



2018 Quinquennial Inspection

on

St.Thomas Apostle and Martyr

at

Eighton Banks, in Gateshead

for

The Parochial Church Council

inspected on

30 January 2018

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2018 QUINQUENNIAL INSPECTION

ST.THOMAS APOSTLE AND MARTYR, GALLOPING GREEN ROAD, EIGHTON BANKS

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THE REPORT: INSPECTION OF REPAIR OF CHURCHES MEASURE

1.0 BACKGROUND

1.1 Diocese of Durham
Archdeaconry of Sunderland
Parish Church of St.Thomas Apostle and Martyr
Galloping Green Road
Eighton Banks
Gateshead
NE9 7XG

OS Reference: NZ276 587GB

1.2 Report compiled by John Curtis BA(Hons) BArch(Hons) MPhil LD PGDipHEC(Dist) ARB AABC SPAB

1.3 Inspection carried out on Tuesday 30 January 2018. The weather was bright but cold.

2.0 BRIEF DESCRIPTION

2.1 A simple building of quiet dignity built with local sandstone and a Welsh slate roof with a stone belfry over the west gable; consecrated in September 1854. Accommodation includes a chancel, nave, organ gallery, meeting and kitchen room with separate toilet, south porch and vestry to the northeast corner.

The building is located within its own landscaped irregular site of approximately 1 Hectare (2.5 acres). The site is bounded by a local sandstone wall approximately 1200mm high, accommodating three wrought iron gates; the main gate is located on Galloping Green Lane to the east, and incorporates local sandstone pillars.

The church building is located to the north of the site, with a graveyard to the south. A war memorial is located to the northeast of the church. The east of the site enjoys a relatively open aspect, with residential areas immediately to the north, south and west.



2.2 The Churchyard is closed and is the responsibility of the local council. It is understood that there is regular correspondence between the PCC and council regarding the Churchyard, and especially with regard the condition of the boundary wall.

2.3 Previous Quinquennial Reports were completed by John Curtis in June 2012, and Peter M Brown BA(Hons) BArch(Hons) RIBA in October 2006 and July 2001.

2.4 Primary works completed since the last Quinquennial Inspection includes:

- The local council removed two trees to the west boundary, including locally reconstructing the damaged boundary wall; June 2013
- Internal nave lighting remodelled, with LED luminaires utilised; April 2014; £12,385.00
- External lighting adapted to utilise LED luminaires; April 2014; £3,295.00
- Northern Electric trimmed back tree branches generally where impacting upon electrical cables; August 2014
- New display board erected adjacent main entrance gate; May 2015; £505.00
- Internal redecoration of Church generally with emulsion, including part plaster skimming to west wall; July 2015; £4,058.00
- Sound system and audio loop installed; May 2016; £2,555.00
- Loose slates repaired

In addition, the following inspections were completed:

- NAPIT Electrical Certificate Installation/Modification, relating to the lighting modifications above, dated 21.03.2014
- Ecclesiastical Risk Management Report, dated 16.10.2017
- Corneton Fire Protection Certificate of Inspection, dated 12.01.2018

2.5 The following works were to be completed:

- A persistent rainwater leak at the junction between the nave and chancel roof lines is to be repaired. This repair will necessitate the associated watertables to be rebedded and repointed in lime, and a quotation has been accepted from Wensley Roofing Limited in the sum of £2,297.00 exclusive of VAT
- IEE Electrical Installation Safety Certificate
- Lightning conductor inspection and Certification

It is understood that the NAPIT Certificate associated with the lighting modifications relates to that work only. A full electrical inspection and Certification should be carried out for the whole church installation, ideally annually, but every five years as a maximum.

It is suggested both the Electrical Safety lightning conductor inspections be completed at the same time by the same IEE accredited inspector.

It is suggested that the Wensley Roofing Limited scope of works is increased to include the localised repair and replacement of all missing, slipped or poorly repaired slates/ridges on the various church roof slopes as identified within this report.

3.0 LIMITATIONS OF THE SURVEY

3.1 The following inaccessible parts of the church were not surveyed at the time of inspection:

- Substructure of suspended floors
- Concealed roof spaces
- Exposed roof timbers were visually examined from floor level with binoculars
- Roof slates, ridges, high level stonework and rainwater goods were visually examined from ground level with binoculars

4.0 NOTES ON THE SURVEY

4.1 Notes are listed chronologically, commencing on the south aspect and progressing in an anti-clockwise direction around the building.

4.2 ROOF:

4.2.1 Nave South slope:

Several slates are broken or dislodged.

Action: Within Six Months

- *Repair slates*

4.2.2 Chancel South Slope:

Slating is generally satisfactory.

The ridge tile abutting the nave gable has been poorly repaired in cement rich mortar. This may also be exacerbating the aforementioned leak.

Action: Within Six Months

- *Repair ridge to match original pattern*

4.2.3 Chancel North Slope:

Broken slate.

The ridge tile abutting the nave gable has been poorly repaired in cement rich mortar. This may also be exacerbating the aforementioned leak.

Action: Within Six Months

- *Repair slate*
- *Repair ridge to match original pattern*

4.2.4 Vestry East Slope:

Several slates are broken or dislodged; there is vegetation growing on the abutment.

Action: Within Six Months

- *Repair slates*
- *Remove vegetation*

4.2.5 Vestry West Slope:

Several slates are broken or misaligned abutting the gable watertabling.

Action: Within Six Months

- *Repair and realign slates*

4.2.6 Nave North Slope:

Several slates are broken, dislodged or poorly repaired, especially between the chimney flue and east gable watertabling.

Action: Within Six Months

- *Repair slates*

4.2.7 Porch West Slope:

Several slates are broken or dislodged, especially along the ridge.

The ridge pointing is in poor condition.

Action: Within Six Months

- *Repair slates*
- *Repoint ridge in lime*



4.2.8 **Porch East Slope:**
Slating is generally satisfactory.

The ridge pointing is in poor condition.

Action: Within Six Months

- *Repoint ridge in lime*

4.2.9 **Missing Cross at Junction of Nave and Chancel Watertable:**

It is noted that the masonry cross at the junction of the nave and chancel watertable is missing; there is evidence of the original protruding locating dowel.

Action: Desirable

- *Replace Cross to match the adjacent design*



4.3 RAINWATER AND SOIL PIPE GOODS

4.3.1 Nave South:

Black plastic ogee gutter, clips and pipe in reasonable condition

4.3.2 Chancel South:

Black plastic ogee gutter, clips and pipe in reasonable condition.

4.3.3 Chancel North:

Black plastic ogee gutter, clips and pipe in reasonable condition.

4.3.4 Vestry East:

Black plastic ogee gutter, clips and pipe in reasonable condition.

4.3.5 Vestry West:

Black plastic half round gutter, clips and pipe in reasonable condition, but with gutter backfall away from the rainwater pipe.

Action: Within Six Months

- *Realign gutter*

4.3.6 Nave North:

Black plastic half-round gutter and clips in reasonable condition.

Black painted cast-iron pipes and brackets in reasonable condition, although localised realignment adjacent to the easterly flue would be beneficial.

Black painted cast-iron soil vent pipe in reasonable condition.

Action: Within Six Months

- *Realign pipework adjacent to easterly flue – also note slates as item 4.2.6 above*



4.3.7 **Porch West:**

Black plastic half round gutter, with cast-iron clips and pipe in reasonable condition, with the exception of the rainwater pipe alignment to the gully, where the pipe has been redirected away from the insitu bracket to discharge directly into the gully. There also appears to be a slight backfall to the gutter.

Action: Within Six Months

- *Realign rainwater pipe and relocate bracket to suit*



4.3.8 **Porch East:**

Black plastic half round gutter, clips and pipe in reasonable condition; there is vegetation growing above the rainwater pipe.

Action: Within Six Months

- *Remove vegetation*

4.3.9 **Cleaning of Gutters and Gullies:**

As regular maintenance to negate water ingress and dampness, clean all gutters and gullies of debris and vegetation.

Action: Every Six Months; Twelve Months Maximum

- *Remove debris and vegetation from gutters*

4.4 **BELLCOTE**

4.4.1 The bell has an electronic bell ringing mechanism incorporated, with the high level terminal box poorly located.

The cabling serving the bell ringing mechanism has been poorly routed on the external wall, and is inadequately clipped.

Action: Within Twelve Months

- Rationalise the cable route and provide additional clips



Action: Desirable

- Reposition the terminal box within the bellcote so as to minimise visual intrusion from ground level



4.5 EXTERNAL WALLS

4.5.1 General:

The general comments made in previous reports remain relevant, and are repeated as follows:

There are quite a number of areas where the stonework is showing signs of erosion and this process may well have been accelerated by the heavy cement-rich pointing work carried out in the past. As the stone erodes the pointing remains and becomes slightly proud, creating a gap that allows water behind the pointing making the situation worse. Water migration through the cement-rich pointed joints is also interrupted, exacerbating the decay cycle and encouraging freeze-thaw erosion.

Unfortunately, there has been some recent 'strap pointing' in what appears to be a cement-strong mix and this will have a seriously deleterious effect on the stone. Stonework pointing should always be carried out in a NHL lime mortar appropriate to its location, and finished flush with the stonework and tamped with a churn brush to an approved sample. This traditional methodology will allow water to run freely down the face of the wall, and to evaporate naturally through the breathable stonework and lime pointing.

In addition, it is noted that the ground levels to the east of the building appear to have been lowered or eroded away, which has partially exposed the wall foundations and slate coursing. There are many open joints at this low level, which require lime repointing.



4.5.2 **Nave South Wall:**

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition.

The redundant conduit pipe between the porch west wall and adjacent buttress should be removed.

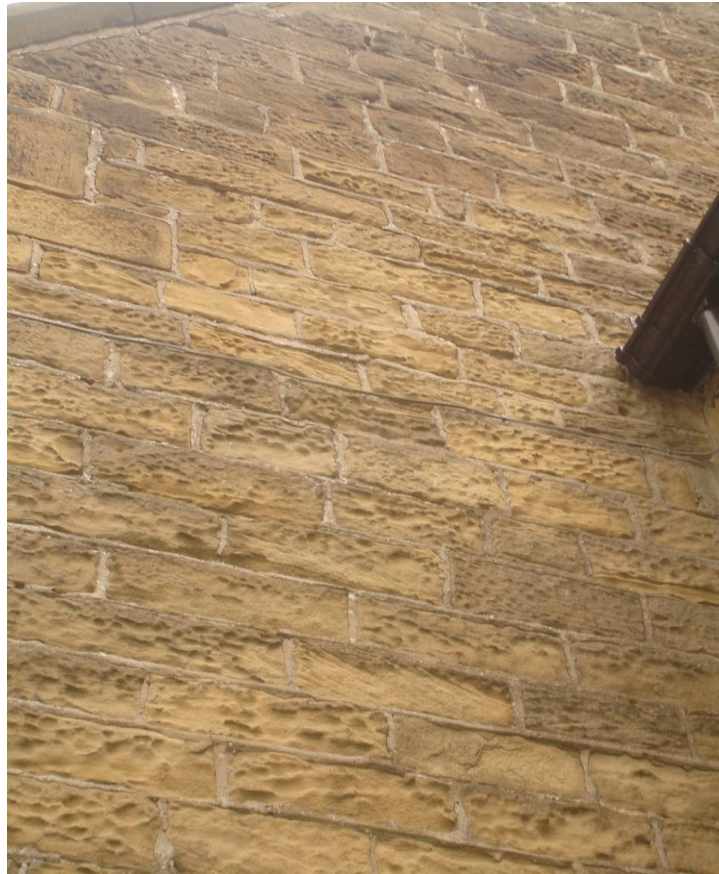


Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*
- *Remove redundant pipe*

4.5.3 **Nave East Wall:**

Stonework erosion due to inappropriate or lack of pointing is particularly in evidence and the wall will continue to deteriorate unless appropriate action is implemented.



Several watertabling slabs to the east gable have settled, and require rebedding, repointing and reparing in lime. Note item 2.5 above regarding Wensley Roofing Limited instructed work.



Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint walls and watertabling as necessary*
- *Rebed, repoint and repara watertabling slabs*

4.5.4 Chancel South Wall:

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition; there is loose mortar adjacent to west rainwater pipe.

There is rust staining of the stonework below the corroding steel window grillage.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*

4.5.5 Chancel East Gable Wall:

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition.

There is rust staining of the stonework below the corroding steel window grillage.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*

4.5.6 Chancel North Wall:

There are areas of masonry which would benefit from localised lime repointing, particularly at eaves level below the gutter line, but the wall is in reasonable condition.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*

4.5.7 Vestry East Wall:

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*

4.5.8 Vestry North Wall:

There are areas of masonry erosion evident, exacerbated by the cementitious 'strap pointing', which should be removed carefully by hand and repointed with lime; the west kneeler would benefit from localised lime repointing.



Action: Within Twelve Months

- *Carefully remove 'strap pointing' by hand*
- *Brush down eroding stonework*
- *Lime repoint as necessary*

4.5.9 Nave North Wall:

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition.

There is rust staining of the stonework below the corroding steel window grillage.

Bitumen stains remain where the felted boiler house roof has been removed.

There are areas of loose 'crazy paving' which are dangerous and will encourage moisture retention.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint as necessary*

Action: Immediately

- *Rationalise loose 'crazy paving'*

Action: Desirable

- *Remove bitumen stains*

4.5.10 Nave West Wall:

There are areas of masonry which would benefit from localised lime repointing, but the wall is in reasonable condition. The watertabling requires partial lime repointing.

There is rust staining of the stonework below the corroding steel window grillage.

Action: Within Twelve Months

- *Brush down eroding stonework*
- *Lime repoint walls and watertabling as necessary*

4.5.11 Porch:

There are areas of masonry which would benefit from localised lime repointing, but the walls are in reasonable condition; the gable peak above the door is in particular need of repointing, with hungry bed and perpend joints in evidence. The dressed keystone to the Gothic entrance door has open joints which requires repointing, and there is evidence of historic movement which appears to have been arrested; this should be monitored.



Action: Within Twelve Months

- *Lime repoint walls, keystone and watertabling as necessary*

Action: Desirable

- *Relocate luminaire junction box*

4.6 WINDOWS

4.6.1 Glazing:

The glazing and lead comes appear in reasonable condition.

- 4.6.2 All windows are protected externally with both polycarbonate and painted steel grilles. The grilles are unsightly and positioned on the face of the wall with intrusive fixings into the stonework rather than joints, which is unconventional and unlikely to have been approved by the DAS. Although the grilles appear to have been painted, there is unsightly rust staining on the sandstone walls beneath, which is almost impossible to completely remove. The location of the grilles does not allow the rear of the grilles to be maintained or painted, which has exacerbated the rusting, and also precludes maintenance and cleaning of the polycarbonate beyond.



As the polycarbonate provides any necessary protection, it is recommended that consideration be given to removing the grillage to both negate further rust staining and improve the external visual quality of the building.

Action: Desirable

- *Remove external rusting grillage*
- *Investigate techniques and sampling for removing the rust stains*
- *Consider either polyester powder coated or stainless steel replacement grillage if considered a necessary secondary safeguard to the glazing. If this was considered, the removal of the polycarbonate might also be appropriate*

4.7 DOORS

4.7.1 External Doors:

- 4.7.1.1 The south main external double arched doors have recently been redecorated with a traditional scumbled finish internally and externally.
- 4.7.1.2 The north-east vestry door has recently been redecorated with a traditional scumbled finish externally. There remains a proliferation of redundant ironmongery.

4.7.1.3 The north door leading to the toilet lobby is a 10 panelled framed door; there is evidence that the panels may have recently been replaced.

4.7.2 Internal Doors:

4.7.2.1 Internal doors are generally in reasonable condition, with any associated comments stated below on a room-by-room basis.

4.7.2.2 The porch has been fitted with an additional pair of solid partially glazed draught lobby doors, which are of inappropriate design.

Action: Desirable

- *Reconsider the need for the porch draught lobby doors. Replace with appropriate designed doors.*

4.8 INTERNAL

4.8.1 Nave:

4.8.1.1 Nave Floor:

The nave floor is sandstone paving, with the pews located on a raised timber dais to either side of the central aisle. The rear area of the north timber dais appears to have several pews removed to form carpeted children's liturgy area. The area immediately in front of the chancel is also carpeted.

A cast iron heating grille – now redundant - runs down the centre of the central aisle. The floor is in reasonable condition, as is the cast iron heating grille, which should be retained.

Limited lime repointing and localised indent repairs (to negate tripping hazard) are required to the sandstone floor adjacent to the porch.

Action: Within Six Months

- *Localised lime repointing and indent repair sandstone floor*

4.8.1.2 Nave Walls:

The nave walls are lime plastered, with sandstone window dressings within splayed reveals. The plasterwork would have originally been limewashed, but has unfortunately been overpainted with modern emulsion paint, negating the ability for the wall to breath. A simple timber painted dado runs along both north and south walls.

An historic movement crack to the north wall does not appear to have deteriorated since the previous report, and has been infilled as part of the recent redecoration works as indicated below:



Similarly, evidence of water ingress adjacent to south main entrance door appears to have been resolved, with redecoration being completed successfully as below:



It has not been possible to inspect behind the dado panelling, and whilst there was no evidence of decay, this should be monitored.

The access door beneath the south-west gallery stair is in very poor condition, and the storage space beneath the stair has a musty odour due to lack of ventilation.

Action: Within Six Months

- *Replace the access door beneath the gallery stair with painted louvred pattern*

4.8.1.3 Nave Ceiling:

The nave enjoys a dignified trussed structure with exposed purlins and under boarded soffit. The ceiling and structure is sealed, and in reasonable condition, with a new remodelled LED lighting installation completed since the last report.

4.8.2 Chancel:

4.8.2.1 Chancel Floor:

The chancel floor enjoys a simple mosaic finish which is in reasonable condition.

4.8.2.2 Chancel Walls:

The chancel walls are lime plastered, with sandstone window dressings within splayed reveals. The plasterwork would have originally been limewashed, but has unfortunately been overpainted with modern emulsion paint, negating the ability for the wall to breath.



An historic movement crack to the south wall window jamb does not appear to have deteriorated since the previous report, and has been infilled as part of the recent redecoration works as indicated above:

4.8.2.3 Chancel Ceiling:

The nave enjoys a dignified trussed structure with exposed purlins and under boarded soffit. The ceiling is in reasonable condition.

4.8.3 Organ Gallery:

The organ gallery and access stair was a 1950's reinforced concrete intervention, with mild steel stair balustrade. The gallery houses the organ and was potentially used as a choir gallery at one time.

The manufacturer of the organ was not evident, but a plaque states it was rebuilt in 1961 by HY Groves and Son, Nottingham.

4.8.3.1 Organ Gallery Floor:

The raking reinforced concrete gallery incorporates raked steps, which have differing goings and risers and are somewhat challenging. The steps are partially infilled with a timber dais associated with the organ.

The gallery is used as a general storage area, which is unsightly and a potential fire risk.

Action: Immediate

- *Remove and rationalise items stored on the gallery*

4.8.3.2 Organ Gallery Walls:

The walls are part of the nave and are in reasonable condition; they have been partially redecorated as part of the recent redecoration.

There is evidence of paint failure to the west gable behind the organ, which should be monitored, with necessary external lime repointing carried out as item 4.5.10 above.

The front balustrade is too low for current legislation. An 1100 high raised barrier of appropriate unobtrusive design should be incorporated.

The organ seat backrest is of concern from a Health and Safety aspect, which should be appropriately strengthened and partially infilled.

Action: Desirable

- *Incorporate a raised barrier rail to the front balustrade to 1100mm height above floor for Health and Safety compliance*
- *Strengthen and partially infill the organ seat backrest*

4.8.3.3 Organ Gallery Ceiling:

The ceiling is part of the nave and is in reasonable condition.

4.8.4 Vestry:

4.8.4.1 Vestry Floor:

The timber floor has been carpeted. There is evidence of loose boarding beneath.

Action: Within Six Months

- *Make good to loose floorboards*

4.8.4.2 Vestry Walls:

The walls have been overboarded at some time, possibly due to deteriorating plaster. There is no evidence of problems associated with this intervention, but as access is not possible this should be monitored.

The walls have recently been made good as part of the associated redecoration.

The gas meter is located within the room, and is crudely located.

The electrical cupboard is in poor condition with missing panelling and binding doors.

It is noted the tile splashback to the Belfast sink has been improved since the last report:



Action: Within Six Months

- *Make good or replace the electrical cupboard*

Action: Desirable

- *Rationalise the gas meter location*

4.8.4.3 Vestry Ceiling:

The vestry has a timber panelled ceiling which is in reasonable condition. There is no evidence of water staining and the ceiling has recently been redecorated.

4.8.5 Meeting Room:

The meeting room was created as an enclosed undercroft below the organ gallery in the 1950's.

The meeting room accommodates modern kitchen units, stainless steel sink, instantaneous electric hot water heater, microwave and fridge, located to the northern part of the room.

4.8.5.1 Meeting Room Floor:

The floor is carpeted, and there is evidence of loose boarding beneath (it is assumed this is loose plywood sheeting underlay).

The line of the original cast iron central grillage is visible beneath the carpet; this is not considered a trip hazard.

Action: Desirable

- *Make good to the substrate and levels beneath the carpet*

4.8.5.2 Meeting Room Walls:

The walls have been redecorated; ventilation grilles – aligned with external clay air bricks – are located at high level on the west gable.

The internal ventilation grilles are becoming infilled with emulsion paint.

Action: Within Six Months

- *Clear grilles of all excessive paintwork*

4.8.5.3 Meeting Room Ceiling:

The raking ceiling is formed by the organ gallery floor structure. It is in reasonable condition, and has recently been redecorated.

4.8.6 Rear Lobby and Toilet:

The toilet is not DDA compliant and is not mechanically ventilated.

Action: Desirable

- Consider the planning layout of the toilet to make DDA compliant and introduce mechanical ventilation in an appropriate manner

4.8.6.1 Rear Lobby and Toilet Floor:

The concrete floor is painted. The recessed floor matwell has been infilled with concrete:



Action: Desirable

- Repaint floor

4.8.6.2 Rear Lobby and Toilet Walls:

A stainless basin is located within the lobby, which doubles as both a general sink and toilet basin. The low level toilet has exposed services, with unprofessional pipework runs. The toilet door binds.

The walls have recently been partially redecorated, but there remains evidence of water ingress to the lower external door jamb, which may be attributed to the partially blocked rainwater pipe gully and raised 'bed' beyond:



Action: Desirable

- Rationalise and decorate services; adjust toilet door to negate binding
- Ensure external gully and 'bed' remain clear of leaves and debris to facilitate drying out

4.8.6.3 Rear Lobby and Toilet Ceiling:

The ceiling is in reasonable condition, and has recently been redecorated.

4.8.7 Porch:

The access into the church via the main porch is not inclusive or DDA compliant. The mild steel external handrails, whilst functional are not considered of appropriate design.



Action: Desirable

- Consider remodelling the planning layout of the porch and main entrance to make DDA compliant, and introduce associated appropriate handrails

4.8.7.1 Porch Floor:

The original sandstone floor is partially covered in loose carpet tiles associated with the internal draft lobby.

Action: Within Six Months

- Refix loose carpet tiles. It may be appropriate to replace these tiles with a sheet 'wipe-off' zone carpet in lieu of standard tiles

4.8.7.2 Porch Walls:

The walls have been partially repointed with inappropriate cement-rich mortar, which has been poorly executed and incorporates inappropriate bed and perpend lining.

Rust jacking of the lower west external door hinge has caused a failure to the sandstone which requires appropriate indent repair.

Action: Within Six Months

- Clean rust from wrought iron hinge and indent repair associated damaged sandstone

Action: Desirable

- *Carefully remove all cement-rich pointing, clean sandstone of excess mortar and repoint with lime*



4.8.7.3 Porch Ceiling:

The ceiling timber structure is exposed, with an under boarded timber soffit. The boarding shows evidence of water staining, which is believed to be historic – this should be monitored, with any water leaks repaired.

Action: Desirable

- *Redecorate ceiling*

4.9 CHURCH FURNISHINGS

4.9.1 The altar, lectern, pews and memorials are all in satisfactory condition.

4.10 INSTALLATIONS

4.10.1 The lightning conductor runs within a galvanised steel conduit at low level, with no apparent means of testing for correct earthing. It is essential that the conductor is tested, and repaired or replaced as necessary, by a specialist with a copy of the report and certification kept within the Church Log Book.

Action: Within Six Months

- *Test and repair, or replace, the lightning conductor as necessary*



4.11 HEATING INSTALLATION

- 4.11.1 Heating is facilitated by wall-mounted blown hot-air heaters located on the external envelope of the building; there are three heaters in the nave, one in the chancel, one in the vestry and one in the meeting room.

Whilst noisy, the heating system appears to be relatively efficient and in satisfactory working condition.

4.12 ELECTRICAL INSTALLATION

- 4.12.1 The lighting system has recently been remodelled as previously described in Section 2.4 above, with the appropriate certification.

An IEE Electrical Installation Safety Certificate for the whole church building is required.

Action: Immediate

- Commission accredited IEE Electric Installation Safety Certificate

4.13 FIRE FIGHTING EQUIPMENT

- 4.13.1 Fire extinguishers should be provided in accordance with the recommendations of the Fire Prevention Officer and checked annually with dates entered in the service records.

The following fire-fighting equipment is in place:

- **Vestry**
1 x 6.0 litre water extinguisher
- **Organ Gallery**
1 x 2k C02 extinguisher
- **Meeting Room**
1 x 9.5 litre water extinguisher
1 x 1100x1100mm fire blanket

All of the appliances are certified as being inspected and approved by Cormeton Fire Protection Limited on 12 January 2018.

4.14 BOUNDARY WALLS

- 4.14.1 The stone boundary walls generally are in reasonable condition, but it is apparent that regular maintenance is not being carried out by the local council as is understood to be their responsibility; the condition of these walls will deteriorate rapidly, especially at their copings and bases, should this not be implemented. Gates on the south boundary are damaged and dangerous, and should be repaired as a matter of urgency:



Localised rebuilding, indent repair and repointing to the boundary wall stonework is required.

It is noted that a tree has been removed to the west boundary with the associated wall locally rebuilt as indicated below:



Part of the north-west boundary appears to be acting as a retention wall to a domestic garage at higher level. The wall is deteriorating at its lower level, and due to the imposed loading from the garage and retained substructure, there is potential for structural failure, with the resultant partial collapse of the supported garage.



The south pillar to the main east entrance gates shows evidence of incremental rust-jacking associated with the wrought iron hinges:



All three sets of original wrought iron gates are in need of urgent maintenance, with serious rust jacking in evidence, which requires careful cleaning, preparation and redecoration if the safe and efficient life of these gates are to be maintained. This applies to both the gates proper and the pillars or posts.

Action: Within Six Months

- *Reconsolidate walls*

Action: Within Six Months

- *Repair wrought iron gates, pillars and posts*

4.15 MEMORIALS

4.15.1 There are several tombstones within the graveyard have either fallen over, or are leaning dangerously:



The war memorial to the north-east of the church has been inappropriately repointed with cement-rich mortar.

Action: Desirable

- *Carry out an inspection of all memorials, with a view to repairing*
- *Carefully remove all cement-rich pointing to the war memorial and repoint with lime*

5.0 GENERAL

- 5.1 The external approach to the church is delightful and the awards the church has won for grounds maintenance are well deserved.
- 5.2 Finances have been raised and expended on a remodelled LED lighting system and redecoration, which is to be applauded.
- 5.3 Stone repairs and repointing continue to be necessary to ensure the longevity of both the church structure, and to prevent the deterioration of the internal plaster and associated finishes.
- 5.4 Maintenance of the various roofs continue to be a necessity to negate water ingress and potential decay.
- 5.5 Since the Disability Discrimination Act became law in October 2004, the PCC has an obligation to make the building accessible and inclusive to all. The PCC needs to address this urgently and draw up a programme of works to make the building compliant, especially in terms of access and toilet provision, to avoid potential prosecution in the future.

5.6 DDA access around the building should also be considered, with repairs required to broken and uneven public paths around the building; moss should also be cleared from all paths:



5.6 Item 4.14.1 in respect of the boundary walls remains of particular concern. Litigation may well become an issue should the walls fail, and the PCC should make urgent representations to the Local Authority, who is understood to be responsible for the maintenance of the boundary walls. It is imperative the liability for the maintenance of these walls is unambiguously ascertained.

Action: Within Six Months

- *Repair, level and clean all public external paths around the building*

6.0 RECOMMENDED REPAIRS IN ORDER OF PRIORITY

6.1 Please note that the following list is not a specification for the execution of the works and a Faculty will be required for repairs carried out.

The costs shown are budget estimates, inclusive of professional fees and VAT, and are given for guidance only. Competitive quotations should be sought in each case:

6.2 **Action: Immediately:**

- Rationalise loose 'crazy paving'
- Commission accredited IEE Electric Installation Safety Certificate
- Estimate £500

6.3 **Action: Within Six Months:**

- Repair and realign slates
- Repair ridge to match original pattern
- Remove debris and vegetation from gutters (6 months, or 12 months maximum)
- Repoint ridge in lime
- Realign gutter
- Realign pipework adjacent to easterly flue – also note slates as item 4.2.6 above
- Realign rainwater pipe and relocate bracket to suit
- Localised lime repointing and indent repair sandstone floor
- Replace the access door beneath the gallery stair with painted louvred pattern
- Make good to loose floorboards
- Make good or replace the electrical cupboard
- Clear grilles of all excessive paintwork
- Refix loose carpet tiles. It may be appropriate to replace these tiles with a sheet 'wipe-off' zone carpet in lieu of standard tiles
- Clean rust from wrought iron hinge and indent repair associated damaged sandstone
- Test and repair, or replace, the lightning conductor as necessary
- Reconsolidate walls
- Repair wrought iron gates, pillars and posts
- Repair, level and clean all public external paths around the building
- Estimate £7,500

6.4 **Action: Within Twelve Months**

- Rationalise the cable route and provide additional clips
- Brush down eroding stonework
- Lime repoint as necessary
- Remove redundant pipe
- Rebed, repoint and repace watertabling slabs
- Carefully remove 'strap pointing' by hand
- Estimate £5,000

6.5 **Action: Desirable**

- Replace Cross to match the adjacent design
- Reposition the terminal box within the bellcote so as to minimise visual intrusion from ground level
- Remove bitumen stains
- Relocate luminaire junction box
- Remove external rusting grillage
- Investigate techniques and sampling for removing the rust stains
- Consider either polyester powder coated or stainless steel replacement grillage if considered a necessary secondary safeguard to the glazing. If this was considered, the removal of the polycarbonate might also be appropriate
- Reconsider the need for the porch draught lobby doors. Replace with appropriate designed doors.
- Incorporate a raised barrier rail to the front balustrade to 1100mm height above floor for Health and Safety compliance
- Strengthen and partially infill the organ seat backrest
- Rationalise the gas meter location

- Make good to the substrate and levels beneath the carpet
 - Consider the planning layout of the toilet to make DDA compliant and introduce mechanical ventilation in an appropriate manner
 - Repaint floor
 - Rationalise and decorate services; adjust toilet door to negate binding
 - Ensure external gully and 'bed' remain clear of leaves and debris to facilitate drying out
 - Consider remodelling the planning layout of the porch and main entrance to make DDA compliant, and introduce associated appropriate handrails
 - Carefully remove all cement-rich pointing, clean sandstone of excess mortar and repoint with lime
 - Redecorate ceiling
 - Carry out an inspection of all memorials, with a view to repairing
 - Carefully remove all cement-rich pointing to the war memorial and repoint with lime
- Estimate £20,000

It should be noted that all elements highlighted in red within Section 6.0 above are the responsibility of the Local Authority. As such, the methodology, scope and specification of these items is extremely variable, and as such no estimated costs have been considered.

7.0 APPENDICES:

- 7.1 NAPIT Electrical Certificate Installation/Modification, dated 21.03.2014
- 7.2 Ecclesiastical Risk Management Report, dated 16.10.2017
- 7.3 Corneton Fire Protection Certificate of Inspection, dated 12.01.2018

7.1 NAPIT Electrical Certificate Installation/Modification, dated 21.03.2014



NAPIT Electrical Certificate Installation/Modification

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations 17th Edition]

Can be used for new installations, additions or alterations. Please complete all the unshaded areas.

Page 1 of 5

1 Details of the installation

Owner/Occupier dorothy snowball
Address st thomas church
Galloping green road
Gateshead

Installation (if different from owner/occupier)
Address \

Postcode

Postcode

2 Extent and limitations of the installation (note 5)

Installation is New Addition Alteration Records available Yes No Date of original installation 21/03/2014

Extent of electrical installation covered by this report

rewire to new lighting circuit within church new consumer units new sockets x3 new outside lights upgrade of all earthing

Comments

This inspection has been carried out in accordance with BS 7671: 2008 (IEE Wiring Regulations), amended to 2011 (date)

Details of departures from BS:7671 (Regulations 120.3, 120.4) See page(s) N/A

Comments on the existing installation (in the case of alteration or addition) See page(s) None

(For additions or alterations) cables concealed within trunking and conduits, or cables or conduits concealed under floors, in roof spaces and generally within the fabric of the building or underground may not have been inspected.

3 Next inspection (note 7)

We recommend that this installation is further inspected and tested after an interval of not more than 5 months/years, or on change of occupancy.

DECLARATION: For the Design, Construction & the Inspection and Testing of the Installation as described above

Company name react electrical services

Signature

Neil Gonzalez
electronically created

Inspector name neil gonzalez

Company address 46 whitton view
rothbury

Position owner

Date 21/03/2014

Postcode NE657QN

NAPIT Membership No.17692

4 Supply characteristics and earthing arrangements

Supply systems TN-S TN-C-S TT Number & type of live conductors No. of phases 1 No. of wires 2

Nature of Supply Parameters (by enquiry or by measurement)

Nominal voltage, U/U₀ 230 v Nominal frequency, f 50 Hz Phase sequence x

Prospective fault current, I_{pf} (note 6) .72 kA External loop impedance, Z_e 3.19 Ω

Supply Protective Device Characteristics BS 1361 Type Type 1 Nominal Current Rating 60/80 A Max Demand 15 kVA/Amps

Means of Earthing Distributor's facility Installation earth electrode

Details of Installation Earth Electrode (where applicable) Type (e.g. rod(s), tape etc) Rod

Location vestry door Electrode resistance to earth 3.14 Ω

Main Protective Conductors Material Csa (mm²) Verified Water Csa(mm²) Gas Csa(mm²) Oil Csa(mm²)

Earthing Conductor Copper 16 10 10 N/A

Protective Bonding Conductor Copper 10 Other Csa(mm²) N/A

Main Switch or Circuit Breaker Material Csa(mm²) Verified

BS 4293 Type Type B Supply conductor Copper 25

Location vestry No. of Poles 2 Current rating 100 Voltage rating 230

Fuse or Trip Setting A Voltage rating N/A

Rated residual operating current I_{Δn} = 30 mA measured operating time of 22 ms (at I_{Δn})

(applicable only where an RCD is suitable and is used as a main circuit-breaker)

NAPIT *Electrical Certificate* Installation/Modification

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations]

NOTES:

1. This Electrical Certificate form shall only be used for the reporting on the condition of a new electrical installation, new work associated with an existing installation or an alteration to an existing installation. Where the work has been done by a Competent Person on a self certification scheme approved by the Secretary of State, a Building Control Officer may have undertaken a 'Visual Check' of the installed equipment and cables, prior to them being concealed within the fabric of the dwelling (first fix stage).
2. The final Inspection, Test, Verification and Completion of this certificate must be undertaken by a person on the NAPIT Competent Persons Registrations scheme.
3. For Domestic Installations, the work may be subject to Local Authority Building Control certification.
4. The Certificate, normally comprising at least three Pages and shall include an Inspection Schedule and a Schedule of Test Results.
5. The 'Extent and Limitations' box shall fully identify the elements of the installation that are covered by the report and those that are not, this aspect having been agreed with the client, or Building Control, or other interested parties before the final inspection, testing and verification is carried out.
6. The maximum prospective fault current recorded should be the greater of either the short circuit current or the earth fault current.
7. The time interval recommended for the next periodic inspection and testing shall be given. The IEE Guidance Note 3 provides guidance on the maximum interval between inspections for various types of buildings.
8. This Electrical Certificate is based upon the format of the Electrical Installation Certificate for an Electrical Installation, issued by the Institute of Electrical Engineers and published in BS 7671.
9. Details of departures from BS 7671 must be noted with a full description and explanation. The resulting degree of safety of the installation shall not be less than that obtained by compliance with the Regulations.

NAPIT Electrical Certificate Information for recipients (to be appended to the report).

This Electrical Certificate form shall only be used for the reporting on the condition of a new electrical installation, new work associated with an existing installation or an alteration to an existing installation, where the work has been done by a NAPIT Competent Person who may be on a self certification scheme approved by the Secretary of State (see note 1 above), or where the work may be subject to Local Authority Building Control certification. You should have received an original Certificate and the contractor should have retained a duplicate. If you were the person ordering this Certificate, but not the owner of the installation, you should pass this Certificate, or a copy of it, immediately to the owner. The original Certificate is to be retained in a safe place and be shown to any person inspecting or undertaking work on the electrical installation in the future. If you later vacate the property, this Certificate will provide the new owner with details of the condition of the new electrical installation that it refers to. The 'Extent' box should fully identify the extent of the installation covered by this Certificate and any limitations on the inspection and tests. The Client or Building Control Officer should have agreed these aspects with you before the inspection was carried out. For safety reasons, the electrical installation will need to be re-inspected at appropriate intervals by a competent person. The IEE Guidance Note 3 provides guidance on the maximum interval between inspections for various types of buildings. The Certificate is only valid if an Inspection Schedule And Schedule of Test Results are appended. If this work is Domestic, the work should be carried out by a person on a Competent Persons Register approved by the Secretary of State, you should also receive a 'Compliance with Building Regulations Declaration' within 30 days of the electrical installation being completed, if not then this work may be subject to Local Authority Building Regulation certification.



NAPIT Electrical Certificate Installation/Modification

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations 17th Edition]

Can be used for new installations, additions or alterations. Please complete all the unshaded areas.

5 Inspector to record their observations in the 1st column below during the 'first fix' visual check and any omissions or corrected non-conformances, recorded by the Electrical Inspector in the 2nd column below, during the final inspection.

= Optional 1st Fix

| 1st Fix | | 2nd Fix | | Schedule of Inspections |
|-----------|-----------|-----------|-----------|--|
| Inspected | Rectified | Inspected | Rectified | |
| ✓ | ✓ | ✓ | ✓ | Installation Design Specification is available for the Installer and the Inspector |
| ✓ | ✓ | ✓ | ✓ | Earthing Conductor is present, securely connected and a warning label fitted |
| ✓ | ✓ | ✓ | ✓ | Earthing Conductor of the correct size |
| ✓ | ✓ | ✓ | ✓ | Protective Bonding Conductors correctly sized |
| ✓ | ✓ | ✓ | ✓ | Protective Bonding Conductors securely connected and a warning label fitted |
| ✓ | ✓ | ✓ | ✓ | Consumer Unit position accessible and where specified on the design |
| ✓ | ✓ | ✓ | ✓ | Correct Circuit Protection Devices fitted and identified for each circuit |
| ✓ | ✓ | ✓ | ✓ | Correct Cable type and size used, allowing for external influences and volt drop |
| ✓ | ✓ | ✓ | ✓ | Cable run in 'safe' zones and adequately protected |
| ✓ | ✓ | ✓ | ✓ | Cables securely fastened or in appropriate wiring systems |
| ✓ | ✓ | ✓ | ✓ | All Cable cores correctly identified at joints and in accessories |
| ✓ | ✓ | ✓ | ✓ | All cable joints correctly terminated, secure and accessible |
| ✓ | ✓ | ✓ | ✓ | Modifications to the Building Fabric appropriate and safe (Structure) |
| ✓ | ✓ | ✓ | ✓ | Modifications to the Building Fabric appropriate and safe (Fire) |
| ✓ | ✓ | ✓ | ✓ | All Accessories correctly placed as appropriate |
| ✓ | ✓ | ✓ | ✓ | Appropriate Supplementary Bonding present and adequately sized |
| ✓ | ✓ | ✓ | ✓ | Supplementary Bonding securely connected and a warning label fitted if required |
| ✓ | ✓ | ✓ | ✓ | Additional protection provided by RCD where required |
| ✓ | ✓ | ✓ | ✓ | All Accessories have environmental protection appropriate for external influences |
| ✓ | ✓ | ✓ | ✓ | All covers replaced, Accessories secure and neatly aligned |
| ✓ | ✓ | ✓ | ✓ | The number of points and their location agree with the original design |
| ✓ | ✓ | ✓ | ✓ | Circuit details correct on the installation schedule |
| ✓ | ✓ | ✓ | ✓ | Periodic Label, RCD label and other Safety Labels fitted |

Schedule of Test

| | | | |
|-----|---|---|--|
| ✓ | External earth loop impedance, Ze | ✓ | Insulation Resistance between Live conductors |
| ✓ | Installation earth electrode | ✓ | Insulation Resistance between Live conductors & earth |
| ✓ | Prospective fault current I _{pf} | ✓ | Polarity (prior to energisation) |
| ✓ | Continuity of Earth Conductors | ✓ | Polarity (after energisation) including phase sequence |
| ✓ | Continuity of Circuit Protective Conductors | ✓ | Earth fault loop impedance |
| ✓ | Continuity of Protective Bonding Conductors | ✓ | RCDs / RCBOs including discrimination |
| N/A | Volt drop verified | ✓ | Functional testing of devices |

The sections above are – Satisfactory (✓), Not Satisfactory (X), Not Checked (N/C) or Not Applicable (N/A)

Observations (if any, if none please put 'none' below)

Inspector's Name – First Fix: Neil Gonzalez

Signature *Neil Gonzalez* electronically created

For additional report see page(s)

Inspector's Name – Second Fix: Neil Gonzalez

Signature *Neil Gonzalez* electronically created

For additional report see page(s)

SCHEDULE(S)

The attached Schedule(s) are part of this document and this Report is valid only when they are attached to it.

✓ Schedule of Test Results are attached.



NAPIT Electrical Test Sheet

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations 17th Edition]
 Can be used for new installations, additions or alterations
 Please complete all the unshaded areas.

This sheet forms part of Inspection Report Number*/Certificate

Owner/Occupier: **dorothy snowball**

Complete in every case

Location of distribution board: **vestry**
 Distribution board designation: **church lights**

Number of ways: **3**

Address: **st thomas church Galloping green road Gateshead**

Complete only if the distribution board is not connected directly to the origin of the installation

Characteristics at this distribution board

Supply to distribution board is from: **met**
 No. of phases: **2**
 Nominal Voltage: **230 V**
 Overcurrent protective device for the distribution circuit: **Associated RCD 4293**
 Type: **BS(EN)**
 Rating: **63**
 RCD: **2**
 No. of Poles: **2**
 I_{Δn}: **30**
 I_n: **30**
 mA

Postcode

Test instrument serial number

Earth fault loop impeded: **611 754** RCD **611 754**
 Insulation resistance: **611 754** Other **611 754**
 Continuity: **611 754** Other

CIRCUIT DETAILS

| Circuit No. and phase | Circuit designation | Type of wiring | Ref. method | No. of points served | Circuit conductors | | Maximum disconnection time (BS:7671) (s) | Overcurrent protective devices | | RCD operating current I _{Δn} (mA) | BS7671 permitted value Z _s Other |
|-----------------------|---------------------|----------------|-------------|----------------------|-------------------------|------------------------|--|--------------------------------|------------|--|---|
| | | | | | Live (mm ²) | CPC (mm ²) | | Type No. | Rating (A) | | |
| 1 | Church Lights | C | 12 | 1.5 | 1.0 | 0.4 | 60898 | B | 6 | 30 | 6.13 |
| 2 | spare | N/A | N/A | N/A | N/A | 0.2 | N/A | N/A | N/A | N/A | N/A |
| 3 | Outside socket | B | 1 | 2.5 | 1.5 | 0.4 | 60898 | B | 16 | 6 | 2.29 |

TEST RESULTS

| Circuit impedance Ω | Ring final circuits only (measured end to end) | Circuit impedance Ω | All circuits to be completed using R1 R2, or R2, not both | Date of test | Insulation resistance (Record lower reading) | | Date of test (Live) | RCD testing |
|---------------------|--|---------------------|---|--------------|--|----------------|---------------------|-------------|
| | | | | | Live/Earth (MΩ) | Live/Live (MΩ) | | |
| N/A 0.26 | r ₁ r ₂ r _n | N/A 0.26 | r ₁ r ₂ r _n | 21/3 | 200 | 200 | 21/3 | 21 |
| N/A | | N/A | | 21/3 | n/a | n/a | 21/3 | 21 |
| N/A 0.18 | | N/A 0.18 | | 21/3 | 200 | 200 | 21/3 | 21 |

Wiring Types: **1** PVC/PVC **2** Single insulated in conduit or trunking **3** Mineral Insulated **4** Xipe/Swa **5** BS:7629-1 (FP200) **6** Other

Comments on installation

See attached sheets page(s) 5 of 5

Tested by: **Name (capital letters) Neil Gonzalez**

Position **owner**

Signature *Neil Gonzalez*

Date(s) **21 / 3 / 2014**

This form is based on the requirements of Appendix 6 of BS 7671

NAPIT Administration Centre, 4th Floor, Mill 3, Pleasley Vale Business Park, Mansfield, Nottinghamshire NG19 8RL

Sheet 1 of 1 NAVEI001 (V1)



NAPIT Electrical Test Sheet

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations 17th Edition]
Can be used for new installations, additions or alterations
Please complete all the unshaded areas.

This sheet forms part of Inspection Report Number*/Certificate No. *****

Owner/Occupier: Dorothy Snowball

Address: St Thomas Church Galloping Green Road Galeshead

Postcode

Complete in every case

Complete only if the distribution board is not connected directly to the origin of the installation

Test instrument serial number

Location of distribution board: Vestry

Supply to distribution board is from: rec

Characteristics at this distribution board

Earth fault loop impedance: RCD 611 754

Distribution board designation: church

Overcurrent protective device for the distribution circuit: Associated RCD (if any): BS (EN) N/A

Insulation resistance: Other 611 754

Number of ways: 6

Type BS(EN) 1361

Continuity: Other 611 754

Rating: 60/80

Operating times of RCD (if any): ms

No. of phases: 1

Ze: 3.27

Associated RCD (if any): BS (EN) N/A

Ipf: 0.70

Rating: 60/80

IΔn: 30

No. of poles: 2

IΔn: 15

CIRCUIT DETAILS

TEST RESULTS

| Circuit No. and phase | Circuit designation | Type of wiring | Ref. method | No. of points served | Circuit conductors | | Maximum disconnection time (BS 7671) (s) | Overcurrent protective devices | | BS7671 Max. permitted value Zs Other 80 Ω | RCD operating current Is (mA) | RCD type | BS EN Number | Type No. | Rating (A) | Short circuit capacity (kA) | Circuit impedance Ω | Ring final circuits only (measured end to end) | Polarity | Insulation resistance (Record lower reading) | Maximum measured Zs (Ω) | Date of test | RCD testing | |
|-----------------------|----------------------------|----------------|-------------|----------------------|-------------------------|------------------------|--|--------------------------------|----------|---|-------------------------------|----------|--------------|----------|------------|-----------------------------|---------------------|--|----------|--|-------------------------|--------------|-------------|------------|
| | | | | | Live (mm ²) | CPC (mm ²) | | BS EN Number | Type No. | | | | | | | | | | | | | | | Rating (A) |
| 1 | church sockets | 1 | B | 3 | 2.5 | 1.5 | 0.4 | 60898 | B | 16 | 6 | 30 | 2.29 | N/A | 0.44 | 21/3 | 200 | 200 | ✓ | 3.30 | 21/3 | 22 | 15 | |
| 2 | spare | | N/A | | | | | N/A | | | | | | | | | | | | | | | | |
| 3 | heating controls | 1 | C | 1 | 1.5 | 1.0 | 0.4 | 60898 | B | 6 | 6 | 30 | 6.13 | N/A | 0.07 | 21/3 | 200 | 200 | ✓ | 3.25 | 21/3 | 21 | 13 | |
| 4 | Heaters | 4 | C | 4 | 1.5 | 1.0 | 0.4 | 60898 | B | 16 | 6 | 30 | 2.29 | N/A | 0.59 | 21/3 | 200 | 200 | ✓ | 3.49 | 21/3 | 22 | 13 | |
| 5 | Church porch, vestry light | 1 | C | 5 | 1.5 | 1.0 | 0.4 | 60898 | B | 6 | 6 | 30 | 6.13 | N/A | 0.47 | 21/3 | 200 | 200 | ✓ | 3.31 | 21/3 | 22 | 13 | |
| 6 | Alter socket | 1 | C | 1 | 2.5 | 1.5 | 0.4 | 60898 | B | 16 | 6 | 30 | 2.29 | N/A | 0.30 | 21/3 | 200 | 200 | ✓ | 3.27 | 21/3 | 21 | 15 | |

Wiring Types: 1 PVC/PVC 2 Single insulated in conduit or trunking 3 Mineral Insulated 4 Xipe/Swa 5 BS:7629-1 (FP200) 6 Other

Comments on installation

See attached sheets page(s) 5 of 5

Tested by: Name (capital letters) Neil Gonzalez

Position owner

Signature Neil Gonzalez

Date(s) 21 / 3 / 2014



NAPIT Electrical Test Sheet

Requirements for Electrical Installations – BS 7671 [IEE Wiring Regulations 17th Edition]
 Can be used for new installations, additions or alterations
 Please complete all the unshaded areas.

This sheet forms part of Inspection Report Number*/Certificate No. *****

Owner/Occupier dorothy snowball

Address st thomas church Galloping green road Gateshead

Complete in every case

Supply to distribution board is from

Location of distribution board near organ

No. of phases 2

Distribution board designation Kitchen

Associated RCD (if any): BS (EN) 4293

Number of ways 10

Overcurrent protective device for the distribution circuit: Rating 100

Type BS(EN) 4293

A RCD No of Poles 2

Operating times of RCD (if any) at 5 Δn 14

ms

Postcode 611 754

Complete only if the distribution board is not connected directly to the origin of the installation

Characteristics at this distribution board

Z_e 3.29 Ω

Insulation resistance at Δn 20 ms

I_{pf} 0.70 kA

Continuity at 5 Δn 14 ms

Other 611 754

Test instrument serial number

Earth fault loop impedance 611 754 RCD 611 754

Insulation resistance 611 754 Other 611 754

Continuity 611 754 Other 611 754

CIRCUIT DETAILS

| Circuit No. and phase | Circuit designation | Type of wiring | Ref. method | No. of points served | Circuit conductors | | Maximum disconnection time (BS 7671) (s) | Overcurrent protective devices | | BS7671 Max. permitted value Z _s Other | RCD operating current I _{Δn} (mA) | | |
|-----------------------|---------------------|----------------|-------------|----------------------|-------------------------|-----------------------|--|--------------------------------|------------|--|--|-----------------------------|------|
| | | | | | Live (mm ²) | CP (mm ²) | | Type No. | Rating (A) | | | Short circuit capacity (kA) | |
| 1 | unknown | N/A | N/A | N/A | N/A | 0.2 | 60898 | B | 40 | 6 | 30 | 0.92 | |
| 2 | Kitchen Sockets | 1 | B | 3 | 2.5 | 1.5 | 0.4 | 60898 | B | 32 | 6 | 30 | 1.15 |
| 3 | spare | N/A | N/A | N/A | N/A | 0.2 | N/A | N/A | N/A | N/A | N/A | N/A | |
| 4 | Outside socket | 1 | B | 1 | 2.5 | 1.5 | 0.4 | 60898 | B | 16 | 6 | 30 | 2.29 |
| 5 | Kitchen Lights | 1 | A | 4 | 1.5 | 1.0 | 0.4 | 60898 | B | 6 | 6 | 30 | 6.13 |
| 6 | Organ | 1 | C | 1 | 2.5 | 1.0 | 0.4 | 60898 | B | 16 | 6 | 30 | 2.29 |
| 7 | Spare | N/A | N/A | N/A | N/A | 0.2 | N/A | N/A | N/A | N/A | N/A | N/A | |
| 8 | Organ Lights | 1 | B | 2 | 1.5 | 1.0 | 0.4 | 60898 | B | 6 | 6 | 30 | 6.13 |

TEST RESULTS

| Circuit No. and phase | Circuit impedance Ω | Insulation resistance (record lower reading) | | Polarity | Maximum measured Z _s (Ω) | Date of test (Live) | RCD testing |
|-----------------------|---------------------|--|--|----------|-------------------------------------|---------------------|-------------|
| | | Ring final circuits only (measured end to end) | All circuits to be completed using R1, R2, or R2, not both | | | | |
| 1 | 0.27 | 0.27 | 0.53 | ✓ | 0.22 | 21/3 | lim |
| 2 | 0.27 | 0.27 | 0.53 | ✓ | 0.22 | 21/3 | lim |
| 3 | N/A | N/A | N/A | N/A | N/A | 21/3 | n/a |
| 4 | N/A | N/A | 0.68 | ✓ | 3.68 | 21/3 | 19 |
| 5 | N/A | N/A | 0.57 | ✓ | 3.72 | 21/3 | 21 |
| 6 | N/A | lim | lim | ✓ | 3.65 | 21/3 | 20 |
| 7 | X | X | n/a | X | lim | 21/3 | n/a |
| 8 | N/A | 0.61 | 200 | ✓ | 3.69 | 21/3 | 19 |

Wiring Types: **1** PVC/PVC **2** Single insulated in conduit or trunking **3** Mineral Insulated **4** Xipe/Swa **5** BS:7629-1 (FP200) **6** Other

Comments on installation

See attached sheets page(s) 5 of 5

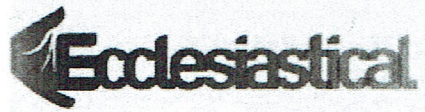
Tested by: Name (capital letters) Neil Gonzalez

Position owner

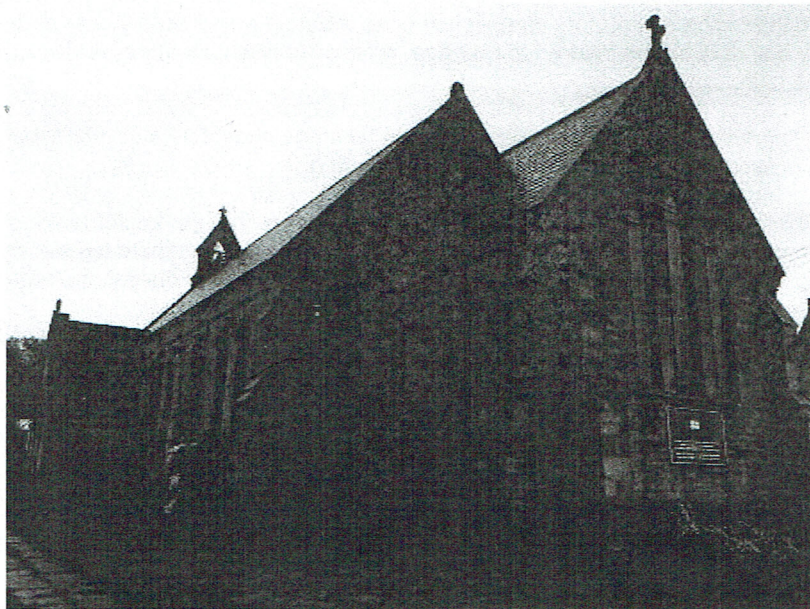
Signature Neil Gonzalez

Date(s) 21 / 3 / 2014

7.2 Ecclesiastical Risk Management Report, dated 16.10.2017



RISK MANAGEMENT REPORT
The Church of St Thomas, Eighton Banks



INTRODUCTION

| | | | |
|------------------------|--|----------------------|---|
| Insured: | The Vicar and Churchwardens for the time being and the Parochial Church Council of Eighton Banks Gateshead, St Thomas in the Diocese of Durham | | |
| Policy Number: | 04XPG9068394 | Risk Name: | The Church of St Thomas |
| Surveyor: | Julie Allen | Risk Address: | Eighton Banks Gateshead Tyne & Wear |
| System | GBU-2017-5-1892 | | |
| Reference: | | | |
| Date Inspected: | 16/10/2017 | Post Code: | NE9 7XA |

We have prepared this Risk Management Report following the recent review by our Risk Management Surveyors, Julie Allen and Dave Hockey on 16/10/2017.

This report is based on information obtained and observations made at the time the survey was carried out. The improvements are designed to reduce the risk of loss or damage to your property, or to reduce the risk of injury to employees or other persons on your premises.

This report is confidential and remains the property of the Ecclesiastical Insurance Office plc. The information contained in this report is intended for the use of the named Insured only and is provided purely for insurance purposes. Any dissemination, distribution, copying or use of this report without the prior permission of Ecclesiastical Insurance is strictly prohibited.

The findings of this report are based on a site visit undertaken for the sole purpose of informing decisions relating to the provision of insurance cover. As such, it does not constitute any review, audit, inspection or risk assessment that the insured may require for other purposes.

It is not intended that the site visit or any subsequent report or other communications should be used by the insured as an indication of statutory compliance or as meeting any statutory duty and this does not replace or satisfy any duty on the insured to manage, monitor or maintain effective risk management systems within its undertaking.

Furthermore, any comment or omissions should not be taken as acceptance or otherwise of any risks seen or unseen, present at, in or on the insured's undertaking.

It is the responsibility of the party effecting the insurance to ensure that the implementation of the matters detailed in this report does not contravene any Act of Parliament or subordinate legislation. Compliance with advice given in the Report in no way guarantees the fulfilment of any obligations required by law.

If you have any questions in connection with this report please contact our Surveyor or your insurance advisor. Contact details for the Surveyor and Ecclesiastical are noted below.

Any queries regarding policy cover should be referred to your insurance intermediary.

REQUIREMENTS

| | | | |
|--------------------------|--|----------------------|---|
| Insured: | The Vicar and Churchwardens for the time being and the Parochial Church Council of Eighton Banks Gateshead, St Thomas in the Diocese of Durham | | |
| Policy Number: | 04XPG9068394 | Risk Name: | The Church of St Thomas |
| Surveyor: | Julie Allen | Risk Address: | Eighton Banks Gateshead Tyne & Wear |
| System Reference: | GBU-2017-5-1892 | | |
| Date Inspected: | 16/10/2017 | Post Code: | NE9 7XA |

These requirements must be completed within the indicated weeks/months from the date of the letter accompanying the report in order that your insurance cover is not prejudiced. Please contact us if you need to extend the timescales or alter the specification of work.

We require written confirmation that the requirements have been completed within the timescales agreed. In absence of this confirmation, we will pass this report to our underwriting department for further action. It is therefore vital that any problems regarding implementation are brought to our notice without delay.

Improvements have been prioritised into six categories, indicated within the heading for each requirement as follows: -

Urgent – It was agreed at the time of the survey that these matters required urgent attention and would be actioned without delay, but in any event no later than 2 weeks from the date of the survey visit.

Priority 1 – requirements to be implemented within 4 weeks.

Priority 2 – requirements to be implemented within 8 weeks.

Priority 3 – requirements to be implemented within 3 months.

Priority 4 – requirements to be implemented within 6 months.

Priority 5 – requirements to be implemented by renewal.

Anglican Churches

For most alterations you will require a Faculty. Further advice on this can be obtained from your Archdeacon. In addition to the Diocesan Advisory Committee you should bear in mind any advice given by the Church Buildings Council, Historic England, the Amenity Societies and other conservation bodies. We would be pleased to discuss amendments to our suggestions in order that the wishes of these bodies are accommodated.

17.10.01**Lightning Conductor Maintenance - Priority 3**

A lightning conductor system which is not in perfect working order is a positive danger as the air terminal will attract lightning without providing a free passage for the electricity to earth. Ideally the system should be designed and installed in accordance with BS EN 62305 'Protection against Lightning'.

You should visually inspect all conductor ribbons annually, or after building work has been completed or anyone has been on the roof. Any break in the ribbon(s) must be repaired immediately.

At intervals of not more than four years you must arrange for the whole system to be examined and tested by a competent specialist firm of lightning engineers. The method of testing must be in accordance with BS EN 62305 and BS7430 Code of Practice for earthing (Appendix A9).

The Association of Lightning and Technical Access Specialists (ATLAS) maintain a membership list of reputable and competent lightning protection specialists. To find a member in your area visit www.atlas.org.uk

Where surge protection is fitted to the electrical system this must be independently inspected as part of the periodic fixed electrical inspection by a qualified electrician/electrical contractor on the Roll of Approved Electrical Installation Contractors issued by the National Inspection Council for Electrical Installation Contracting (NICEIC), a member of the Electrical Contractors Association (ECA) or a member of The National Association of Professional Inspectors and Testers (NAPIT). Registration or membership must be for the full scope to work on commercial installations.

A certificate must be issued by the contractor on completion of the lightning conductor examination and testing and a copy forwarded to this office, along with the report.

ADVISORY

| | | | |
|------------------------|--|----------------------|---|
| Insured: | The Vicar and Churchwardens for the time being and the Parochial Church Council of Eighton Banks Gateshead, St Thomas in the Diocese of Durham | | |
| Policy Number: | 04XPG9068394 | Risk Name: | The Church of St Thomas |
| Surveyor: | Julie Allen | Risk Address: | Eighton Banks Gateshead Tyne & Wear |
| System | GBU-2017-5-1892 | | |
| Reference: | | | |
| Date Inspected: | 16/10/2017 | Post Code: | NE9 7XA |

This section draws your attention to those matters which, whilst not an insurance requirement, you should strongly consider acting upon. Some of these may relate to your legal responsibilities but should not be deemed to be an exhaustive list of these or potential hazards.

This is advisory guidance and hence no time-scales for the implementation of these matters has been provided. However any of these where the need to comply with legislation has been referred to should be addressed without delay.

17.10.02 Key Register

A key register should be created.

All prospective key holders should be required to justify their need for a key. Key holders should also confirm that they will not allow keys to be duplicated and that keys will not be loaned.

In the event of a key being lost, the relevant lock(s) should be changed.

Key holders should be required to sign the register confirming which key(s) they hold and that they accept the terms noted above.

17.10.03 Inventory

A copy of the inventory should be kept off-site, in addition to the copy retained on site in the safe.

17.10.04 Portable Electrical Appliance Testing

Portable electrical appliances should be maintained to reduce the risk of injury or damage arising from their use.

Health and Safety regulations on the safe use of electrical systems, including portable appliances, do not prescribe either the manner or frequency by which this should be done. You should determine a suitable inspection and maintenance regime based on the nature of the item and the risk of it failing.

We suggest a visual inspection is carried out of portable items on a regular basis, this should include checking for any loose cables or signs of fire damage and, if possible, checking inside the plug for internal damage, any bare wires and the correct fuse.

This should be supplemented by testing on an annual basis initially, reducing or increasing the inspection periods according to maintenance experience.

Combined inspection and testing of portable equipment does not have to be completed by a qualified electrician, however a competent person with an appropriate level of electrical knowledge and experience who has the right equipment to do the tests, knows how to use it and can correctly interpret the results should be used.

Successful completion of a City & Guilds 2377 Portable Appliance Testing course for inspection and testing of portable electrical equipment is a recognised indicator of competence to carry out inspection and testing of portable electrical equipment.

Records must be kept of all inspections, examinations and maintenance carried out.

Additional information is given in the leaflet "Maintaining Portable Electrical Equipment in Low Risk Environments" Ref: INDG236(rev3), available as a free download from HSE Books at www.hse.gov.uk

17.10.05 Asbestos

Asbestos if disturbed, damaged or in poor condition can be hazardous to health. Your church may contain asbestos and you have a statutory duty to manage the risks from it.

The arrangements you currently have in place should be reviewed to ensure that you are able to meet your legal obligations. Further information is available at:

www.ecclesiastical.com/churchmatters/churchguidance

If you would like any assistance with managing asbestos in your building, please visit our [webpage](#) and look for Asbestos Management. Here you will be able to access direct support from our panel of third party suppliers.

<http://www.ecclesiastical.com/fororganisations/riskmanagement/preferred-suppliers/index.aspx>

Alternatively further guidance is available via the HSE at www.hse.gov.uk/asbestos/index.htm

17.10.06 Health and Safety Management

Like any premises where the public can congregate, ensuring the safety of those who use your church or hall is an important consideration.

Where you have employees (and in these circumstances, volunteers as well) or control certain aspects relating to the premises, you are required to comply with health and safety law.

This may require you to:

- Decide who will help you to meet your responsibilities
- Write a health and safety policy
- Complete written risk assessments
- Take adequate precautions to prevent danger in your church
- Provide training and information for those that need it
- Make provision for first-aid and dealing with any accident
- Retain suitable records
- **Keep up to date.**

The arrangements you have in place should be reviewed to ensure that you meet your responsibilities. Useful information and tools are available at:

www.ecclesiastical.com/churchmatters/churchguidance

Further guidance is available at www.hse.gov.uk/simple-health-safety/

Contents

Figures for contents have been assessed on the basis of typical costs for modern replacements.

Inflation

(a) Whilst inflation continues it is important that all sums insured should be reviewed regularly even though the policy provides for automatic increases by means of index-linking.

(b) Consideration should also be given to making provision against the effect of inflation during the anticipated delay period between the date that an insured loss occurs and the date the repairs are completed.

We are anxious to offer every assistance in arranging the insurance, but must repeat that the responsibility for deciding the sums to be insured and the risks to be covered remains entirely with the proposer.

Amounts

| | |
|------------------------------|------------|
| Buildings | £3,070,000 |
| Allowance for boundary walls | £ 75,000 |
| Contents | £ 90,000 |
| Total | £3,235,000 |

7.3 Cormeton Fire Protection Certificate of Inspection, dated 12.01.2018

CORMETON

Cormeton Fire Protection Ltd

UNIT 12, DELAVAL TRADING ESTATE, SEATON DELAVAL, WHITLEY BAY, TYNE & WEAR NE25 0QT
VAT REGN. NO. 297 7255 05 REG. NO. 1414420 ENGLAND TEL: (0191) 237 0790

| | |
|----------------|------------|
| ENGINEERS CODE | DATE |
| SIGNATURE | 12-01-2018 |

Certificate of Inspection

Name..... St Thomas Church.....
Address..... Galloping Green Road.....
..... Wrekenton.....
..... Gateshead NE9 7XA.....

ALL PORTABLE FIRE APPLIANCES APART FROM NON-CONFORMING EQUIPMENT
HAVE BEEN INSPECTED AND SERVICED IN ACCORDANCE WITH BS5306 : PART 3

SEE THE ATTACHED SERVICE SHEET FOR A LIST OF ALL PORTABLE FIRE
EXTINGUISHERS INCLUDING NON-CONFORMING EQUIPMENT AND
RECOMMENDATIONS FOR APPROPRIATE CORRECTIVE ACTION.

GUIDANCE TO CLIENTS

ALL PORTABLE FIRE EXTINGUISHERS AND SPARE CARTRIDGES SHOULD BE
INSPECTED AT LEAST ONCE A MONTH TO ENSURE THAT THEY HAVE NOT BEEN
DISCHARGED, LOST PRESSURE (WHERE AN INDICATOR IS FITTED), SUFFERED
OBVIOUS DAMAGE AND THAT THEY ARE IN THEIR PROPER LOCATION.



