will (with the exception of some minor maintenance items) be subject to the faculty jurisdiction. Guidance on whether particular work is subject to faculty can be obtained from the DAC. The PCC minutes must record that an application is being made for permission or faculty and a copy of that minute must accompany the application together with a full specification, drawing where appropriate and an estimate of the cost of the work. In any application for grant aid a full specification is always required.

- **Logbook**

The parish has a duty under Canon F13(4) to keep a Log Book recording all work carried out on the building. I commend this practice to the PCC. Not only does it help the inspecting architect but it can prove a valuable aid to the parish.

- **Fire Safety Advice** can be found at <https://www.firesafe.org.uk/places-of-religious-worship/>  
<https://www.ecclesiastical.com/risk-management/church-fire-articles/>

- **Electrical Installation**

Any electrical installation should be tested at least every five years in accordance with the recommendations of the Church Buildings Council. The inspection and testing should be carried out in accordance with IEE Regulations, Guidance Note No. 3 and an inspection certificate obtained in every case. The certificate should be kept with the Church Logbook.

- **Heating Installation**

A proper examination and test should be made of the heating system by a qualified engineer each summer before the heating season begins, and the report kept with the Church Logbook

- **Lightning Protection**

Any lightning conductor should be tested at least every five years in accordance with the current British Standard by a competent engineer. The record of the test results and conditions should be kept with the Church Logbook.

- **Asbestos**

A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. Further details on making an assessment are available on <http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/health-safety-security/asbestos>

- **Equality Act**

The PCC should ensure that they have understood their responsibilities under the Equality Act 2010. Further details and guidance are available at <https://www.churchofengland.org/resources/churchcare/advice-and-guidance-church-buildings/accessibility>

- **Health and Safety**

Overall responsibility for the health and safety of the church and churchyard lies with the incumbent and PCC. This report may identify areas of risk as part of the inspection but this does not equate to a thorough and complete risk assessment by the PCC of the building and churchyard.

- **Bats and other protected species**

The PCC should be aware of its responsibilities where protected species are present in a church. Guidance can be found at: <https://batsinchurches.org.uk/>

- **Sustainable buildings**

A quinquennial inspection is a good opportunity for a PCC to reflect on the sustainability of the building and its use. This may include adapting the building to allow greater community use, considering how to increase resilience in the face of predicted changes to the climate, as well as increasing energy efficiency and considering other environmental issues. Further guidance is available on <http://www.churchcare.co.uk/shrinking-the-footprint>

- **Maintenance**

Continual vigilance to guard against blockages in gutters and the rainwater system as a whole is needed. Every parish must find for itself a reliable procedure to ensure that gutters, ground gutters, gullies and drains are kept clean. Gutters and pipes should be checked at least twice a year. If the Log Book is used as a check list of action every year and kept as an up to date record this will itself act as a reminder.

- **Church wardens' inspection**

Although the Measure requires the church to be inspected every five years serious trouble may develop in between these surveys if minor defects are left unattended. It is recommended that the wardens should make or have made a careful inspection of the fabric at least once a year and arrange immediate attention to such matters as displaced slates and leaking pipes.

- **Insurance**

The PCC is advised that insurance cover should be reviewed annually to take account of any rise in the cost of rebuilding. The PCC should also take note of any specific conditions or risk improvements required by the insurer alongside all of their standard conditions of cover

NOTES:

**HARRISON ARCHITECTS STUDIO LTD**

Unit 5, South Acomb Farm, Bywell, Northumberland, NE43 7AQ