



QUINQUENNIAL INSPECTION REPORT

OF

DURHAM, ST GILES

**DIOCESE OF DURHAM
ARCHDEACONRY OF DURHAM
DEANERY OF DURHAM**

**INSPECTION OF CHURCHES MEASURE 1955
CARE OF CHURCHES & ECCLESIASTICAL JURISDICTION MEASURE 1991**

**QUINQUENNIAL INSPECTION AND REPORT
March 2017**

David Beaumont BA (Hons) Grad Dip, RIBA, AABC

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REPORT ON THE 2016 QUINQUENNIAL INSPECTION

1.0 INTRODUCTION

beaumont : brown
architects

The Old Brewery, Castle Eden, County Durham TS27 4SU
T: 01642 700 803
E: enq@beaumontbrownarchitects.co.uk
www.beaumontbrownarchitects.co.uk

This document is in two parts:

The Report is the appraisal of condition and estimated cost priority list;

The Appendix contains the background information of the church plan, guidance notes and routine maintenance guidance.

Date of inspection and weather conditions: 23 August 2016, dry and sunny

Date of report: March 2017

Report prepared by: *David S Beaumont* RIBA AABC

2.0 LOCATION AND SITE

Address: Gilesgate, Durham, DH1 1QQ



Location: Situated on a flat site, to the east of and overlooking Durham city. Access to the site is by off Gilesgate, flanked on both sides with terraced housing.

National Grid Reference: NZ 28387 42654

3.0 CHURCH AND LISTING DESCRIPTION

Description:

Long, narrow five bay Medieval nave with Victorian south aisle with chancel, organ chamber and clergy vestry within. Basement boiler house. West end tower and north entrance porch.

New meeting rooms, offices, kitchen and disabled WC have been created in the south aisle. The eastern end of the south aisle has been converted to a lady chapel.

Listing Description:

DURHAM AND FRAMWELLGATE GILESGATE NZ 2842 NE (South side)

11/178 Church of St. Giles 6/5/52 GV I

Parish church. Part of the hospital of St. Giles founded 1112 AD; north nave wall c.1114; chancel late C12; tower early C13 and early C15; c.1873 south aisle and vestry, north porch. Sandstone, most coursed and squared, with ashlar dressings; porch sneaked sandstone; plinth. Roofs not visible.

Nave with south aisle and north porch; chancel with south vestry; west tower. Square tower of 4 stages has clasping buttresses flanking restored 3-light west window with Perpendicular tracery; top stages have small square-headed window and 2-light belfry openings, traceried except on east side, below pinnaced battlements. North wall of nave has 3 small windows, the west 2 round-headed and with shallow chamfered surround, that at east renewed; massive buttresses define east bay which was original chancel. Later chancel has blocked north door; shafted round-headed north and south windows with zig-zag moulding; 5-light renewed east window; sill string. Buttressed south aisle has 5 Perpendicular 3-light windows.

Interior: coursed squared sandstone, raised on the north in rubble, in nave and chancel; tower rubble; C19 work painted plaster with ashlar dressings; panelled roof on painted corbels and tie-beams. Octagonal columns in 5-bay arcade and south organ chamber have 2 hollow chamfers to 2-centred arches. 3 shafts support double-chamfered renewed chancel arch; fragment of former chancel arch on north with 2 head corbels. Tower arch of 2 orders has dog-tooth corbels. North door, re-sited from south, has cushion capitals and zig-zag moulding; deep splays to nave north windows; chancel windows have water-leaf capitals and zig-zag drip string. Blocked round-headed doors in chancel and adjacent to north door. Font in tower has large lead-lined bowl on round pedestal with cushion capital. In chancel wood effigy of John Heath of Kepier, died 1591, in armour; head rests on cock-crested helmet, feet on scroll containing 2 skulls with motto 'Hodie mihi cras tibi'; Heath arms on shield hanging from renewed wooden chest. Porch contains fragment of tegulated coped medieval grave-cover.

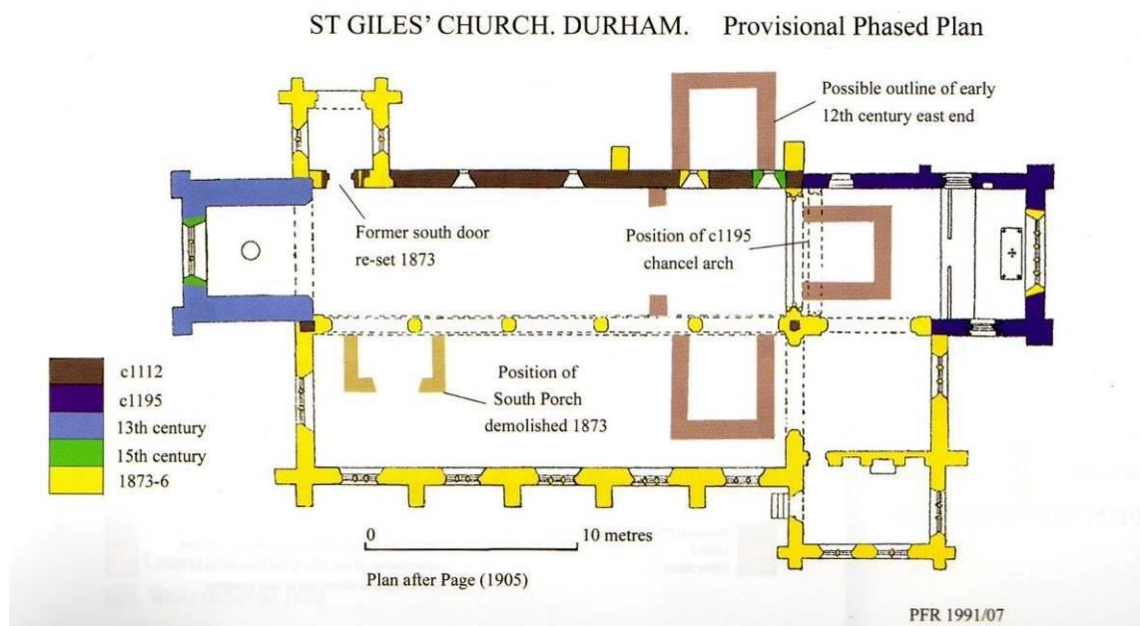
Church Listing - Grade I

Peter Ryder Description from *Historic Churches of County Durham*:

Site: On S side modern A181 road 1 km E of centre of Durham, ridge-top position commanding wide views.

History: 1122 Bp Ralph Flambard founded Chapel and Hospital of St Giles (or Kepier). St Godric was doorkeeper here 1112 - 1128. 1143 fortified (and hospital later burned) by usurping Bishop William Comyn. c1180 Bp Hugh le Puiset moved hospital to new site on river bank to N, chapel became church of new parish. 1414 Bp Langley granted 40 days indulgence to all who would contribute to repairs.

Form: Nave with W tower, NW porch and broad 5-bay S aisle, chancel with S organ chamber and vestry.



Development: Early C12 N wall nave (small windows, still very much in Saxon tradition), present N door moved from S wall 1873. Original church probably cruciform, E bay present nave represent crossing, probably with small transepts and chancel. Chancel rebuilt and enlarged c1195 with new chancel arch (N springing survives) a little to E of old crossing; priest's door on N and large window with shafted jambs in each side wall, clasping pilaster buttresses to E end. Lower part W tower c1200?; C13 tower arch seems secondary to wall and high-level doorway. Upper part tower and (removed) nave S clerestory may relate to 1414 indulgence. Usual post-medieval changes; sash windows, structural problems result in removal of chancel arch? 1828/9 works by Wyatt, new windows etc. 1873/6 restoration and enlargement by Austin and Johnson.

Lapidary Material: Stone panel with c1215 carving of Christ in Judgement now in St Mary the Less. Part of ?C12 coped and tegulated grave cover under tower.

Fittings and Furnishings: 1591 oak effigy of John Heath of Kepier ('truly wooden in every sense of the word... we are reminded of Don Quixote'; Victoria County History). Simple ?C12 font. Fittings and furnishings, including screens, late C19 or early C20.



4.0 PREVIOUS INSPECTIONS

This is the author's first inspection. But has access to the 2011 report by Jeremy Kendall of HLB, the former inspector.

5.0 SCOPE OF REPORT

- 1 This report is made from a visual inspection from ground level. The tower and boiler house were also inspected.
- 2 Drainage was inspected from ground level only. No testing of the drainage installation has been undertaken.
- 3 The report is restricted to the general condition of the building and its defects.

6.0 REPORT SUMMARY

Structure

The tower is in reasonable condition but there is a need for stone and tracery repairs perhaps removal of its cement pointing as well. It has just minor cracking noticeable within the ground floor level walling on the south side. There are some eroded stones within the belfry and it would be wise to attend to these to maintain the integrity. There is a reasonable amount of stone erosion and defect to the windows that has an impact on structure, but this is discussed in the walls section below.

At the east end of the chancel, particularly to the south side at the kneeler/base of the raking parapet, there are open joints suggesting that there is a small amount of wall spread at the eaves. Some mortar has dropped out making the problem look worse than it really is but remedial work is required here.

The buttress below it is leaning to the south and has done so historically, but it might

be that the buttress is beginning to want to pull over this part of the wall. There is also hairline cracking mirrored on the north side, though not as extensive. The church advised at the inspection that there is a recent crack inside, at the apex of the east window. A further technical assessment is required at this area. Some woodworm detected in nave beams when repainted last year needs further investigation.

Roof coverings

The nave and south aisle have had ventilated lead roofs installed in recent years and these are all performing satisfactorily, apart from some flashing coming away as a result of pointing failure. The south aisle, as a result of previous lead theft, remains mineral felt roof covered and appears in reasonable condition but the church need to understand what their long-term ambitions are for this roof covering as the mineral felt is not really appropriate for a Grade I building. The vestry flat roof also is mineral felt. Perhaps terne coated stainless steel?

Rainwater goods

The roofs are effectively drained by cast iron goods, though they need a little attention. There is an attempt to hold back the beech mast and leaves by chicken wire but this is just simply collecting at the hopper outlets and in some instances, may be restricting the flow of water and should be removed. Some of the gulleys are silted up and the margin to the building needs clearing up. Some of the downpipes are loose.

Walls

The Victorian work to the church is suffering from erosion, the sandstone walling is both shaling and sanding. That isn't all down to cement pointing but it is the major culprit affecting the poor-quality stone. Ironically, whilst it is cement pointed on the north medieval walling, that walling itself is not showing signs of decay, suggesting a better quality stone than the modern Victorian work. The report below picks out various locations, however the whole church requires an assessment and it is understood that one was carried out by the former inspector, Jeremy Kendall and this requires updating and a long term plan developed for the restoration of the stonework on both the tower, walling and the windows. The south window mullions particularly are laminating badly at their junctions probably due to rusting ferrous pins. Exposed internal walls are also cement pointed. There seems little erosion to the stonework but the presentation of the walls is poor (but not unique- there are many others in the Diocese like this).

Externals

The church has three graveyards, and these comprise extensive maintenance problems. The church are seeking to resolve the ownership and maintenance liability of them.

Inside

The church has recently been re-lit and redecorated and is presented very well. The two storey offices and meeting rooms have proved to be very popular but are beginning to fill up with office equipment and require better storage. The church have completed recent nave roof beam decoration and enhancements to the existing lighting system.

7.0 CONDITION AND RECOMMENDATIONS

The following items are the observations made during the inspection. Below the item is a recommendation for work with a letter identifying its priority. In section 8 the same priority items are re ordered into their priority categories.

A- Work requiring urgent attention,

B- Within 1 year

C- Within 2 years

D- Within 5 Years

E- A possible improvement or item to note

M- Routine Maintenance or monitor/watching brief

7.1 SERVICES

The log book was up to date and recorded the work done, including routine testing.

- **Water:** the water service probably enters the building at the north-west corner to serve the kitchen and WCs, and probably piped along to the organ where there is a header tank for the heating system. Is this still working?

Recommendation: check header tank

- **Foul drainage:** the vestry has a sink, it's likely that this goes to soakaway or may connect to the the new meeting room development, kitchen and WC has foul drainage and that connects to the highway.

Recommendation: none

- **Surface water drainage:** is split to the North and South and connected to soakaways. The south soakaways were inspected by David Ferguson in 2012.

Recommendation: none

- D Lightning conductor:** Two terminals on the tower connected to the conductor tape, which runs down the north side of the tower. Tested annually under the recommendations of Stone Technical and due this year, however the architect advised that a five-year test is acceptable.

Recommendation: carry out five yearly test and recommendations of the test report

B **Electricity:** underground service to consumer unit in organ chamber. The system hasn't been tested in recent memory. (but will have had some attention as a result of the lighting work below)

Recommendation: carry out test report

B **Lighting:** Renewed in 2015 by Lightfoots. Installing LED in chancel, nave and lady chapel. Modest extension to the system being carried out. Meeting rooms are recessed fluorescents in the ceiling grid.

Recommendation: put the test and installation report in the log book

- **Sound system:** Renewed in 2014 and comprises of a lapel mic, handheld microphone, lectern mic, speaker in main rooms, kitchen and nave. Has a sound loop. Installed by JPS Systems North East Ltd.

Recommendation: none

B **PAT:** – due in September.

Recommendation: carry out testing

B **Heating:** church heating by gas fired boiler installed circa 2013 onto existing large diameter, large bore pipework and modern panel radiators. Last test unknown

Recommendation: test installation

- **Meeting room heating:** provided by gas fired Baxi boiler installed in 2013/14 supplying domestic panel radiators and providing hot water to the kitchen. Last test unknown

Recommendation: test installation

B **Gas meter:** installed in ground floor meeting room. Last test unknown.

Recommendation: test meter

C **Bells:** Three bells hung from steel beam and struck by clappers via pulleys to the ground floor. Ropes renewed in 2014. The bells haven't been recently inspected and the

steel frame is rusting.

Recommendation: Inspect bells, remove rust and decorate bell frame

- **Organ:** Harrison & Harrison with two manuals and 20 stope. Oak frame with plain pipes and it stands clear within the chamber with access all around. Blower is housed externally. Maintained twice a year, last inspection was November 2015.

Recommendation: none

- B Rainwater goods:** - inspected twice a year in November and July by roofing contractor. There is a build-up of leaves and light build-up of beech mast. The experiment of putting chicken wire in the parapet hoppers doesn't seem effective.

Recommendation: remove chicken wire and repair rainwater goods

7.2 GENERAL



- D Churchyard:** There are three churchyards:

1. East of the church and laid to grass and closed.
2. Extension of above to the south east which is closed to new graves as there is land slip on the steep slope. Sapling trees are attempting to stabilise the land slippage.
3. Remote graveyard at the east end, behind the Vane Tempest Hall. Full, but not closed.

The PCC are seeking to manage the various statuses and exploring closure/maintenance with the Local Authority and Diocese

Recommendation: continue to develop proposals

- D** **Trees:** a very large number of mature trees. No doubt subject to a tree preservation order. They were inspected ten years ago.

Recommendation: update tree inspection

- **Access for the Disabled:** The PCC has a resolution in place which addresses the requirements of the Discrimination Against Disabled Act. An access audit has been carried out and a written record is retained in the Parish records.

Recommendation: none

- **Wheelchair access:** there is level wheelchair access from the car park through the porch to the nave where there are some pit stops created within the loose nave pew seating. Two steps up to chancel with handrail for ambulant disabled with final step to the sanctuary.

Recommendation: none

- B** **Fire matters:** The PCC should carry out or arrange 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).

Recommendation: carry out annual test

- B** **H & S policy:** carried out for the meeting room, but not yet carried out for the church.

Recommendation: carry out H&S policy for the church

- **Insurance:** The church is insured by Ecclesiastical

Recommendation: none

- **Asbestos:** The church have received competent person training from the DAC and the wardens have created a register.

Recommendation: none

- B** **Ladders:** the ground floor tower vertical ladder now has a harness installed by Stone Technical. The final ladder to the tower roof has recently been renewed in aluminium and has an inspected record for fix to the bell frame which has not yet been inserted.

Recommendation: fix the inspection record and inspect the ladder

- **Bats:** none reported.

Recommendation: none

- **Fire alarm:** A hand ringing bell is installed at the foot of the stairs to alert those in the upper rooms.

Recommendation: none

- **British Telecom:** Telephone line and internet connection installed in 2014 by Aerial Cable from Gilesgate, affixed to the north of the tower.

Recommendation: none

7.3 WORK SINCE LAST INSPECTION:

Review of record commencing 2012

2012

*Replaced church hall boiler pump
Repair church boiler
Repair to hall boiler
Plaster repairs
Drain unblocking
Organ tuned, maintenance and repair
Investigative work on John Heath effigy
Installation of new church boiler
Replacement of flood lamps and spot lamps
Cleaning of baptistry windows
Conservation work on John Heath effigy
Conservation work on statue of St. Giles at porch
Replacement of stonework on south aisle exterior
Install new boiler in parish centre
Lock to rear fire exit
Fabrication and installation of altar rails and oak railings*

2013

*General repairs
Repairs to leak in water pipe and replacement of lead piping
Boarding up of broken window*

2014

Repair to south windows being made safe after attempted break in
Repair to external boundary wall front path
Plumbing repair in vestry
Lead replacement and anti-climb paint on downpipes
Temporary repairs after lead theft
Replacement of sound system

2015

Renewal of boiler house and organ blower chamber locks
Re-plastering south wall and chancel
Repair to rear door lock
Installation of new safety ladders to tower and hatch in belfry
Installation of harness to tower ladder
Renewal of rear entrance door
Repair of front entrance york stone flags

2016

Repainting of newly plastered interior walls
Repair to lock on outside door
Repainting

The above list excludes the routine testing and maintenance of electrical, heating, organ and lightning protection matters.



7.4 FABRIC INSPECTION

TOWER INSIDE

B Tower Roof:



Lead covered, in fair condition. Slight cracking at the flashing to the parapets which could be attended to when attending to the roof areas.



North west pinnacle stone fractured which was taken down during the inspection.



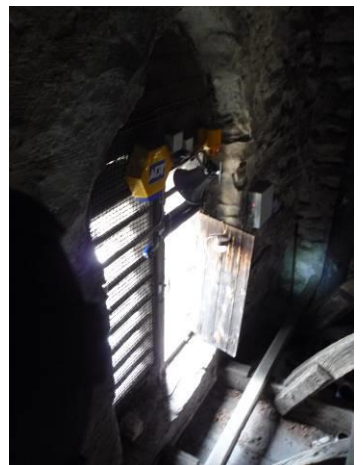
The lightning protection is to the south west corner with a down tape.

Recommendation: check all pinnacles for soundness, repair pinnacle

C

Belfry:

- Ceiling – Exposed, boarded with one central beam. Supported purlins and boarding in good condition.
- Walls – Lime washed and heavy cement pointing and there are some deep pockets of erosion, particularly to the west and south faces and these should be looked at. They have an impact on the structure of the tower.
- Floor – Lead lined with two outlets on the east. Quite a large build-up of leaf litter on the floor.
- Windows – four louvered windows with mesh that has broken down and will allow birds in.
- Large medieval bell frame with some woodworm, though this looks dormant.
- Door – onto nave roof formed through the louvers has rusting hinges and loose cabling for the roof detection system.
- Contains three bells hung from the rusting steel frame, operated by clappers connected to ropes down to the tower ground floor.

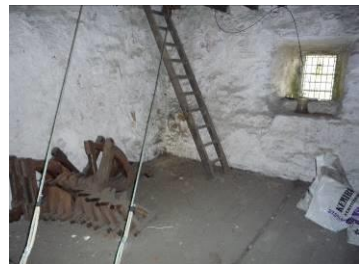


Recommendation: repair walling stonework, clear floor leaf litter, repair mesh, ease roof access door and clip loose cable, derust bell frame and paint

C

Deafening Chamber:

- Ceiling – boarded with exposed joists, in good condition though there are some holes from previous bell ringing arrangements.
- Walls – lime washed and in good condition.
- Floor – boarded, in good condition.
- The room contains various bits of lumber and old pew ends which should be cleared out.
- The wooden ladder gives access to the belfry above and a grab handle should be installed at the head of the ladder to assist passage onto the belfry floor.



Recommendation: clear lumber, add grab handle at head of ladder

- **Tower Ground Floor:**
See Interior section below

TOWER EXTERIOR

C Tower

The tower is made up of three stages; upper, middle and lower.

The walling is generally sound but has isolated decay. The cement pointing has accelerated that decay and should be removed though it is recognised that this is an expensive undertaking. The west window cill is poor and mullions just about ok for the present. The PCC should plan for tower works in the next ten years. However, if funds allow this could be brought forward.

Recommendation:

Carry out selective stone walling repairs, assess tracery condition and repair as required, Redecorate louvre boarding.



- East elevation –
 - Upper - parapet okay, string course okay, upper stage. Two outlets from the roof onto downpipes look okay. Walling generally is okay, as is the tracery to the belfry window, though the louver boards could do with some decoration.



- South elevation –



- Upper – erosion to the Y tracery, rust showing on the ferramenta to the deafening chamber window.
- Middle and lower – stonework okay.



- West elevation –

- Upper – erosion to the Y tracery on the belfry window and also the bottom of the mullion
- Middle and Lower – a combined stage containing the west window. The walling generally is poor, particularly at arch level where there is some quite deep erosion. Some erosion to the mullions as they join the sill.



- The left-hand buttress has deep erosion.

- North elevation –

- Upper – Slight chip and movement to the keystone off the belfry lancet but okay for the present.
- Middle and Lower- this elevation stonework is better



B ROOF COVERINGS

Recommendations: consider changing mineral felt coverings to more longer lasting finishes, repair loose flashings and repoint open joints to walling and chancel/nave watertabling, repair south aisle parapet gutter lining over Lady Chapel, remove leaf guards



Nave:

Ridged roof of ventilated lead work.

- West abutment - Small area of pointing missing against tower
- North parapet - Okay
- East abutment - Open joints at the flashing
- South parapet - Slipped flashing mid-way along the length.



Chancel:

Same construction as the nave.

- West abutment – open joints at the raking flashing and also the water table stonework on both sides of the slope.
- North parapet – okay
- East abutment – flashing loose and pointing coming away.
- South abutment - okay

South aisle:



Formerly a lead roof, but now covered in mineral felt which has had some patching, it would be worthwhile understanding when this was installed to gauge better its life expectancy.

- West abutment – okay
- North abutment – one piece of lead flashing coming away
- East abutment – flashing in mineral felt with some cracking to the pointing.
- South abutment – okay. The parapet gutter in the south-east corner appears to be sunk and is back falling and this has potential for providing water ingress into the Lady Chapel below.



Vestry:

Mineral felt flat roof, not able to be well inspected but appears satisfactory.



Porch:

The roof is in lead work with lead flashings, these appear all okay though there is some leaf build-up and some yellow painted onto the roofs is now eroded away. This is probably for detection purposes perhaps?



B RAINWATER GOODS

Recommendation: The rainwater downpipes need a complete review and repairs carried out to loose and broken items. The gulleys and perimeter channels need clearing. Renew anti climb paint

The roofs are all drained by parapet gutters that lead to wide, lead lined outlets to modern hopper heads to Victorian square section downpipes. The majority of the downpipes are sound, however there are some loose feet to the downpipes. Anti-climb paint has been put onto the upper reaches of some of the pipes.



They lead to clay gulleys with grids, some of which are metal sheets with holes in. Some of those are silted up and covered with vegetation. The concrete channel that lines the church, similarly so is weedy and needs cleaning out.

C WALLS

Recommendation: Update the walling assessment carried out by the Jeremy Kendall and plan for a significant round of repairs

Porch –

This comprises three elevations

- West elevation – erosion to stonework adjoining the buttress and some also to the tablet.
- North elevation – open joint just above the statue of St. Giles on the raking parapet area to the west of the arch where the stone face is coming away and needs de-shaling.
- East elevation - okay



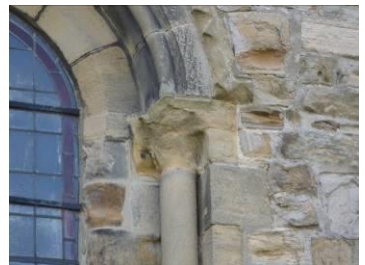
Nave:



Medieval wall cement pointed, however in very good condition. Some isolated pockets of erosion, one at the return of the porch and around the north door and junction to chancel.

Chancel:

- North - Loss of detail to the water leaf capital of the Romanesque window and erosion to the jambs. Open joints to the buttress top.
- East – open joints to the feet of the raking parapet, particularly at the north side suggesting a slight wall spread.





- The buttress on the north side is also leaning over, though this looks historic. Multiple erosion to the stonework at low level. Galvanized guarding to east window fixing has broken the tracery.
- South – erosion above the Romanesque window head and loss of detail to the capital.



- Erosion to the stonework on the buttress corner, such that the lettering is unreadable now.



Organ chamber:

- East – open joint and fractured stone on parapet above string course. Splitting to mullions of window.



- Major loss of stonework below string course adjacent to boiler house.

Blower House:

Brick structure with rendered walls coming away. Concrete roof in reasonably good condition. Has a metal faced door with twin locks that is okay. Internally contains the blower mechanism. Some slight salting on the walls which could do with being brushed down.



Vestry:



- East – walling generally okay, but the lintel to the four-light window has severe erosion in its south end. Below it, the opening for the former coal hole is unguarded and requires mesh to it.
- South – stonework flaking at parapet and has seen recent replacements. The lintels to the windows are degrading, as are the mullions.
- West – contains a bolted, metal faced timber door with its hood moulded inscription above beginning to become eroded now. This door isn't used. The steps are tilting downwards slightly. The buttresses to the vestry are laminating. Former anti-climb paint painted on the top stage is worn off now.

B Boiler house:

Stepped area to boiler house is okay, though the retaining wall at the side of the steps has open joints. Internally, the boiler house has barrel vault brick ceiling, painted black no doubt to try and reduce damp penetration. This has worn away now and there is salting to the roof.

- Walls - stonework with occasional brick patching that are okay. Coal chute hole is open to the outside and allowing in dust and leaf debris.
- Floor – brick and soil, undulating but reasonably fair.
- Room contains the new boiler with Grundfos pump and condensate pump.
- Room contains racking for storage of kayaks for the Scouts and the room is rather full of that and other



items. There is also rot to some loose timbers that need removing.

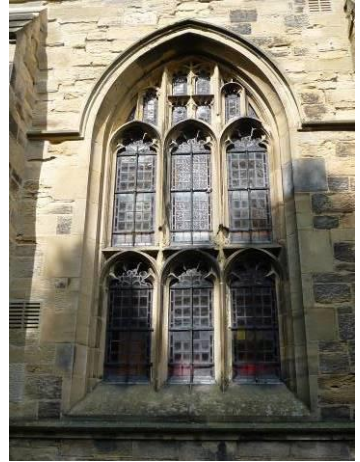
Recommendation: repoint open joints to stair retaining wall, provide guard to coal hole chute, remove lumber and rotten timbers, reassess room condition, treat remaining timbers if considered necessary



South aisle:



- South - This elevation is the most decorative of the elevations and suffering from major stone erosion to not just the walling but also the windows. It is undergoing a period of renovation and there is further work to do. Stone erosion, in particular over the whole of the elevation and a combination of de-shaling and new stonework is required. Of greater concern, perhaps, is the condition of some of the mullions and they are splitting at their junctions.
- A comprehensive survey of the stonework was carried out by Jeremy Kendall a couple of years ago and it is recommended that this be brought up to date and a comprehensive restoration programme be put in place.
- West – the raking parapet has open joints and some stone degradation on the south side. Also, the string course is broken at that point. The window similarly is suffering from a fracture to the mullions of the tracery.



INTERIOR

D

South Porch:

- Ceiling – vaulted stonework, in fair condition.
- Walls – ashlar with some delamination of the stonework, particularly on the eastern side and at low level throughout.
- Floor – concrete, recessed mat well in reasonably fair condition.
- Windows – two within the space whose glass is rather dirty.

Recommendation: clean glass

B

Draught lobby:

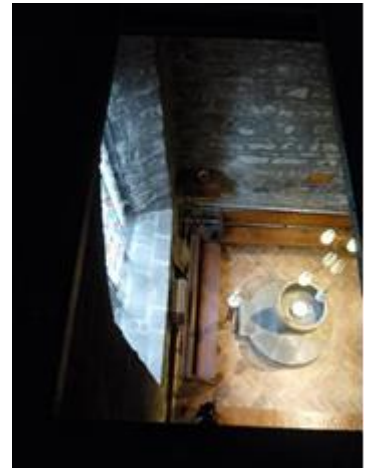
- Contains the main door into the church, solid timber in good condition but binding slightly at the head. This is a timber screen in good condition, though the doors are rather stiff to operate on the closer. The floor spring could do with adjusting.

Recommendation: ease door

-

Tower Baptistry:

- Ceiling – flat ceiling with boarding with exposed beams, all look in reasonable condition.
- Walls – heavily cement pointed with some slight cracking, possible 1-2mm on the south side. The west wall contains the window. The tracery mouldings look okay from the inside.
- Within this space is the font and ringing mechanism for the bells.
- Floor – narrow parquet flooring with some wear to it, but reasonably fair.





- Font – sandstone, slight delamination, lead lined and sat on a plinth – all reasonably fair.

Recommendation: none

B

Nave:



- Ceiling – exposed boarding with horizontal beams supporting ridge and purlins. Only a couple of areas of water marking, though these will probably be from the previous leaking roofs. Some woodworm established to beams at the west end when redecorated in 2016. Only seen at the outer edges of the beams and not affecting structure.
- Walls –
 - West – slight crack at high level by the pipe, heavily cement pointed. The arch has a slight crack and the final stone at the apex doesn't look quite right but will do.
 - North – this is the medieval wall leaning outwards. Very little defect to it, apart from at low level by the radiators where there is some slight lamination of the stone which is down to the cement pointing.



- East – this contain the chancel arch and all looks sound though there is damp at the bottom of the base of the shafts.
- South – this is formed of a five-arch arcade and is part of the Victorian restoration works. No cracking above the arcade and recently decorated. The arches are all sound, as are the columns, apart from their bases towards the western end where there is a loss of detail, though structurally they are all sound.

Recommendation: arrange inspection of woodworm in nave

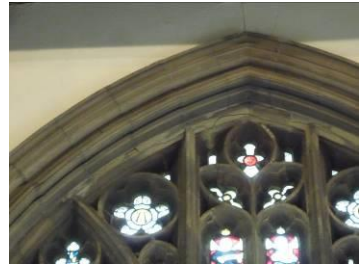
C Chancel:



- Up two steps.
- Ceiling – as the nave. Slight crack to the final beam, but this is a joint which has been bolted in the past and looks sound enough.
- Walls –
 - West – features the chancel arch. No cracking. Same as within the nave.
 - North – some very heavy, nasty cement around the middle of the wall at high level. There are remnants of lime wash showing on the wall, also part of a former arch blocked in north doorway. All looks like sandstone. The window is okay, though there is some slight wasting to the eastern most nook shaft end.



- East – plastered apart from low level which is exposed ashlar stonework. Both appear okay. The window apex has a large horizontal crack in it and there is also some settlement to the arch stones looks historic, but with the evidence of cracking on the outside it suggests that there has been some wall head spread. Overall the tracery is in fair condition on the inside. The church report that the crack above the apex is new.
- South – recently decorated plaster wall, looks okay. The window within it is okay.



- Floor – marble at the sanctuary and all reasonably okay. Within the chancel is flagstones with slate inserts and whilst they show signs of damp, they are all serviceable.

Recommendation: further technical assessment of east gable



- **Lady Chapel:**



- Ceiling – an aisle ceiling that runs over the top of the rest of the aisle works. It's a fairly shallow ceiling, boarded and in good condition.
- Walls –
 - West – this is the new enclosure in a glazed screen- ok
 - North – arcade
 - East – leads to the organ, the arch here is

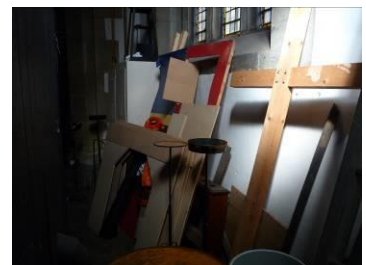
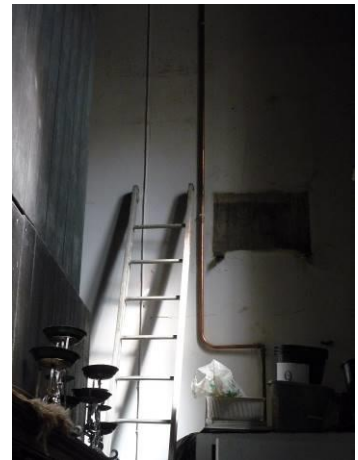
- okay. The walls are painted plaster.
- South – recently decorated and blemish free. The two windows stonework is ok, but we know that it is not outside.
- Floor – larger format herringbone flooring with some gaps but serviceable.

Recommendation: none

B Organ Chamber:



- The space is filled by the organ.
- Ceiling – same as the Lady Chapel. There is some white marking to the boards at the eastern end, is this historic? The parapet gutter is recommended to be remade above it.
- Walls –
 - West – arch leading onto the Lady Chapel in good condition. Below this is a fine oak screen, perhaps by Walter Thompson of Kilburn.
 - North – arch into the chancel. Some degradation of the stonework at the apex possible. Problem with the flashing to the roof?
 - East – plastered wall, has a large window in it with buckling glazing. The wall is okay but there is a lot of lumber around here and a header tank.
 - South – seems reasonably fair, some slight creasing but the windows seem okay.
- Floor – solid carpeted floor.



- The room contains the organ, interestingly there is some quite big erosion at the eastern arch at the chancel. The room contains quite a bit of lumber, maybe some shelving would help? Also, vestments and the electrical fuse board.



Recommendation: check boarding when carrying out the gutter repair, also flashing against chancel may be poor and leaking on to the organ arch, clear out lumber, and provide shelving for the retained items. Assess the glazing buckle



C Vestry:



- Ceiling – Exposed boarded ceiling, no evident defect.
- Walls –
 - West – plastered, some flaking. Slight crack at the lintel to the doorway but looks generally okay. The door is bolted up and the recess has some low-level damp by the bottom hinge.
 - North – panelling at high and low level with former fireplace. Two recesses for robes and for the safe. Crack to the fireplace surround.



- The room has a collection of different heaters and dehumidifiers.
- East – plastered, seems to be okay with a four-light window. Part of the mullion is breaking away because of the rusting ferramenta.
- South – two windows, some splitting to the mullions.
- Floor – possibly suspended with carpet.
- Baxi boiler in small cupboard.

Recommendation: include the windows into the stonework assessment

South Reorder



B

Lobby:

- Door – closes rather hard into the door frame.
- Floor – slight creak

Recommendation: ease door



-

Meeting Room: contains the extension boiler.

Recommendation: none



B

Kitchen:

- Fairly basic layout in today's standards. Tap seems to be dripping.
- Door to the lobby doesn't latch adequately and the closer needs adjusting.

Recommendation: fix tap, ease door

B

Disabled WC:

- Rather full with the baby change which does restrict wheelchair access, perhaps a drop down would be better. The fittings are all generally okay, though a cupboard also restricts wheelchair movement and the locking on the door needs slightly easing.
- Water stain to the ceiling panels.
- Rear doorway – emergency exit door to the outside looks okay. The window above has had a recent break in and a temporary repair.



Recommendation: consider drop down baby change, ease door lock, renew stained ceiling panels, repair window

C

Stairs to first floor:

- Carpeted and creaking at the lower flight. The upper landing has a large south window to it and this has a lot of salting on it and the lamination of the mullions that can be seen outside is beginning to start on the inside. It has had cement repairs in the past.



Recommendation: Needs dusting down and be a part of the walling repair scope.

B

Upstairs Room 1 – photocopier room:

- Ceiling – water staining to the boarding.
- Walls – all okay.
- Window – rusting ferramenta and salting to the back face of the guarding rail.
- Floor – carpeted and creaks slightly.
- The room contains lots of papers. Also, two photocopiers and a piano.
- Door – closes a little hard into the opening.



Recommendation: ease door

B

Upstairs Room 2 – administrator’s office:

- Ceiling – slight water staining.
- Walls – as the other rooms.
- Floor – suspended.
- The room contains a lot of cupboarding and a modern office desk and photocopier.
- Door – needs easing in the opening.



Recommendation: ease door

Upstairs Room 3:

- Locked



8.0

PRIORITIES

The following order of priority sets out the relative urgency of foreseeable repairs over the next 5 years. It is not a definitive programme of work and subject to funding, items further down the list could be brought forward if desired. They are priced individually but savings can be made by grouping the works and taking advantage of scaffold for other works.

- A- Work requiring urgent attention,
- B- Within 1 year
- C- Within 2 years
- D- Within 5 Years
- E- A possible improvement or item to note
- M- Routine Maintenance or monitor/watching brief

Priority	Location and Scope	£
	A - URGENT	
	None	
	B- WITHIN 1 YEAR	
B	Electricity: carry out test report	350
B	Lighting: put the test and installation report in the log book	-
B	PAT: carry out testing	100
B	Heating: test installation	350
B	Gas meter: test meter	200
B	Fire matters: carry out annual test	250
B	H & S policy: carry out H&S policy for the church	-
B	Ladders: fix the inspection record and inspect the ladder	-
B	Tower Roof: check all pinnacles for soundness, repair broken pinnacle	500
B	Roof Coverings: consider changing mineral felt coverings to more longer lasting finishes (if in terne coated stainless steel say, 35k),	35,000
	Repair loose flashings and repoint open joints to walling and chancel/nave watertabling, repair south aisle parapet gutter lining over Lady Chapel	500
B	Rainwater Goods: The rainwater downpipes need a complete review and repairs carried out to loose and broken items. The gullys and perimeter channels need clearing. Renew anti climb paint, remove wire leaf guards	1,750
B	Boiler house: repoint open joints to stair retaining wall, provide guard to coal hole chute, remove lumber and rotten timbers, reassess room condition, treat remaining timbers if considered necessary	350

B	Draught lobby: ease door	25
B	Nave: arrange inspection of woodworm in nave	500
B	Organ Chamber: check ceiling boarding when carrying out the gutter repair, also the flashing against chancel may be poor and leaking on to the organ arch, clear out lumber, and provide shelving for the retained items. Assess the glazing buckle.	250
B	Lobby: ease door	25
B	Kitchen: fix tap, ease door	50
B	Disabled WC: consider drop down baby change, ease door lock, renew stained ceiling panels, repair window	350
B	Upstairs Room 1 – photocopier room: ease door	25
B	Upstairs Room 2 – administrator’s office: ease door	25

C- WITHIN 2 YEARS

C	Bells: Inspect bells	-
C	Belfry: repair interior walling stonework, clear floor leaf litter, repair mesh, ease roof access door and clip loose cable, derust bell frame and paint	2,000
C	Deafening Chamber: clear lumber, add grab handle at head of ladder	100
C	Tower: carry out selective external stone walling repairs, assess tracery condition and repair as required, Redecorate louvre boarding.	5,000*
C	Walls: Update the walling assessment carried out by the Jeremy Kendall and plan for a significant round of repairs	20-30,000*
C	Chancel: carry out further technical assessment of east gable	1,500
C	Vestry: include the windows into the stonework assessment	inc
C	Stairs to first floor: window needs dusting down and be a part of the walling repair scope.	inc

D- WITHIN 5 YEARS

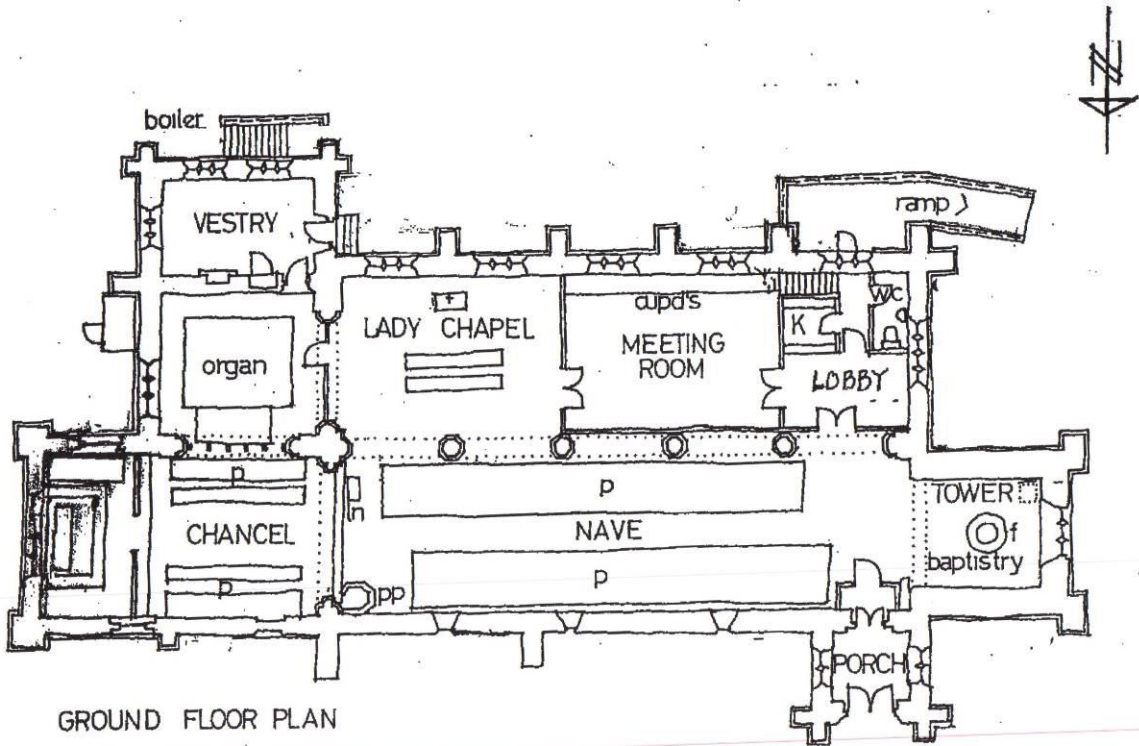
D	Lightning conductor: carry out five yearly test and recommendations of the test report	300
D	Churchyard: continue to develop proposals	-
D	Trees: update tree inspection	?
D	South Porch: clean glass	-

* *No allowance for scaffolding*

APPENDICES

Plan
Explanatory Notes
Guide to Routine Maintenance & Inspection of Church Property

CHURCH PLAN



EXPLANATORY NOTES

- A Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, 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. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.
- B 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 conditions should be kept with the church log book.
- C A proper examination and test should be made of the heating apparatus by a qualified engineer, each summer before the heating season begins.
- D A minimum of 2 water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 square metres of floor area.

Summary:

Location	Type of Extinguisher
General area	Water
Organ	CO ²
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam (or dry powder if electricity supply to boiler room cannot easily be isolated)

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order.

Further advice can be obtained from the fire prevention officer of the local fire brigade and from your insurers.

- E This is a summary report only, as it is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such.

The professional advisor is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.

- F Although the measure requires the church to be inspected every 5 years, it should be realized that serious trouble may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 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. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting. **The PCC are strongly advised to enter into contract with a local builder for the cleaning out of gutters and downpipes twice a year.**

Further guidance on the inspection and the statutory responsibilities are contained in *How to Look After Your Church. The Churchwarden's Year* gives general guidance on routine inspections and housekeeping, and general guidance on cleaning is given in *Handle with Prayer*, both published for the CCC by Church House Publishing.

- G 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.
- H The repairs recommended in the report will (with the exception of some minor maintenance items) are subject to the faculty jurisdiction.
- I Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. The adviser cannot therefore report that any such part of the building is free from defect.

This appendix is based on *A Guide for the Quinquennial Inspection of Churches, Diocese of Birmingham 1993*.

A GUIDE TO ROUTINE MAINTENANCE AND INSPECTION OF CHURCH PROPERTY

It is good practice for the PCC to appoint a fabric officer to take care of the routine maintenance of the church. This officer must report to the PCC and remain subject to its control and direction. The Care of Churches and Ecclesiastical Jurisdiction Measure 1991 requires the churchwardens to inspect the fabric of the church at least once a year, to produce a report on the fabric of the church and the articles belonging to it to the PCC, and to make that report to the annual parochial church meeting on behalf of the PCC. The following list gives an indication of the time of year when certain jobs should be done. It is not exhaustive.

- Spring, early summer
- Whenever necessary inspect gutters and roofs from ground level and inside especially when it is raining.
 - Clear snow from vulnerable areas.
 - Clear concealed valley gutters.
 - Make full inspection of the church for annual meeting.
 - Check church inventory and update log book.
 - Check bird-proofing to meshed openings.
 - Sweep out any high level spaces. Check for bats and report any finds to English Nature.
 - Cut any ivy starting to grow up walls and poison.
 - Spray around the base of the walls to discourage weed growth.
 - Check heating apparatus and clean flues.
- Summer
- Arrange for routine service of heating equipment.
 - Check interior between second week of April and second week of June for active beetle infestation and report findings to the professional adviser.
 - Check all ventilators in the floor and elsewhere and clean out as necessary.
 - Spring clean the church.
 - Cut any church grass.
 - Cut ivy growth and spray (again).
 - Recheck heating installation before autumn and test run.

Arrange for any external painting required.

Autumn

Check gutters, downpipes, gullies, roofs etc after leaf fall.

Rod out any drain runs to ensure water clears easily, especially under pavements.

Inspect roofs with binoculars from ground level, counting number of slipped slates, etc for repair.

Clean rubbish from ventilation holes inside and out.

Check heating installation, lagging to hot water pipes etc and repair as necessary.

Winter

Check roof spaces and under floors for vermin and poison.

Check under valley gutters after cold spells for signs of leaking roofs.

Bleed radiators and undertake routine maintenance to heating systems.

Check temperatures in different areas of the building to ensure even temperature throughout and note any discrepancies.

Annually

Arrange for servicing of fire extinguishers.

Inspect abutting buildings to ensure there is no buildup of leaves or other debris against the walls.

Check the condition of outside walls, windows, sash cords, steps and any other areas likely to be a hazard to people entering the building.

Check the extent of any insurance cover and update as necessary.

Every 5 years

Arrange for testing of the electrical systems.

Arrange for the testing of any lightning protection.

It is vital, especially with older people, to keep them warm and well ventilated at all times. The fabric officer should ensure that such ventilation is taking place, especially after services.