PARISH CHURCH OF ST. LUKE
USHAW MOOR

DIOCESE OF DURHAM

QUINQUENNIAL INSPECTION
2021
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## SECTION 4  SUMMARY OF WORK 33
SECTION 1  GENERAL DESCRIPTION

1.1 Location and site

The Church is situated on sloping ground to the north of the B6302 Cockhouse Lane some 350metres west of the village of Ushaw Moor

It shares the site with the Church Hall further to the west.

It is not within a Conservation Area.

There is no car park within the grounds.

There is no cemetery.

Ordnance Survey map reference NZ 226 426

Consultation with the Diocesan Archaeological Advisor and Local Authority Archaeologist indicates that the church and its site are of no archaeological importance.

1.2 General description of the church

- The Church, built in 1912 to designs by Charles Hodgson Fowler and William Henry Wood, was consecrated in 1918

- The church is not listed.

- The somewhat austere red brick basilica form of seven bays, belying a welcoming interior, has a symmetrical plan consisting of a nave with clerestory, north and south aisles set on an east west axis.

- The raised choir and sanctuary continue the nave ridge with clergy and choir vestries to the north and south.

- The organ chamber on the south side of the choir breaks through the aisle roof at right angles terminating in a gable end.

- The original boiler house is set beneath the Clergy vestry on the south side with external stepped access.

- An open single bellcote is positioned above the west end of the nave.
• The walls are of smooth red brick with sandstone cappings to the south porch entrance steps walling and to the bellcote.

  Internally the walls are finished in plaster with timber dado panelling. The fair-faced brick arches to the nave piers and to the window heads and surrounds, are painted.

• The low pitched main roofs and mono pitched aisles are of simple timber construction with queen posts, purlins and rafters beneath a covering of Welsh slates.

  The floors are of solid construction with pine block floors finished in a herringbone pattern, overlaid with carpet runners.

  The Sanctuary Is similar with Pine block floor overlaid with carpet.

  The Vestries have solid concrete floors with carpet coverings.

• Artificial light, power, and heated water by mains electricity. (o/h supply)

• There is mains water.

• There is mains gas.

• Three gas-fired boilers in the Choir Vestry supplies hot water to a system of radiators generally and individual fan convectors.

• There is a mains drainage system for foul water and surface water. The basement ex-boiler room drainage is also connected to mains drainage.

• There is an accessible toilet in the Church Hall adjacent.

**Accommodation comprises**

- Nave
- Choir/sanctuary
- South Aisle incorporates Organ Chamber and Choir Vestry.
- South Porch
- North Aisle, Incorporates Vestry Lobby and Vicars Vestry.
- North Entrance
- Basement ex-boiler room/meters (beneath Choir Vestry)
1.3 General Condition

The church is well cared-for and appears in good structural condition – some excellent work has been done.

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 work:

Annual maintenance items
- Clearing gutters/downpipes and gullies
- Minor repairs to roof slating,

2017
- Rebuild brickwork to South Porch steps and East Vestry steps

2021
- Lightning conductor test
- Gas Safety check
- Full electrical test
- Basement drainage repairs
**SECTION 2**

**SURVEY NOTES**

<table>
<thead>
<tr>
<th><strong>Date of survey</strong></th>
<th>26.10.21</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Town</strong></td>
<td>Ushaw Moor</td>
</tr>
<tr>
<td><strong>Street</strong></td>
<td>Cockhouse Lane</td>
</tr>
<tr>
<td><strong>Type of premises</strong></td>
<td>Church</td>
</tr>
<tr>
<td><strong>Date built</strong></td>
<td>1912</td>
</tr>
<tr>
<td><strong>Main structure</strong></td>
<td>Single storey</td>
</tr>
<tr>
<td></td>
<td>load-bearing smooth red engineering brickwork, simple basilica plan, arched aisle openings with no apse</td>
</tr>
<tr>
<td><strong>Main roofs</strong></td>
<td>Church</td>
</tr>
<tr>
<td></td>
<td>dual pitched, to nave and organ chamber, mono pitched to aisles. 7no. exposed timber queen post nave trusses, timber aisle beams and single purlin. Slate coverings PVC-u rainwater goods</td>
</tr>
<tr>
<td><strong>Location</strong></td>
<td>Urban/ semi-rural setting</td>
</tr>
<tr>
<td></td>
<td>Detached, elevated corner site, gentle downward slope north to south and west to east.</td>
</tr>
<tr>
<td></td>
<td>Metal fenced grounds laid to grass with mature tree (ash) / shrub planting.</td>
</tr>
<tr>
<td></td>
<td>No churchyard. No car park.</td>
</tr>
<tr>
<td><strong>Telephone</strong></td>
<td>07769215910 Peter Witton Church Warden and Treasurer</td>
</tr>
<tr>
<td></td>
<td>07527974045 Farther Carl Peters.</td>
</tr>
<tr>
<td><strong>Sketch plans</strong></td>
<td>Attached</td>
</tr>
</tbody>
</table>
### SECTION 2

#### INDEX

<table>
<thead>
<tr>
<th>2.1 Exterior</th>
<th>General description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1.1</td>
<td>North elevation</td>
</tr>
<tr>
<td>2.1.2</td>
<td>East elevation</td>
</tr>
<tr>
<td>2.1.3</td>
<td>South elevation</td>
</tr>
<tr>
<td>2.1.4</td>
<td>West elevation</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>2.2 Interior</th>
<th>General description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2.1</td>
<td>Porches</td>
</tr>
<tr>
<td>2.2.2</td>
<td>Nave and aisles</td>
</tr>
<tr>
<td>2.2.3</td>
<td>Choir and Sanctuary</td>
</tr>
<tr>
<td>2.2.4</td>
<td>Vestry Lobby</td>
</tr>
<tr>
<td>2.2.5</td>
<td>Clergy vestry</td>
</tr>
<tr>
<td>2.2.6</td>
<td>Organ Blower Room</td>
</tr>
<tr>
<td>2.2.7</td>
<td>Choir vestry</td>
</tr>
<tr>
<td>2.2.8</td>
<td>Boiler Room</td>
</tr>
</tbody>
</table>

2.3 Heating installation

2.4 Electrical installation

2.5 Site and external surrounds

2.6 Specialist reports
2.1 EXTERIOR

GENERAL DESCRIPTION

Roofs
• Dual pitched, timber rafters over purlins supported on 7 Queen post trusses.
• Mono pitched with timber rafters and single purlin to aisles

Coverings
• Welsh slates

Bellcote
• Brick with dressed stone capping.

Flashings
• Lead

Gutters, rainwater pipes
• pvc

Eaves/ gables
• Timber fascias with exposed purlins to gable overhangs and exposed rafters to eaves.

External walls
• Imperial smooth red brickwork

Plinths
• brickwork

Lintels and arches/reveals
• round headed tapered brick soldiers

Pointing
• Flush pointing

Window openings
• Single with semi-circular/ round heads with brick reveals and cills some with hood moulds,
• Circular with stepped reveals, all in brickwork
• Flat brick arches to service doors

Glazing
• Stained/clear glass with lead came.
• Powder coated wire window guards to most; Polycarbonate sheet to W21.

External doors
• Vertical pine boarded with decorative ‘C’ strap work to south door
• Plain boarded to north door, east vestry door and boiler room

Frames
• Painted timber. black pvc-u to south clerestory

Threshold
• Concrete: level access

Lightning conductor
• On west elevation

DPC
• ? slate? Mortar covered

Steps/ ramps
• Concrete steps up at south porch and clergy vestry, down to basement. Ramp at north door
### 2.1.1 North Elevation

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof structure</td>
<td>g good</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roof coverings</td>
<td>f fair</td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td>2</td>
</tr>
<tr>
<td>Gutters</td>
<td>f</td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>upvc</td>
<td></td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>Rainwater pipes</td>
<td>f</td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>(run across aisle roof)</td>
<td></td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>Fascias</td>
<td>f</td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>(painted timber)</td>
<td></td>
<td>Clean out and repair any ridge uneven with some gaps</td>
<td></td>
</tr>
<tr>
<td>External walls</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td>3</td>
</tr>
<tr>
<td>Lintels/arches</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>Windows</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>(clear Perspex guards)</td>
<td></td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>Doors/frames</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>Thresholds</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
<tr>
<td>Decoration</td>
<td>f</td>
<td>Monitor plinth for further deterioration. Seek advice before replacing</td>
<td></td>
</tr>
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</table>

### 2.1.2 East Elevation

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof structure</td>
<td>f</td>
<td>Repair damaged rafter brackets( purlin ends) to north aisle, south aisle, and chancel</td>
<td>2</td>
</tr>
<tr>
<td>Roof coverings</td>
<td>f</td>
<td>Repair damaged rafter brackets( purlin ends) to north aisle, south aisle, and chancel</td>
<td></td>
</tr>
<tr>
<td>(organ chamber)</td>
<td></td>
<td>Repair damaged rafter brackets( purlin ends) to north aisle, south aisle, and chancel</td>
<td></td>
</tr>
<tr>
<td>Flashings/abutments</td>
<td>f</td>
<td>Monitor abutment flashings regularly to organ chamber /vestry roof for damage/ loose pointing</td>
<td>3</td>
</tr>
<tr>
<td>Gutters</td>
<td>f</td>
<td>Clean out / check joints for leaks.</td>
<td>2</td>
</tr>
<tr>
<td>(Organ chamber)</td>
<td></td>
<td>Clean out / check joints for leaks.</td>
<td></td>
</tr>
</tbody>
</table>
Rainwater pipes  f  
**Clean out** / check joints for leaks.  
**Repair** any defective joints.

Fascias  f  
**Repair** /replace rotten fascia boards vestry north

External walls  f

Brickwork  f

Lintels / arches  f

Windows  f

Glazing  ( polycarbonate protection)  f  Polycarbonate badly discoloured  
**Replace** to maximise light and quality of stained glass

Doors/frames  f

Steps (concrete)  f

Decoration  f  
**Decorate** repaired rafter brackets/ purlin ends and fascias

2.1.3 South Elevation

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof structure</td>
<td>f (fair) / nvd (no visible defect)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roof coverings</td>
<td>f</td>
<td><strong>Repoint/rebed</strong> ridge tiles!</td>
<td>2</td>
</tr>
<tr>
<td>Broken ,missing slates</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>at west verge , above</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>w1/1 and W1/3 and close to</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>nave / aisle abutment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flashings/ abutments</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gutters</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rainwater pipes</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>External walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lintels / arches</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows ( clerestory windows replaced 2014)</td>
<td>f/g</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing ( no protection)</td>
<td>f/g</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Doors/frames
Thresholds
Steps (concrete)
Decoration
Cross

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof structure</td>
<td>f</td>
<td>Repair damaged rafter brackets (purlin ends) to nave north</td>
<td>2</td>
</tr>
<tr>
<td>Roof coverings (organ chamber)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gutters (organ chamber)</td>
<td>f</td>
<td>Clean out gutter in annual inspection</td>
<td>2</td>
</tr>
<tr>
<td>External walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows (circular)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing (stained glass by Philip Davies 2009)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plinths</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decoration</td>
<td>f</td>
<td>Decorate/replace lightning conductor protection guard</td>
<td>2</td>
</tr>
<tr>
<td>Bellcote</td>
<td>f</td>
<td>Inspect, bell stock and bell stock pivots by qualified bell hanger</td>
<td>3</td>
</tr>
</tbody>
</table>

2.1.4 West Elevation

Cross at east end not vertical
2.2 INTERIOR

GENERAL DESCRIPTION

Ceilings
- Painted plaster in panels between exposed timber trusses and bracketed purlins
- Boarded within porch lobbies.

Walls
- 5 bay brick arcades separating nave and aisles, with exposed brick arches and plastered brick piers.
- Oaked pine timber framed panels to divisions, screens and dado
- Painted plaster/plasterboard elsewhere.

Floor
- Pine block (herringbone pattern generally on concrete floor, carpet runners with full carpeting to sanctuary

Window openings
- Metal frames set directly into brickwork
- Timber half round to north clerestory, upvc to south

Glazing
- Stained/clear glass within lead cames
- Frames set directly into stonework.

Doors
- 6 panel Varnished ‘oaked’ pine framed inner porch doors leaded cast glass in mid panels.
- Steel facing to south vestry door (choir)

Seating
- Pine pews in nave/and aisles (from Eppleton 2003-replacing chairs), pine choir stalls on pine platform (front row of stalls removed)

Electrical
- Main incoming service overhead from southeast with distribution board in organ chamber and boiler controls in south (choir) vestry. (All rewired 1991).
- o/h supply to Church Hall on southwest corner
- Halogen/tungsten spotlights at piers in nave chancel and aisles
- Plain fluorescent pendant fittings elsewhere
- No emergency lighting.
- No Heat/smoke detector

Heating/ Hot water
- Gas meter in basement .3gas fired Halstead Best 70 balanced flue boilers in south(choir) vestry serve panel radiators and fan convectors
- Electric water heating in south(choir) vestry

Sanitary Fittings
- Inset sink in South(choir) vestry.
Sound system and Induction loop
• Sound reinforcement by way of speakers and induction loop system. (Blaydon Communications) Equipment in Choir (south) vestry

Fire protection
• Gen purpose class A powder in old vestry next organ console/electrical switchgear
• 9l foam in nave west
• 9l water in foyer

Ventilation
• Clerestory hoppers
• Opening casements in vestries
• Fixed wall vent for boiler room

Stairs/steps
• 1 chancel step, 1 sanctuary step
• 1 step up at vestry lobby from nave.

Balustrades
• Oak altar rail

Storage cupboards
• Painted timber board to vestries/vestry lobby.

Altar
• Plain timber. Tripartite plain panelled oak reredos with 5 panel raised and capped centre piece, 3 matching flanking panels.

Pulpit/lectern
• Simple octagonal panelled pine pulpit
• Decorative oak pedestal lectern with eagle

Font
• Stone octagonal pedestal with simple detail and lead lined bowl. No cover.

Screens
• Oaked pine panelled to north and south porch lobbies with leaded glass inserts.
• Timber to Vestry lobby.

Stained glass
• All early c-20th to chancel. Small circular above 3 slender round headed.
• Of note: West window ‘The Gospel Window’ Alan Davis 2008

Organ

Works of art/ artefacts
• Lady chapel altar in pine
• Pedestal lectern in oak
• Aumbry in oak
• Stations of the Cross in north and south aisles

Bells
• Single bell in open bellcote, gifted 1985
### 2.2.1 South Porch

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Painted boards</td>
<td>Paint crazing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td>1 cracked margin to rh leaf</td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Window openings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring (wood block)</td>
<td>f</td>
<td>Lifting below west window</td>
<td></td>
</tr>
<tr>
<td>Electrical</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire protection (9L water)</td>
<td>Nvd (tested 02/21)</td>
<td>Maintain annual service</td>
<td>2</td>
</tr>
<tr>
<td>Ventilation</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mats/Mat well</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coir matting</td>
<td>f</td>
<td></td>
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</tbody>
</table>

### 2.2.2 South Aisle

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td>Blistering paint to plasterwork between w26 and w27</td>
<td></td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Check** rainwater goods from Nave roof and **Repair**
- **Allow** plaster work to thoroughly dry before redecoration
### 2.2.3 North Porch

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork: oak screen</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2.3 North Porch</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ITEM</td>
<td>CONDITION</td>
<td>WORK REQUIRED</td>
<td>PRIORITY</td>
</tr>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork: oak screen</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Electrical | f | • Check and test circuits | 2
Heating    | none |
Fire protection | none |
Ventilation | none |
Mats/Mat well | f |
Coir matting | |

### 2.2.4 Nave

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td>Continue to <strong>monitor</strong> the repaired crack in the brick work arch, east side, inboard of the south porch for any signs of further movement</td>
<td>3</td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows</td>
<td>f</td>
<td>(Upvc replacements)</td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td>(see south aisle above)</td>
<td></td>
</tr>
<tr>
<td>Electrical:</td>
<td>f</td>
<td>• Check and test circuits</td>
<td>2</td>
</tr>
<tr>
<td>internal</td>
<td></td>
<td>floodlights at eaves</td>
<td></td>
</tr>
<tr>
<td>Heating</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire protection</td>
<td>powder 2kg serviced 02/21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ventilation</td>
<td>none</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2.2.5 North aisle

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork (dado panelling)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Window openings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing (mixture of clear and obscure)</td>
<td>f</td>
<td><strong>Repair</strong> cracked glass w2 lower right</td>
<td>3</td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td>(see south aisle above)</td>
<td></td>
</tr>
<tr>
<td>Electrical: 3 spotlights @ arch spandrels</td>
<td>nvd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating: 2 hot water convectors</td>
<td>nvd</td>
<td>not on @ time of inspection</td>
<td></td>
</tr>
<tr>
<td>Fire protection</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ventilation</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seating (Pine pews)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2.2.6 Chancel

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings (Painted plaster/exposed trusses)</td>
<td>f</td>
<td>• <strong>check</strong> guttering free of leaks/blockages.</td>
<td>1 / 2</td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td>Flaking paintwork southeast corner above string course.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• <em>(? possible residual drying out)</em></td>
<td></td>
</tr>
<tr>
<td>Woodwork: altar rail, dado panelling</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors (panelled to vestry)</td>
<td></td>
<td>• <strong>Ease</strong> door</td>
<td>2</td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td>• <strong>Adjust</strong> latch</td>
<td>2</td>
</tr>
<tr>
<td>Windows</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td>• <strong>Monitor</strong> for any further deterioration</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>W1/12 north wall bowed, with some cracked</td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(oak strip where choir stalls removed)</td>
<td></td>
<td>• <strong>Check and test</strong> circuits</td>
<td>3</td>
</tr>
<tr>
<td>Electrical: internal floodlights at eaves</td>
<td>nvd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating</td>
<td>nvd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire protection</td>
<td>Nvd tested 02/21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seating: choir stalls and clergy desk</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
(later alterations)

Altar rail  f

2.2.7 Organ Chamber

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td>• Monitor over 12 months</td>
<td>2</td>
</tr>
<tr>
<td>(painted plaster)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td>• Monitor over 12 months</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>some water staining at mid-level on south wall.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(?residual drying out following previous repairs)</td>
<td></td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(vestry door)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Window opening</td>
<td>f</td>
<td>• Remove by brushing and monitor</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Some efflorescence in bwk reveals w23/w24</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(?residual drying out following previous repairs)</td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td>• Replace cracked glass, to prevent water ingress</td>
<td>2</td>
</tr>
<tr>
<td>(Obscure leaded lights)</td>
<td></td>
<td>2 no cracked panes w24.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 no cracked pane w23</td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td>• Repair</td>
<td>2</td>
</tr>
<tr>
<td>Flooring</td>
<td>f</td>
<td>Uneven /loose at door to south aisle</td>
<td></td>
</tr>
<tr>
<td>(Oak block)</td>
<td></td>
<td>• Check and test,</td>
<td>3</td>
</tr>
<tr>
<td>Electrical</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pendant fitting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(incoming supply, consumer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>unit on east wall)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating:</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire protection:</td>
<td>nvd tested 02/21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2kg CO2</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ventilation</td>
<td>none</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insulation</td>
<td>none</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2.2.8 South (choir) Vestry (not inspected-door locked)
The condition remains as 2015 until notified otherwise.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Door:</td>
<td>f</td>
<td><strong>Suggest</strong> intumescent door seals for fire protection</td>
<td>4</td>
</tr>
<tr>
<td>6 panel with steel plate overlay</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3 lever deadlock)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sanitary ware</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring:</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(carpet over solid)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical:</td>
<td>f</td>
<td><strong>Check and test</strong> system.</td>
<td>3</td>
</tr>
<tr>
<td>Pendant fitting,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating controls</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating:</td>
<td>nvd</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Halstead</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boilers on east wall</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>with flues+header tank @ high level</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire protection</td>
<td>none</td>
<td><strong>Consider</strong> smoke alarm</td>
<td>4</td>
</tr>
<tr>
<td>Ventilation:</td>
<td>f</td>
<td><strong>Replace</strong> cracked glass</td>
<td>3</td>
</tr>
<tr>
<td>opening window, lh</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 cracked panes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sanitary ware</td>
<td>f</td>
<td><strong>Check and test</strong> water heater.</td>
<td>2</td>
</tr>
<tr>
<td>(sink unit + Stanton water heater)</td>
<td></td>
<td><strong>Consider</strong> replacement sink cpd</td>
<td>4</td>
</tr>
</tbody>
</table>
### 2.2.9 Vestry lobby

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings: (painted plaster)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors: Oaked 4 panel</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Windows</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing</td>
<td>f</td>
<td>• Overhaul opening lights</td>
<td>2</td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring: carpet over boards</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical: wall mounted fittings</td>
<td>f</td>
<td>• Check and test system.</td>
<td></td>
</tr>
<tr>
<td>Heating/plumbing: panel radiators</td>
<td>none</td>
<td>• Certificate dated 18/11/21</td>
<td></td>
</tr>
<tr>
<td>Ventilation</td>
<td>f</td>
<td>(see windows above)</td>
<td></td>
</tr>
<tr>
<td>Cupboards (Painted timber)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2.2.10 North (Clergy) vestry

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceilings: (painted plaster with exposed timbers)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walls (painted plaster-no dado panels)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Woodwork</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doors</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 panel from lobby, framed ledged and braced to outside.)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ironmongery</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Window openings (W16, W17)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glazing: (Hopper vent to W16)</td>
<td>f</td>
<td>bowed glass to hopper, cracked glass in head</td>
<td>Overhaul 3</td>
</tr>
<tr>
<td>Decorations</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring: (woodblock)</td>
<td>f</td>
<td>uneven but serviceable</td>
<td>Check and test. 3</td>
</tr>
<tr>
<td>Electrical: (pendant fluorescents)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heating (single radiator on north wall)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mat/mat well (inset coir)</td>
<td>f</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## 2.2.11 Boiler Room (redundant)

Redundant oil tank remains + some distribution pipe work. Gas fired boilers in vestry above.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceiling: (iron beams and block infill)</td>
<td>f</td>
<td>• Check roof coverings, eaves detail, guttering, and abutment flashings. Water supply pipe work.</td>
<td>2</td>
</tr>
<tr>
<td>Walls: (brickwork)</td>
<td>f</td>
<td>• Remove efflorescence and Monitor for change</td>
<td></td>
</tr>
<tr>
<td>Door (flb boarded with vent grille)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flooring: (concrete)</td>
<td>f</td>
<td>• Clean floor removing any detritus/ rubbish</td>
<td>2</td>
</tr>
<tr>
<td>Electrical: pendant fitting, Sub mains isolator)</td>
<td>f</td>
<td>• Check and test.</td>
<td>2</td>
</tr>
<tr>
<td>Heating</td>
<td>f</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gas meter and insulated service pipe work to above</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drainage (floor falls to outside gulley)</td>
<td>f</td>
<td>Flooding resolved with Northumbria Water)</td>
<td></td>
</tr>
</tbody>
</table>
### 2.3 HEATING/PLUMBING

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>System:</td>
<td>f</td>
<td>• Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement</td>
<td>2</td>
</tr>
<tr>
<td>• gas fired/steel/</td>
<td></td>
<td>• Gas safety Certificate 01/2021?</td>
<td></td>
</tr>
<tr>
<td>/ copper pipes and radiators,</td>
<td></td>
<td>• Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement</td>
<td>2</td>
</tr>
<tr>
<td>• meter (gas) in basement</td>
<td></td>
<td>• Check regularly stop cock valves to ensure easy action in event of emergencies</td>
<td>2</td>
</tr>
<tr>
<td>Boilers:</td>
<td>Nvd</td>
<td>• Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement</td>
<td>2</td>
</tr>
<tr>
<td>3 no condensing gas boilers ( wall mounted) in South Vestry</td>
<td>Not inspected</td>
<td>• Check regularly stop cock valves to ensure easy action in event of emergencies</td>
<td>2</td>
</tr>
<tr>
<td>Mains water:</td>
<td>Not inspected</td>
<td>• Check regularly stop cock valves to ensure easy action in event of emergencies</td>
<td>2</td>
</tr>
<tr>
<td>incoming service from external stop cock</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2.4 ELECTRICAL

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation</td>
<td>f</td>
<td>• Check and test by NICEIC electrical engineer.</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Last test 05/2021?</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Consider emergency lighting and smoke detection</td>
<td>4</td>
</tr>
<tr>
<td>• Main fuses</td>
<td></td>
<td>Located in (Organ Chamber)</td>
<td></td>
</tr>
<tr>
<td>• Earthing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Wiring</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Switching</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Light fittings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Power circuits</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Special lighting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• External lighting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PA system</td>
<td>nvd</td>
<td>• Check and test.</td>
<td>3</td>
</tr>
<tr>
<td>Induction loop</td>
<td>nvd</td>
<td>• Last test 23/04/2021?</td>
<td></td>
</tr>
<tr>
<td>Lightning conductor: west wall</td>
<td>Nvd</td>
<td>• Decorate protective sleeve</td>
<td></td>
</tr>
</tbody>
</table>
### 2.5 SITE AND EXTERNAL SURROUNDS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>CONDITION</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement area access to boiler room</td>
<td>f</td>
<td>• Continue regular inspections by qualified arborist; <strong>implement</strong> recommendations</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>f</td>
<td>• Consider reducing canopy to ash tree to minimise rainwater runoff soaking walling/ wind damage to roof coverings</td>
<td></td>
</tr>
<tr>
<td>Trees and hedges (mature Common Ash by North door)</td>
<td>f</td>
<td>• Continue regular inspections by qualified arborist; <strong>implement</strong> recommendations</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Consider reducing canopy to ash tree to minimise rainwater runoff soaking walling/ wind damage to roof coverings</td>
<td></td>
</tr>
<tr>
<td>External steps: south door (stone cappings to brick walls. Stone steps) Open area (laid to grass)</td>
<td>f</td>
<td>Walling replaced</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Re-<strong>lay</strong> pavings to level/even fall</td>
<td></td>
</tr>
<tr>
<td>North Vestry Steps</td>
<td>f/g walling replaced</td>
<td>•</td>
<td>2</td>
</tr>
<tr>
<td>Paths/hard standing. (concrete pavings to west side, concrete approach, and north entrance ramp) Gates: 2no –to south main entrance and east side) Boundary fencing (Powder coated metal palisade) Notice board.</td>
<td>f</td>
<td>• Re-<strong>lay</strong> pavings to level/even fall</td>
<td>2</td>
</tr>
<tr>
<td>Manholes/ gullies</td>
<td>f</td>
<td>• <strong>Flush out</strong> on a regular basis, keeping gullies free of debris</td>
<td>2</td>
</tr>
</tbody>
</table>
## 2.6 SPECIALIST REPORTS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>WORK REQUIRED</th>
<th>PRIORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heating/plumbing</td>
<td>Obtain annual service inspection report.</td>
<td>2</td>
</tr>
<tr>
<td>Electrical</td>
<td>Obtain inspection report</td>
<td>3</td>
</tr>
<tr>
<td>Lightning conductor</td>
<td>Obtain report</td>
<td>2</td>
</tr>
<tr>
<td>Trees</td>
<td>Obtain arborist report</td>
<td>2</td>
</tr>
<tr>
<td>Bells/headstock</td>
<td>Obtain report from Qualified bell hanger</td>
<td>3</td>
</tr>
</tbody>
</table>
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 Logbook 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

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 arboriculturist 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 Internet.
SECTION 4  SUMMARY OF WORK
To be read in conjunction with Section 2 detail

4.1 North Elevation
   2  Clean out / repair gutters / fall pipes
   2  Decorate gutter / fall pipes / fascia boards
   3  Monitor plinth brickwork deterioration

4.2 East Elevation
   1  Check/repair guttering to organ chamber
   2  Repair damaged purlin brackets / fascia boards
   4  Replace discoloured polycarbonate window protection

4.3 South Elevation
   2  Repoint/rebed ridge tiles
   2  Clean out gutters / fall pipes / repairs joints / check abutment flashing beneath clerestory
   2  Decorate gutter / fascia boards
   2  Check / replace chancel apex cross fixings

4.4 West Elevation
   2  Repair damaged purlin brackets
   2  Clean out gutters to organ chamber / repair as required / paint inside gutters
   2  Decorate / replace lightning conductor conduit cover
   3  Inspect bell stock / bell stock pivots

4.5 South Porch
   2  Re fix loose / uneven floor blocks
   3  Check and test electrics

4.6 South Aisle
   2  Repair floor cracks, Re fix loose / uneven floor blocks
   2  Repair paint / plasterwork / dado panelling
   3  Check and test electrics
4.7 North Porch
2 Overhaul outer door ironmongery
3 Check and test electrics

4.8 Nave
2 Overhaul clerestory vents north side
3 Check and test electrics
3 Monitor repair to brick arch south Nave inboard of South Porch for any signs of further movement.

4.9 North Aisle
2/3 Repair cracked window glass w8+w11
3 Check and test electrics

4.10 Chancel
2 Check/Clean out gutter south side/ effect repairs (flaking decoration)
2 Ease north vestry door/adjust latch
3 Check and test electrics

4.11 Organ Chamber
2 Monitor water staining
2 Remove efflorescence from brickwork in window reveals
2 Replace cracked glass in W22 and W23
2 Repair loose uneven floor blocks
3 Check and test electrics

4.12 South (choir) Vestry
2 Check and test Water heater
3 Replace cracked window glass w22
3 Check and test electrics
4 Suggest intumescent door seals
4 Consider smoke alarm
4 Consider replacement sink unit
4.13 Vestry Lobby
    2 Overhaul opening lights
    3 Check and test electrics

4.14 North (clergy) Vestry
    3 Overhaul window hopper and repair glass
    3 Check and test electrics

4.15 Basement Boiler Room (redundant)
    2 Investigate water ingress from above on north wall. Clean off efflorescence and monitor
    3 Check and test electrics

4.16 Heating and Plumbing
    2 Obtain annual service inspection report
    2 Check stop valves regularly to ensure easy action in event of emergencies

4.17 Electrical
    3 Obtain inspection report
    3 Obtain test notice on earth protection/lightning conductor as part of inspection
    3 Decorate protective sleeve on west wall
    4 Consider emergency lighting and fire detection

4.18 Site and Externals
    2 Adjust pavings on west side
    2 Flush out gullies and manholes regularly
    3 Obtain updated arborists report for consideration