# The Church of the Holy Trinity, Eggleston, Co. Durham

DIOCESE OF DURHAM

Quinquennial Inspection of Churches



West Elevation



Reredos

# **CONDITION SURVEY 2017**

Prepared on behalf of the Parochial Church Council by
Ian Wells B Arch RIBA

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The Care of Churches Measure 1991: Quinquennial Inspection Report Form

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#### **General Information** 1.0

1.01 Name of Church Holy Trinity Church

and

Church Bank, Eggleston, County Durham DL12 0AH Archdeaconry

Diocese of Durham

Archdeaconry of Auckland Deanery of Barnard Castle

Parish of Eggleston

1.02 Name of Adviser Ian Wells B Arch RIBA

1.03 Address of

Countryside Consultants, Architects Adviser Townhead, Alston, Cumbria, CA9 3SL

Tel 01434 381906

Email info@countryside-consultants.co.uk

1.04 Date of

Inspection and previous inspection

This inspection was carried out on 1st November 2017

Photographs used for this report were taken in the same day. The previous inspection was carried out on 8<sup>th</sup> May 2012.

1.05 Weather on day of inspection

Cold and dry but cloudy.

Brief description 1.06 of the building

The church is located at the centre of a dispersed village. The site is between the two main roads which run east west through the village, the B6278 to the north and the B6282 to the south. Before the church was built the ground sloped down from north to south but it was levelled using a cut and fill method. The church sits on the east section of the site, perpendicular to the road with the churchyard to the west.

The church was built in 1869 and has a simple plan of nave without aisles, a south transept and south porch. To the north there is a 'lean to' extension which houses a vestry and organ chamber. There is a basement below the vestry which used to house the boiler and solid fuel store.

A tall thin tower with a slate clad spire is located at the south west corner of the church.

The church is built of local sandstone with Westmorland Slate roofs.

1.07 of the building

General condition The roofs of the building are all coming to the time when they need to be lifted and relaid. Slates are slipping as the nails corrode and the slating battens soften.

The rainwater goods are also showing their age.

The walls are generally sound and the crack which appeared in the west wall some years ago appears to now be stable.

Damp is penetrating the south wall of the transept, the wall of the chancel arch, and the east gable behind the altar.

1.08 Safety aspects of the building

The church does not have a health and safety file. An accident report file is kept in the vestry desk. A health and safety report is displayed on the noticeboard.

Modifications have been made to the step arrangement between the chancel and the nave to make the step less of a hazard.

1.09 Is the Church Listed and/or in a

Conservation

The church is Grade II Listed.

Gates, piers and walls to the east of the church are also Grade II Listed.

The village of Eggleston has conservation area status and the church is in the centre

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Area? of

of the conservation area.

See Appendix A for full details of the listings.

All works which involve any change require listed building consent.

'Like for like' repairs do not require listed building consent.

Consult the Diocesan Office and Local Authority before carrying out any works.

1.10 Specific limitations of the report

The following were not inspected as they could not be safely accessed:

- The roof voids to each side of the nave
- The basement boiler chamber
- The upper levels of the bell tower
- 1.11 Schedule of
  Works completed
  since the
  previous report
- 1. The electrical installation was tested in January 2017.
- 2. The under and over pew heaters have been replaced and brackets made good.
- 3. The lightning conductor was last tested in 2014 a re-test is now overdue.
- 4. Some slate patch repairs have been done.
- 5. Debris has been removed from the gullies.
- 6. Perished plaster has been removed from the south transept wall.
- 7. South and north boundary walls have been repaired.
- 8. A raised floor has been installed below the chancel arch to help prevent tripping.
- 9. New noticeboards have been fitted.
- 10. Repairs have been made to W12, the rose window in the west gable.
- 11. LED lighting has been installed in the nave and to illuminate the steps to the pulpit.
- 1.12 Work
  Outstanding from previous report

Not applicable

1.13 Log Book

A log book was available for inspection but it was not up to date. The church warden undertook to update it.

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# 2.0 Recommendations for Repair/Renovation

Please note that the estimates given below are approximate. Some may depend on what may be required after further investigation and also depend upon who does the work and whether any is done voluntarily. The PCC is advised to obtain approximate estimates from tradesmen before deciding whether to carry out any item and to have full specifications prepared and to obtain firm quotations. Some items may be eligible for grant aid.

	Priority Rating	Work Required	Budget Costs £
2.01	Urgent Works requiring immediate action	Works to make good windows with ventilators: W8, W9, W14, W16 & W18 Works to repair 'glazed in sheet glass' windows: W10, W18 and W20	
		Commission Report on condition of all windows.	£2,500.00
		External Joinery Refurbish and re-stain all external doors etc.	£500.00
		Steeple Jack Work Repairs to loose slates on steeple. Repair or replace the wooden louvre to the west gable roof void.	£1,500.00
2.02	Works recom- mended to be carried out during the next 12 months	A First Phase of Roofing Works: There is a concentration of roof problems over the chancel, the exposed wall over the chancel arch and the south transept. The roof slating should be lifted and re-laid on breathing sarking felt. The water tables of the east gable, south gable and chancel arch should be lifted and re-laid on new lead flashings. The chimney needs to be overhauled and repointed. All (to the whole church) the rainwater goods should be thoroughly overhauled and redecorated. The high level exposed masonry of the chancel arch wall requires thoroughly repointing in lime mortar.	£25,000.00
		External Railings and Entrance Gates: Refurbish and redecorate all external iron work.	£800.00
2.03	Works recom- mended to be carried out during the next two years	East and South Facing Gables Repoint external face of wall in lime mortar and lime mortar parge point interior face of walls.  Works to make good windows: W1, W4, W5, W6 & W7 Once the above works are done the walls will start to dry out and re plastering the interior could be considered.	£10,000.00
2.04	Works needing consideration within the next five years	A Second Phase of Roofing Works: To carry out works to the nave, porch and vestry roofs. West Facing Gable Repointing and glazing works as at 2.03.	£25,000.00
2.05	Works needing attention in the longer term	To be reviewed once the above works completed.	
2.06	Works required to improve the energy efficiency of the structure and services	None	

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2.06 Works required to The existing temporary ramp arrangements will have to suffice improve disabled until the works above are completed. access

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#### 3.0 External Elements

#### 3.01 Roof coverings

Comment on materials, construction and general condition, including ridges, hips, valleys, parapet wall gutters, cess boxes, chutes, flashings and any special features.

Roof Weathering: Westmorland slates laid to diminishing courses.

Condition: The slates themselves are in good condition however many slipped slates indicate that the battens and nails are coming to the end of their useful life. All the roof pitches should be lifted and re-laid on new breathable sarking felt, new battens using new nails.

**Roof Ridges:** Red Clay in poor condition. The ridges need to be lifted and re-laid on fresh lime mortar beddings.

Water Tables: Dressed sandstone flags.

Condition: All the gable water tables would benefit from lifting and re-laying on new leadwork damp proof courses.

Valley Gutters and Abutment flashings: All in leadwork which is coming to the end of its useful life.

#### In the short term a roofer should be employed to patch repair the worst issues:

For example: all slipped slates should be re-fixed and the open joints in the ridges should be pointed.

# 3.02 Rainwater goods and disposal systems

**Routine Maintenance:** The church has a contract is in place for bi annual gutter and rainwater pipe cleaning.

**Repairs Required:** All the cast iron ogee profile gutters and round rainwater pipes require a thorough overhaul. The gutters should be realigned and all stop-ends are to be thoroughly checked. The whole system then should be redecorated and all joints sealed to prevent leaks.

# 3.03 Drainage below ground

Foul Drainage: None.

**Surface Water Drainage:** The gullies are likely to run to soakaways as there are no manhole covers to be seen on the site. All the gullies should be cleaned and their flow rates checked.

# 3.04 Bellcote and Chimney

**Bell Tower:** Apart from slipped slates the steeple and tower below seem to be in good condition. There is no evidence of water entering the louvres and getting into the tower.

**Chimney to Vestry:** This is now redundant and liable to be a point of water ingress. It requires repointing, all the flashings should be checked and a ventilating cap provided to each flue.

#### 3.05 Walling

**Walling:** Squared and coursed pitched faced sandstone masonry walls with dressed surrounds to openings generally in good condition. However much of the external walling is pointed in cement based mortar which should be replaced with lime mortar within a phased maintenance plan.

**Buttresses:** Stonework which matches the walling. The chamfered buttress cappings all catch rainwater and consequently often have open joints where water can run into the core of the buttress. These surfaces should have the highest priority for repointing.

**West Gable Crack:** This has remained stable for about 8 years and no longer seems to be a major issue.

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Chancel Arch Wall South Section: There is significant water ingress which urgently requires addressing to prevent damage to the interior. This is a point where several junctions in materials occur and several features of the building all terminate. All the building elements need to be checked in this area.

- Cracked slates
- The joints in the water tables capping the wall
- Flashing below the water table to the nave roof
- The gutter stop ends
- The lead abutment flashing soakers and mortar fillets.
- The pointing of all the stonework and particularly the chamfered stone buttress tops.

#### **Stonework Patch Repairs**

The previous quinquennial has a comprehensive list of desirable repointing repairs which should be carried out. I include a copy of these in appendix E. If a phased approach to repointing walls could be adopted these repairs would be incorporated into the general repointing.

3.06 Timber porches, doors and canopies

**External doors:** To entrance, south side of chancel and north wall of vestry.

All pine plank doors with morticed frames and finished in stain. Minor repairs required prior to next redecoration.

3.07 Windows

**W1: East Gable over Altar.** Complex tracery with stained glass. Three lancet panels in the lower section and two trefoil panel roundels above surmounted by a pentafoil panel. 10 small triangular panels. External mesh protection.

**W2: Chancel South Wall.** Fixed light lancet of clear diamond quarries. External Protection: None

W3: Chancel South Wall. Pair of lancets with stained glass. External mesh protection.

W4: South Transept East Wall. As W2

W5 & W7: South Transept Gable: A matching pair of lancets with stained glass.

External Protection: Sheet glass. This is no longer recommended for the protection of leaded lights.

**W6: South Transept Gable**: A pentafoil roundel of geometric stained glass. External mesh protection.

**W8: Nave South Wall:** Lancet of clear diamond quarries with opening light. External Protection: None

**W9: Nave South Wall:** Pair of lancet of clear diamond quarries with a single opening light. External Protection: None

**W10: Bell Tower:** Small loupe window with a single pane of plain glass which is loose. External Protection: None.

W11 & W13: Nave west gable: Matching pair of fixed light lancets with geometric stained glass. External mesh protection.

W12: Nave West Gable: Rose window with seven circular panels of geometric stained glass. External mesh protection.

W14 & W16: Nave North Wall: As W8 W15 & W17: Nave North Wall: As W2

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W18: Organ Chamber West Wall: As W8

**W19: Vestry East Wall:** A pair of lights with each with three glass panes and two metal glazing bars directly glazed into the stone perimeter.

W20: At high level in Bell Tower: Tall thin lancet window glazed as W19. Top pane cracked.

A stained glass professional should be commissioned to make the opening lights operational and review the condition of all the glazing.

All the perimeters of all the glazing look as though they need removing and replacing with fillets of new lime mortar.

The windows which have external protection provided by sheet glass will probably be the ones that will be the highest priority for repair and to be provided with mesh external protection.

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#### 4.0 Internal Elements

4.01 Towers, spires

The bell tower is a very attractive feature of the church. It has a very small foot print. The base of the tower is accessed from an opening at the porch but the upper levels cannot easily be accessed.

The belfry has large openings on all four sides which have recently been fitted with bird mesh. Presumably the belfry has a floor in it which works as a roof. It is not clear how any water getting into the belfry is collected and discharged from the floor.

4.02 Clocks and their enclosures

None

4.03 Roof and ceiling voids

**The Nave:** The timber boarded suspended ceiling is profiled like the upper part of a trefoil and the void between the ceiling and the roof is not accessible. It is vented by six 100mm diameter circular ducts in the external section of the chancel wall and a timber louvre in the apex of the west gable. The stone ducts are protected by metal mesh and the timber louvre looks to be in poor condition and It has lost its upper blade. The resulting gap could be allowing access to birds or bats.

**The Chancel:** The timber boarded suspended ceiling is profiled like a gothic arch and the void above the ceiling is not accessible. There is no apparent means of ventilation of the void.

4.04 Roof structures and ceilings

**The Nave:** Parts of the five timber roof trusses appear below the ceiling and sections of the truss legs continue down to corbel stones fitted into the walls. Because they are partly concealed above the suspended ceiling their condition cannot be accessed.

The Chancel: The roof trusses are concealed above the suspended ceilings and therefore are not visible.

**The South Transept:** The sarking boards are supported on scissor truss rafters which are exposed and appear to be in good condition.

**The Vestry and Organ Chamber:** The sarking boards are supported on common rafters which are exposed and appear to be in good condition.

4.05 Internal structures, arcades, upper floors, balconies, access stairways

**The Nave:** There are pairs of arcade arches to each side of the nave. The gothic arches and central circular columns are all in dressed stone.

**The Chancel:** The stone profiles match those of the chancel arch.

4.06 Partitions, screens, panelling, doors and ironmongery, emergency means of escape

**Chancel Screen:** A light and delicate carved oak screen from 1911 runs below the chancel arch. It is in good condition.

Altar Panelling: Carved oak in good condition.

**Porch Doors:** Ledged, braced and boarded door in pine with secondary draft doors covered in felt. All in acceptable condition.

**Vestry Door:** A sturdy I, b & b door in pine and in good condition.

**Emergency Escape:** The external priest's door in the south wall of the chancel should be kept unlocked whenever the church is occupied so that it can act as an alternative means of escape.

4.07 Ground floor structure, timber platforms

The Nave: Sawn stone slabs to the walkways timber boards below the pews.

Recently, a new carpeted chipboard floor has been laid between the chancel step and the front of the pews to form a safe arrangement of steps.

**The Chancel:** Inlaid encaustic and geometric terracotta tiles which are sound except for a small uneven area in front of the vestry door. Stone steps up to the altar.

There are cast iron gratings which were once part of the heating system.

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**Suspended floor ventilation:** There are external underfloor vents to the suspended areas which are clear but the external ground level appears high to the north-west corner and this may increase the risk of rot in this area.

4.08 Internal finishes

Wall finishes are generally painted plaster. In many places they show signs of water damage which is caused by dampness penetrating the solid external walls due to

poor pointing of water tables and stonework.

Nave West Gable: Damage around the rose window.

South Transept Gable: Plaster removed during the last few days.

Chancel East Gable: All the plaster is suffering.

Chancel north wall: This may be associated with a section of guttering which is of

very small cross section.

4.09 Fittings, fixtures,

furniture and movable articles

Altar: Oak

Chancel Choir: Pitch pine

Pulpit: Pitch pine

Font: Sandstone with lead lining and oak cover

Lectern: Oak

**Nave Pews:** Pitch pine All above in good condition.

4.10 Toilets, kitchens,

vestries etc.

Toilet: None

Kitchen: None but coffee mornings are possible using a small insulated water carrier

and a kettle.

**Vestry:** Rather crowded because of a lack of storage.

4.11 Organs, and other instruments

**Organ**: is an electro-pneumatic Compton 2 manual with 24 stops.

The detached console and the pipework have oak cases.

The instrument was regularly tuned by J Lightbown (0191 258 5184) but is currently

not used.

Piano: by John Gray & Sons, York.

**Electronic Organ:** There is also small Technics organ adjacent to the pipe organ.

4.12 Monuments, tombs, plaques

etc.

1 marble and slate memorial - organ transept.

1 brass and slate memorial - chancel.

2 marble and slate memorials - south transept.

Oak wall mounted war memorial - north wall of nave.

2 painted canvas plaques of the 10 Commandments - west wall. Original water colour of St Francis of Assisi by Duncan Storr.

All in reasonable condition.

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# 5.0 Services

5.01	5.01	Services installations	A very basic pew heating system which is appropriate for use during services.  An adequate lighting system.
		generally	There is no water or gas supply to the church.
	5.02	Heating installation	This consists of electric under pews heaters, One to each pew in the nave and choir with six overhead radiant heaters in the nave and one electric hot air curtain to the main entrance. The pew and overhead heaters were all replaced in 2015.
	5.03	Gas installation	No mains gas
			<b>Portable Gas Heaters:</b> The electrical heating installation is supplemented by a number of bottled Calor gas heaters which are only used occasionally. The church windows should be left open for 24 hours following their use, to allow the resulting combustion gases and condensation to be disbursed.
	5.04	Electrical installation	<b>Overhead supply</b> : A two phase system providing 440 volts. The overhead wires terminate on the east gable. There is one combined digital meter. This was renewed in February 2011.
			<b>Internal Distribution:</b> Seven small distribution boards are clustered together in the vestry. Ideally the installation would be consolidated into a single panel with modern protection.
			Electric Heating: The heating system was operating on the day of the inspection.
			There is an electric heater to the organ but this is not used.
			<b>Lighting:</b> All renewed circa 1998. Consists of halogen and sodium spot and floodlights and appears to be good order. Further Renewals circa 2015. LED lighting was installed at high level in the nave. An LED light was installed in the choir to illuminate the steps to the pulpit.
			Intruder Alarm: None
			<b>Test Certificate:</b> Not available at the time of inspection. The electrician did certify the installation when he carried out works in 2015.
	5.05	Water installation	None
	5.06	Oil installation	None
	5.07	Sound system	None
	5.08	Lightning	This consists of a copper rope which terminates on the bellcote finial.
		conductor	It appears sound but no test certificate was available at the time of the inspection.
			The installation does not conform to the current British Standard which requires a minimum of two down tapes with tower only protection.
	5.09	Fire precautions	There are three fire extinguishers in the church.
			<ul> <li>1 no 9 litres water fire extinguisher by the entrance door.</li> </ul>
			<ul> <li>1 no 2.5 litres CO2 fire extinguisher in the vestry.</li> </ul>

1 no 6 litres foam in the porch.

The provision is adequate.

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#### 5.10 Asbestos

The church has not been inspected for asbestos. To comply with current legislation an inspection should be made prior to any building work being carried out.

The areas of most risk are:

- The basement boiler room
- The organ

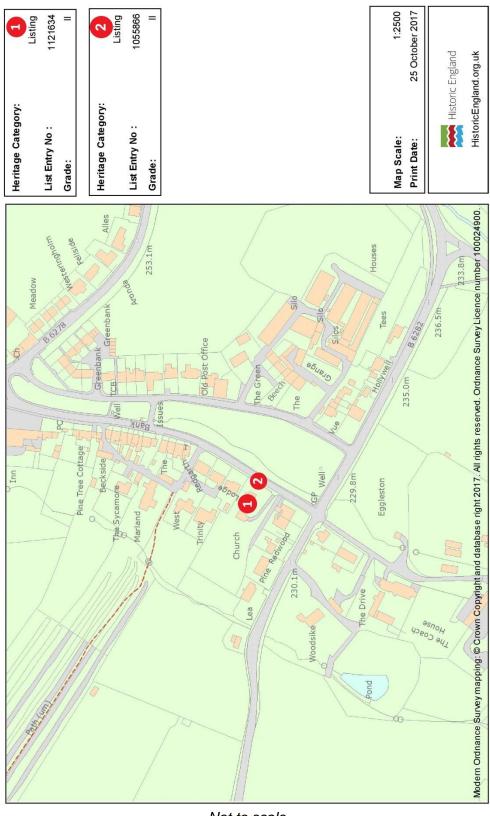
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6.01	Churchyard	The church yard lies to the west of the church and is accessed from the main entrance gate to the east of the church. The grass is mown and all is kept in good order. All the trees appear to be healthy.
6.02	Ruins	None
6.03	Monuments, tombs and vaults	The inspection of the condition of all the gravestones beyond the remit of this QI.
6.04	Boundary walls,	The main entrance gates are listed grade II.
	lych-gates, gates,	The iron gates and handrails all require redecoration.
	fencing and hedges	The boundary walls are extensive and because of the nature of the site a large proportion of them are retaining walls. Repairs have had to be made during the last 5 years to the north and south boundary walls.
6.05	Trees and shrubs	No particular problems were identified.
		<b>Survey Information:</b> A comprehensive survey of the trees was carried out in 2011 by Oliver's Tree Services Ltd. They provided a map locating all the trees of significance. This should be used as a reference for all future tree work.
6.06	Hardstanding	There is no car parking within the site.
	areas	The tarmac footpaths are in acceptable condition.
6.07	Buildings within the curtilage	A brick built garden store sits to the north of the vestry
6.08	Notice Boards	New notice boards installed in 2013.
6.09	Disabled Access	4 steps at road entrance
		5 steps to main entrance
		2 shallow steps to chancel
		Two movable metal ramps are available for use at the road entrance and the main entrance which provide access with assistance for persons using wheelchairs. There

is also a short removable ramp now in place at the chancel step.

# **APPENDIX A**

# Historic England Listings



Not to scale

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# Church of Holy Trinity, Eggleston

List entry Number: 1121634

Grade: II

Date Listed: 26<sup>th</sup> November 1987

UID: 111819

OS Grid Coordinates: 399854, 523675 Latitude/Longitude: 54.608244, -2.0037749

Locality: Eggleston

Local Authority: Durham County Council

County: Durham
Country: England
Postcode: DL12 0AH

# **Listing Text**

25/18 Church of Holy Trinity GV II Parish church. 1869 by F.R.N. Haswell. Rock-faced snecked sandstone with quoins and ashlar dressings; roof grey-green graduated slates with stone gable copings.

Nave with south porch and south-west belfry. Cruciform plan. 3-bay chancel with north vestry. Steps up to boarded double doors in chamfered, recessed 2- centred-arched surround under moulded arch on impost string; roll-moulded finial on porch gable coping. 2-stage squarebelfry has small lancet in high first stage; floor, sill and impost strings in second stage with paired 2- centred-arched openings; pyramidal roof. Alternate-block jambs and chamfered surrounds to 2-centred-arched windows, the westernmost in both nave and chancel paired; 2 under cinquefoils in transept gables. 2 windows flanking central west buttress, under plate-traceried six-foil windows, have dark pink nookshafts and ball-flower-stopped sill string. Large 3-light east window has bar tracery and beakhead-stopped dripmould. Low-two-centred-arched priests' door in central chancel bay. Stone cross finials and moulded kneelers to steeply-pitched roofs, the chancel lower.

Listing National Grid Reference: NY 99858 23673

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# Gates, piers and walls to east of Church of Holy Trinity, Eggleston

List entry Number: 1055866

Grade: II

Date Listed: 26<sup>th</sup> November 1987

UID: 111820

OS Grid Coordinates: 399875, 523664 Latitude/Longitude: 54.608138, -2.0034497

Locality: Eggleston

Local Authority: Durham County Council

Country: Durham Country: England Postcode: DL12 0AH

# **Listing Text**

25/19 Gates, piers and walls to east of Church of Holy Trinity GV II Gates, piers and walls along east side of graveyard. Probably c. 1869 by F.R.N. Haswell. Snecked sandstone walls with ashlar dressings; ashlar piers; wrought-iron gates and overthrow. Steeply-coped stepped walls interrupted by pair of square gabled piers with cruciform fleur-de-lys finials; 3 incised circles in fronts of piers. High arched overthrow rests on piers. Leaf-headed uprights and spiked dogbars on gates with circular motifs on inner edges.

Listing National Grid Reference: NY 99876 23663

Downloaded from HE website: 25/10/2017

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# **APPENDIX B**

Photographs

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#### 1. NORTH ELEVATION





1.1 Chancel and Vestry



1.2 Nave roof void vent



1.3 Vestry and Nave



1.4 Stains indicate pipe is blocked



1.5 Nave

1.6 Redundant chimney

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#### 2. EAST ELEVATION



#### 2.1 East Gable



2.2 Windows in east elevation of Vestry

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#### 3. SOUTH ELEVATION



# 3.1 Chancel and South Transept

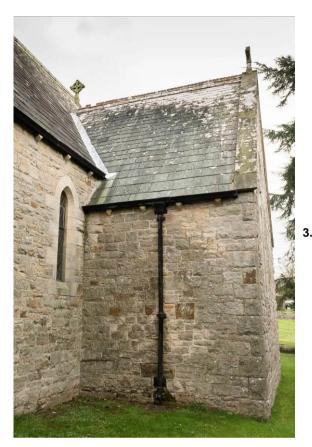


3.2 Nave and South Porch

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Ridge tiles have lost their mortar



3.3 **West elevation of South Transept** 

3.5 Slipped slates at valley gutter

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#### **4. WEST ELEVATION**





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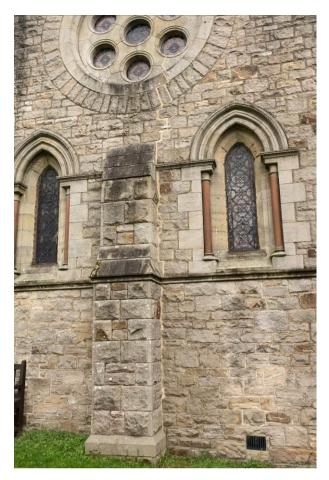
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4.1 Recent repointing to Vestry west wall



4.2 Vertical crack in the west gable



4.3 Full height of crack to west gable

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#### **5. INTERNAL PHOTOGRAPHS**



# 5.1 Nave looking east

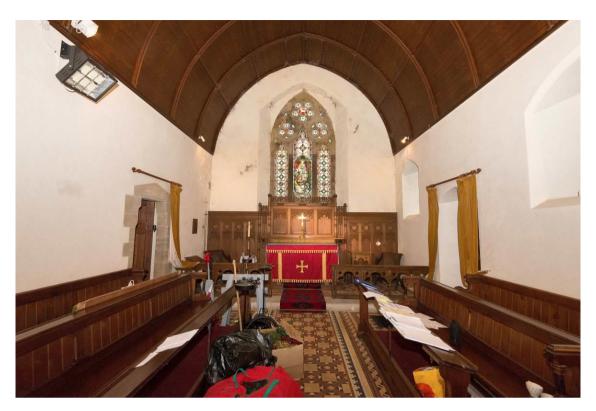


# 5.2 Nave looking west

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# 5.3 Chancel looking east



# 5.4 East gable of Chancel

Water damage to plaster caused by leaking roof, water tables and masonry.

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# **5.5 South gable of Transept.** Plaster recently removed after severe water damage.





## 5.6 Severe water ingress at south side of Chancel arch.

The external wall is clearly being washed with rain water which is not being caught by the gutters. The abutment flashing need replacing. All the masonry requires repointing.

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# 5.7 Vestry looking east



# 5.8 Electric meter panels

Note:

Seven distribution boards with old fuses could be consolidated into a modern panel.



5.9 Infill to basement stair

This makes access for inspection and maintenance difficult.



5.10 Roof structure above vestry lobby

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#### 6. CURTILAGE



#### 6.1 **East Entrance Gates**

The metal work all requires redecoration.

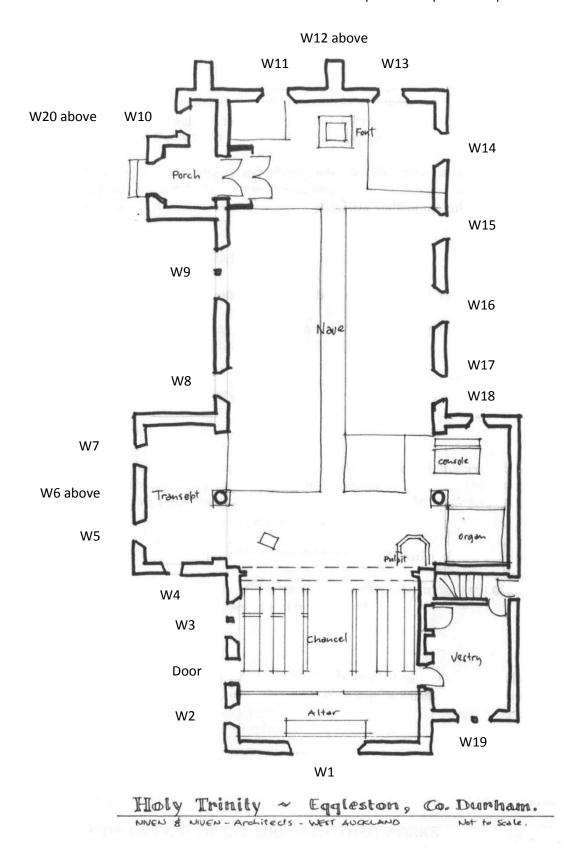
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# **APPENDIX C**

Floor plan view

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Not to scale - Taken from Previous QI

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# **APPENDIX D**

Explanatory notes for PPCs

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a)	The need for a
	faculty

The inclusion of an item of work in a Quinquennial Report does not remove the need for a faculty before it is carried out. A faculty will normally be required (with the exception of some minor maintenance items).

#### b) General Limitations of the Quinquennial Report

The Quinquennial Report is a *summary report only* as required by the Inspection of Churches Measure. It is restricted to the condition of the building and its defects and is *not* a specification for the execution of any necessary repair work and should not be used as such. The Professional Adviser is normally willing to advise the PCC on implementing the recommendations and will, if so requested, prepare a specification, seek tenders and oversee the repairs.

Woodwork or other parts of the building that are covered, unexposed or inaccessible will not normally be inspected in a Quinquennial Inspection. The Adviser cannot therefore report that any such part is free from defect. The report may include the recommendation that certain areas are opened up for inspection.

Further specific limitations on access etc may be noted in the Report text.

c)
Annual
Inspections by
the Church
wardens

Although the Inspection of Churches Measure requires the Church to be inspected every five years, it should be realised that serious trouble may develop in between surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches Measure 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 must then be presented with any amendments made by the PCC to the Annual Parochial Church Meeting. Guidance on these inspections and statutory responsibilities are contained in the publication 'How To Look After Your Church' published for the Council for the Care of Churches by Church House Publishing. Guidance on routine inspections and house keeping is contained in 'The Churchwardens Year' and guidance on cleaning is given in 'Handle with Prayer' also published by Church House Publishing.

Rainwater gutters and e) downpipes

d)

f)

g)

One of the most common causes of damage in Churches is the blockage of the rainwater gutters and downpipes. The PCC are strongly advised to enter into a contract with a local builder for the cleaning out of gutters and downpipes twice a year.

Insurance cover

The PCC are reminded that insurance cover should be index linked so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate.

Electrical installation

Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician or other suitably qualified consultant, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church Log Book. Inspections carried out by the Professional Adviser will normally be based on a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.

Lightning h) conductor

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

Heating installation

A proper examination and test should be made of the heating installation by a qualified engineer each summer before the heating season begins.

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

j) Fire extinguishers

<u>Location</u> <u>Type of extinguisher</u>

General areas Water (one for every 250 square metres)

Organ CO2

Boiler House

Solid fuel boiler Water
Gas fired boiler Dry Powder

Oil fired boiler Foam (or dry powder if electricity supply cannot easily be

isolated)

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# **APPENDIX E**

Masonry Wall Repairs from the 2012 QI by Mr John Niven

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#### 6.2.1 North Elevations

#### Chancel

i) Small open joints to panel to left side of vestry

#### Nave

- i) Cracked or lean joints adjacent to central down-pipe, particularly under eaves.
- ii) Open movement joints above window openings and between 1<sup>st</sup> and 2<sup>nd</sup> window from right side.

#### Vestry

- i) Cracked joints to both sides of door head.
- ii) Area of lean pointing to right side of right hand downpipe.
- iii) Movement joint to left corner.
- iv) Cracked mortar to upper right corner.
- v) A few lean joints to right side of left-hand down pipe.

#### 6.2.2 South Elevations

- i) Small chipped section to 2nd string course from top of tower.
- A few slightly open joints to upper part of the mid-section of tower where vegetation is growing
- iii) Small open movement joints above left chancel windows.
- Stepped cracked joints above external door.

#### 6.2.3 East Elevations

- i) Lean or open joints at eaves level to transept.
- ii) Bed joint of apex stone to east gable was repointed in 2011.
- iii) Staining from previous corroded wire guards under east window.
- iv) Cracking to hard cement mortar to head of vestry gable. The copping stones to the east gable and vestry gable were repointed in 2011.

### 6.2.4 West Elevations

- Re-pointing to wall head of vestry lean-to is too strong and has cracked or become loose particular over the gable window.
- ii) Some slight erosion of moulded heads to gable windows.
- iii) Some lean joints to lower section of central and tower buttress.
- iv) Some lean joints to the upper section of the tower, level with its junction with the west gable and under the first string course where vegetation is growing.
- v) The open settlement joint to right side of central buttress extending to lower joints of circular window has been filed and repointed in 2011 and a tell-tale fitted.
- vi) The gable copings were rebedded and pointed in 2011.