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St James and St Bede, Gateshead Quinquennial Inspection Report

May 2024



Executive Summary

The church is in good condition.

Although cement-pointed, the stonework is generally in good condition. Gutters and downpipes had been leaking for some time (now repaired). The west wall is also exposed to splash from surface water. The base of the walls require repointing in affected areas. In the absence of gully drainage to the west elevation, the mortar fillet at the base of the wall needs to be kept in very good repair. Gutters and gullies should be cleaned regularly and inspected for potential damage.

The rendered east elevation has turned green since the last QIR, indicating that the render is frequently moist. Maintenance access to the east elevation and regular pruning of vegetation needs to be negotiated with the neighbour.

The north yard, the lower ground floor rooms as well as some areas on the ground floor are untidy. Excess storage needs to be reduced and new accumulation prevented.

Due to industry-wide changes in insurance stipulations, I cannot advise on fire safety issues. I would recommend engaging a competent fire assessor to review the requirements for letting the lower ground floor unit independently.

Recommendations for smaller repairs and ongoing observation have been made in this report. If not already addressed since the inspection, the leaking urinal should be repaired. No other repairs require immediate action.

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Scope of Inspection, Limitations & Context

The inspection was instructed by the PCC of Gateshead and carried out Friday 15 March 2024. The day was overcast at 11°C following light rain in the early morning. The survey was undertaken by Maya Polenz ARB AABC in the presence of the incumbent and a member of the PCC. A short follow-up visit was undertaken on Sunday 5 May 2024.

The survey was undertaken from ground level. The bellcote is inaccessible.

A copy of the 2018 QIR (dated 2019) by David Beaumont BA (Hons) Grad Dip RIBA AABC was seen.

This report follows the general guidelines set out by the Care of Churches Measure 2018; it is not a specification and must not be used for the execution of the work.

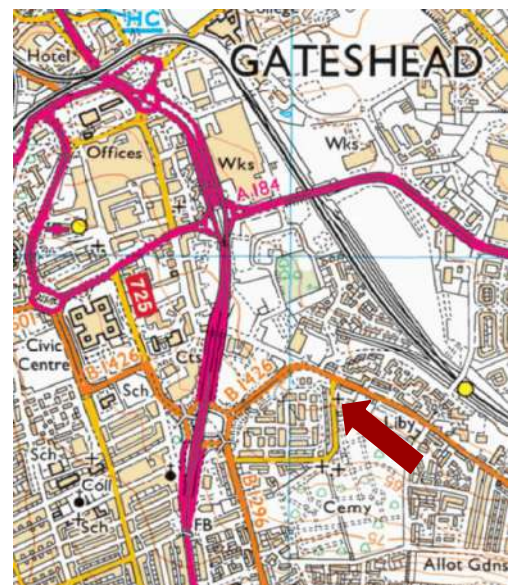
Description of the Church

Name: Gateshead St James and St Bede
Church Code: 613072
Diocese: Durham
Archdeaconry: Sunderland
Parish: Gateshead
Listed Building : N/A
Conservation Area: N/A

Weekly Sunday services with 15-20 attendees. Local clubs use the Community Room (and Nave), with attendance varying between 10 - 30+. The Ethiopian church holds weekly services. The building is oriented north-south.

Following the demolition of the original church, this C19 church hall on Wordsworth Street was converted for church use in 1988. Accessed from the south, the ground floor comprises a small lobby, office and store, the community room, the main worship space with a raised stage and behind it a vestry and meeting room. An extension accommodating toilets, kitchen and storage room is accessible from the community room. ante-room. It was added in 2003.

A lower ground suite of rooms exists below the raised stage, vestry and meeting room to the north. It is let to Veterans in the Gateshead Community. As the road falls towards the north, the lower ground floor is accessible via the courtyard to the north of the building.



Quinquennial Inspection Report

1. Roof Coverings & Rainwater Disposal

Summary

The pitched Eternit slate roofs are mossy but in reasonable condition. The timber barge boards to the small south gable require redecoration.

The flat roof over the kitchen extension is in reasonable condition.

The guttering has been leaking in a number of areas but has recently been repaired. The missing shoe to the northwestern downpipe should be replaced. The ground gullies to the east and south sides are blocked and should be cleared - generally, all gutters, gullies and flat roofs should be cleared twice per year.

Nave

Hipped roof with small gables, also called a gablet or dutch gable roof, covered in slates in mossy but reasonable condition. According to QIR 2018, the Eternit slating dates from 1988. Lead soakers at abutments appear to be in reasonable condition. The bellcote forms the gable to the north. The small gable to the south is covered by vertical slating in good condition but the timber barge boards require redecoration.

It would be prudent to undertake asbestos sampling of the roof tiles before undertaking any work which might damage them. Whilst it is unlikely that they contain asbestos, a full ban on all types of asbestos was only introduced in 1999.

Kitchen Extension

The flat roof to the south east extension is, as far as visible, in reasonable condition. Its drip detail has been poorly detailed, leading to saturation and greening of the render, especially to the north and east elevations. The flat roof over the toilet has been recently repaired.

Gutter, Downpipes & Gullies

Black plastic gutters and downpipes discharge rainwater from the pitched and flat roofs. Wet stonework around the building indicate overflowing and/or leaking gutter joints, see [Appendix A](#) for photos. The gutters were reportedly attended to shortly before the visit and the PCC has since confirmed that the system is working without overspill now. All gutters and flat roof areas should be cleaned twice per year, in late autumn following leaf fall and in spring following the initial tree flowering. If problems persist despite maintenance, larger gutters and downpipes could be considered, subject to adequate below ground drainage.

On the east side, the downpipes discharge onto the flat roof extension (south) and into ground gullies (middle & north). The middle gully was blocked by debris and the northern one is blocked by vegetation. Both need to be made accessible and cleared. On the road side to the west, the downpipes discharge onto the pavement, which slopes down towards the north. A thick mortar fillet protects the wall abutment from the running water but is cracked in areas and missing at the south end, see [Stonework](#). The west pipes have been fitted with shoes as recommended in QIR 2018 but the northwestern one is missing and should be replaced. To the south, the gullies to the kitchen extension were blocked; these should be cleared.

General Note

An ecologist should confirm the absence of protected species prior to any roofing repairs.

2. External Stonework & Walls

Summary

The external stonework including the bellcote appears to be in reasonable condition. Water ingress to the base of the W and E walls needs to be addressed with a number of measures, see details below.

The rendered walls to the kitchen extension are in good condition. The east elevation should be inspected, the eaves board redecorated and an agreement reached to regularly prune encroaching vegetation.

Bellcote

Snecked sandstone with quoins, incorporating a decorative relief cross over a gable window facing north. Stonework and pointing appear to be generally in good condition. QIR 2018 noted potential repairs undertaken in 2010.

External stone walls

Snecked sandstone with quoins, cement-pointed. Two west-facing lower ground floor windows have been previously blocked. The stonework and pointing are generally in good condition but the base of the W and E walls suffer from water ingress, which appears to have worsened since QIR 2018 with the low level stonework to the W elevation starting to be affected. The mortar fillet at the base of the W elevation is missing in some places. The existing slate damp proof course (DPC) is damaged in some areas. In others, the pavement and external garden levels have risen too close to the DPC. The following should be considered:

- Replace the mortar fillet to the base of the W elevation where missing;
- Ensure gutters repairs have been undertaken properly - all dark (= wet) stonework should return to its original colour and moss should die back within say 2-3 months;

-
- Lower ground floor levels at the southwest and northeast corners;
 - Once dried-out, rake out failing mortars to the base of the W elevation and re-point using lime mortars. Take care not to bridge the DPC. Consider localised DPC repairs.

The north elevation has a number of unsightly but sound repairs in dark grey cement.

Kitchen Extension

Rendered masonry over a small brick plinth. Generally in good condition as far as visible. The render to the south elevation has turned green in areas due to leaking gutters and downpipes, now reportedly repaired. The north and east elevation have turned green since QIR 2018. The latter is encroached by vegetation, which should be periodically pruned to prevent damage to the render. The timber eaves boards also require redecoration. Annual maintenance and inspection access to the neighbouring private property should be agreed.

3. Doors & Windows

Summary

Doors and windows are generally in good condition. The windows to the kitchen extension require external redecoration, including their frames and sills.

Church

Single-glazed timber casements with segmental arches, painted white. Generally in reasonable condition but requiring external redecoration within the quinquennium. Two stained glass lights in Chancel appear to be in good condition.

South entrance double doors are six-fielded, painted and in good condition. The replacement light over the door is unsightly. All other external doors are later plain flush doors, one with a rectangular fanlight, and all in reasonable condition.

Internal doors are generally in good condition.

Kitchen Extension

Double-glazed timber casements with trickle vents and security grills to the inside, each kitchen window consists of a fixed and an opening light. They require external redecoration, including the sills. External door to the south is a flush door with a rectangular fanlight.

4. Church Interiors

Summary

As reported in QIR 2018, the tape is peeling off the ceiling fibre boards in the Nave. Consideration should be given to replacing the tape and decorating the unfinished plasterboard above the large folding doors; grant funding might be available if this was combined with thermal upgrading of these areas.

The failing plaster in the Vestry should be monitored and consideration given to replastering with lime plaster and decorating with emulsion to match the internal walls.

There is excess storage in many rooms and it should be reduced. Extractor vents should be cleaned, especially in the kitchen.

Lobbies

The outer lobby is partially formed from a small stone extension. Plaster at low level is affected from water ingress noted under [External Stonework](#). Concrete floor with an inset mat well. Double plain panelled doors leading into a second lobby.

Front Office & Storage Room

Plastered with carpet floors, in good condition. The office should be cleared of storage.

Kitchen

Plastered with vinyl flooring, fitted kitchen units, central island including four chairs, tiled splash-back over worktops, strip-lighting. Well-sized pleasant room in good condition. Replacement kitchen fronts should be sourced where veneer is peeling, potentially 2nd hand to match existing. The kitchen extractor fan needs to be cleaned.

Kitchen Lobby & Storage Room

Plastered with vinyl flooring, in good condition. The storage room accommodates a gas boiler.

Toilet Accommodation

Male, female and disabled toilet provisions, all plastered with vinyl flooring, tiled splash-backs over wash-hand basins. Without windows, these rooms rely on mechanical ventilation; the vent grills require cleaning. Walls around light switches require regular wiping. Leaking urinal needs to be repaired and decorations made good. The low level boxing-in in the ladies toilet should be redecorated following past water damage.

Community Room

Plastered walls, vinyl over suspended timber flooring, suspended ceiling with lay-in tiles and recently renewed LED light panels, all in good condition. There is only one window and natural

light levels are too. It would be prudent to check and to document the condition of the concealed ceiling when the opportunity arises. If not already present, consideration should be given to insulation above the suspended ceiling and the dividing wall towards the Nave.

It is connected to the Nave by a very wide set of folding doors with partial glazing. Those were reported as recently refurbished in QIR 2018, they are used regularly and are in good condition. The small storage room to the southwest corner, with timber shelving, is in good condition as far as visible. The room would benefit from some clearance.

Nave

An open space with painted plaster walls, carpet over what is assumed to be a suspended timber floor and tall arched timber trusses rising from the floor to the ridge beam, all in good condition. As reported in QIR 2018, the tape is peeling off the fibre boards between the roof purlins, which is unsightly. Funding permitting, the tape should be replaced; at which point consideration could be given to replacing the fibre boards with a more insulating material. The plasterboard above the dividing wall to the community room remains unfinished, which is unsightly. Funding permitting, the plasterboard should be skimmed and decorated. The plasterwork to the northernmost window reveal is cracked but presently stable.

Natural light levels are somewhat low and additional lighting is needed when the room is in use. The spotlights appear to have been wired at different stages and are switched partly from the Vestry and partly from the south, which is confusing. This could be revisited when rewiring.

Raised stage at the north end is used for storage; this needs some clearance to reduce fire load.

Vestry

Plastered wall and ceiling, carpeted floor over suspected timber boarding. The north and west wall were decorated in what appears to be oil paint over a considerable built-up of older paint. The plaster on these external walls is failing below the window and adjacent boiler and it is cracking at high-level at the northeast corner; neither area appears particularly affected by external water ingress. The situation should be monitored and consideration given to replastering with lime plaster and decorating with emulsion to match the internal walls.

A gas boiler, the electrical meter and distribution boards are mounted to the West wall. Strip-lighting in good working order.

St Hild Room

Plastered wall and ceiling, carpeted floor over suspected timber boarding, all in good condition. Natural light levels are good within the eastern half of the room with an external window and a borrowed light window overlooking the stairs down, but poor in the western half. Strip-lighting in good working order. The room contains a fitted servery, sink and a water boiler.

The flat ceiling is made of plasterboard on suspended timber joists overlaid with mineral wool insulation. Retained above are the historic room finishes, plaster on lath and another loft hatch leading to the roof space above; this is not accessible. Cabling has been fitted within the roof voids between Nave and Vestry/St Hild and the PCC should ensure that the installer has sealed any area where cables penetrate fire compartmentation walls.

Staircase leading to Lower Ground Floor

Plastered walls and ceilings, a short run of painted vertical timber dado boarding near the Nave door, carpeted floor and timber staircase, all in reasonable condition. Slight cracking below borrowed light and at abutment of partition wall to external wall appear long-standing. At lower ground floor level, a timber partition added in 1999 with two-panelled glazed door and fixed top glazing, in good condition. The bottom RHS frame of the external door is decaying and requires localised repair, and the internal face and frame would benefit from redecoration.

Lower Ground Floor - Main Room including Kitchen

The lower ground floor accommodation is let to a local charity. To protect the PCC's interest, it would be prudent to ensure this is a commercial lease.

Open-plan front and back room including a kitchen to the far rear. For orientation, the front room is situated below St. Hild's room, the rear rooms below the raised stage. Plastered walls, vinyl flooring, simple two-panelled doors with upper glazing to internal lobby, plain hollow-core doors to storage cupboards, strip lighting; all generally in good condition. Plastered ceilings to the front room and kitchen in good condition. To the rear room, a suspended ceiling with lay-in tiles, one of which is broken and should be replaced. Random items stored in the rear room should be cleared to ensure escape routes remain clear and to reduce the fire loading.

The kitchen has fitted units with a plain white tiled splashback; all in reasonable condition. Excess storage should be cleared from the worktops to reduce the fire loading.

Lower Ground Floor - Internal Lobby

Small internal lobby in good condition. Electric meter and distribution board at high level.

Lower Ground Floor - Toilet

Plaster ceiling, papered walls with grab handles, vinyl flooring, toilet and small wash basin with tiled splashback, all in good condition. Two locked meter cupboards. Wall vent (no window).

Lower Ground Floor - Room 1

Plastered walls and ceiling, carpeted floor. The inspection was limited by the amount of storage within the room, which is hardly accessible. The walls appear to be in good condition but the base of the walls and corners could not be seen. There is a crack in the plaster ceiling, which

should be monitored. If stable, the ceiling should be redecorated. The room should be cleared of surplus storage.

5. Fittings & Furniture

Summary

All fittings and fixtures are in good condition.

Liturgical fittings & furniture

Seating is on loose chairs. Small altar, lectern and choir chairs from the demolished church.

Pews - N/A

Organ - N/A

Bells

The bell was not inspected but it is understood to be in working order.

War Memorials - N/A

6. Installations & Fire Safety

Summary

All existing installations appear to be in working order. The annual gas boiler check and heater servicing were outstanding at the time of the inspection. The fire safety requirements for letting the lower ground floor should be reviewed. An asbestos register should be created.

Electrical Distribution

The electricity meter is located on the north elevation. The main electrical distribution board (DB) is situated in the Vesty, with sub-DBs located in the kitchen and toilets (ground floor) and the inner lobby (lower ground floor). The latest Electrical Installation Condition Report (EICR) was undertaken on 18 November 2023 with no recommendations.

Lighting

All lighting is operational and emergency lighting exists to the fire exit routes. According to QIR 2018, the Nave spotlights were replaced with LED in 2017. The lamps over the Community Room were replaced with LED in early 2024. External lighting was installed in 2023.

Lightning Conductor

The lightning conductor appears in good working order and was last checked in May 2023.

Gas & Heating

The gas meter is located in the locked cupboard in the lower ground floor toilet. Drawings for the late 1990s conversion of the lower ground floor indicate that a gas pipe runs south within the floor void under the Nave and Community Room.

There are two gas boilers in the building. The gas boiler in the Vestry supplies the Nave, Vestry, St Hild and the lower ground floor. The gas boiler in the storage room near the kitchen serves the southern half of the building. Both appliances were in working order but the annual gas boiler check and heater servicing were outstanding at the time of the inspection. The heating engineer should be asked to comment on the potential of the Nave gas heaters contributing to the damp issues below the external E and W outlets (see Appendix A photos 1 & 3)

The Nave and Community Room have gas-fired Temcana Kestrel 250S radiators; all other rooms have standard radiators/a wet heating system.

Water

The water supply is unmetered. Mains reportedly entering from the south with a stop tap in the kitchen.

Water Drainage

Surface water drainage: The West discharges to the pavement and the East appears to go into gulleys to an underground surface water drainage.

Foul drainage: Split north/south. To the south, the system exits to the highway. To the north, there are three manholes, with the one furthest north combining drainage from the east side and from the lower ground floor and exiting along the northwestern boundary to the highway.

Fire Safety

Fire alarms and smoke detectors are checked half-yearly, with the last check carried out in February 2024. The fire extinguishers were checked and serviced in March 2024.

The PCC has prepared a fire risk assessment (FRA). As part of the FRA's periodic review, the fire safety requirements for letting the lower ground floor should be reviewed, ideally by a competent assessor. The lower ground floor was converted around 1999/2000 as a meeting room/creche to be used in conjunction with the church above. Construction drawings kept in the Vestry indicate that the ceiling and the partition walls and door towards the rear staircase were designed, and presumably built, to 30 minute fire resistance. Now that the lower ground floor suite is let and used entirely independently from the church, confirmation should be sought if the existing fire separation is sufficient; typically, 60 minutes fire resistance might be required in such cases and upgrades to the existing fabric might be needed.

Asbestos

There is no asbestos register. Given the age of the building, it should be expected that asbestos is present in the building. The PCC should make themselves familiar with their duties in relation to the management of asbestos: <https://www.hse.gov.uk/asbestos/duty/index.htm>

Sound System

A new project and sound equipment was installed in June 2023 by Clockwork Audio Visual.

7. Environmental Sustainability & Vulnerability

Summary

The church's carbon emissions should be calculated and thermal improvements considered. In the longer term, optimising the heating systems should be considered.

The building is at risk from surface water flooding, the frequency and severity of which is likely to increase with climate change.

Observations

Some internal lighting was recently replaced with LED but the PCC has no formal plans for Net Zero Carbon yet. The PCC are encouraged to calculate their energy footprint pre- and post-works using guidance available [from CofE](#).

The church is generally well built and in reasonable condition. The double lobby at the south entrance provides a degree of thermal buffering, which is good. The external walls have a DPC and might be solid or built with a cavity; their construction would need to be confirmed before considering detailed improvements. Upgrading insulation to the extensions should be considered as part of any future re-roofing or refurbishment of the external wall render.

The potential for window replacement or secondary glazing is high. It is worth noting that natural light levels are low in Nave and Community Room. There is no natural light to the toilets. The pros and cons of introducing ridgelights should be considered as part of any future re-roofing works; similarly the introduction of rooflights or sun tunnels over the toilets.

The existing heating, via two gas boilers and additional gas heaters in the Nave should be reviewed in the medium-term with a view to improving zoning and reducing carbon emissions.

The small southern roof pitch and the flat kitchen roof could, in principle, support solar panels. If the technology advances further, it might be possible to consider the larger east and west slopes, too. The large roof size would support rainwater harvesting.

The site could, in principle, support the installation of heat pumps. The positioning of air-source heat pumps would need to be considered carefully to avoid unacceptable noise levels for the

neighbouring residential areas. Whilst the external space is not a historic burial ground, it might be too small to support the installation of a ground-source heat pump. If any of the surrounding small estates were to be redeveloped, a communal heating system could be explored.

Internal insulation to the Nave roof could be considered in place of the existing fibre boards, or external insulation above rafter level as part of a future re-roofing project. There is potential for excavating and insulating the floors but it would require a careful cost/ benefit analysis.

Climate Change Vulnerability. The roofs are not very high or exposed, and not deemed to be at high risk from increasing storms. The building is not in a flood risk zone but Wordsworth Road is deemed at low risk from surface water flooding.

Due to the lack of gullies towards the road, the damaged DPC and the risen surface levels, surface water flooding would affect the building. It would be prudent to repair the DPC, reduce pavement levels if at all possible or at least ensure the pavement falls away from the building. The PCC should consider exploring the potential for installing a suitable below-ground drainage system with the Council's Highways Team.

As is best practice, the sizing of gutters and downpipes and the adequacy of the existing drainage system should be considered as part of future re-roofing works; or early should there be any indication that they are inadequate.

8. Access, Churchyard & Boundary

Summary

The south yard is generally in good condition. Loose stonework to the retaining wall should be safely rebedded.

The north yard requires general tidying and better management going forward. The loose stonework near the entrance gate requires repair.

Accessibility

There is a step within the lobby at the south entrance. Step-free access is available via a ramp to the kitchen lobby door, but this requires prior unlocking of the door. The ramp should enable a wheelchair to turn and to operate the door safely.

The lower ground floor can be reached via a ramp installed around 1999/2000. The ramp widens to allow a wheelchair user to operate the door but that space is blocked by a bin; this should be kept elsewhere.

Boundary Walls

South. The western boundary is formed by hedges and low timber gates, both well kept. The southern courtyard ends in a low sandstone retaining wall. The upper course of the stonework is loose and should be rebbed to prevent falling. The actual boundary behind is formed by a third party garage and timber fencing. The eastern boundary is a tall timber fence in reasonable condition; this one might be the liability of the PCC.

North. The northwestern boundary is formed by third-party timber fences. The western one is a historic low sandstone boundary wall with plain railings rising from the coping stones. The mortar joints at the base of the wall are eroded and will require localised repointing within the quinquennium. The stonework, coping and quoins at the entrance gate to the north yard have moved - potentially due to impact damage. They require localised rebbedding and repointing. The railings and gate require redecoration within the quinquennium. It is worth noting that the wall and railings extend well beyond the church boundary to form the boundary of the adjacent newer housing estate. It would be prudent to check where the liability for the wall's upkeep lies.

Vegetation & Landscaping

South. The south yard is largely paved but there are flower beds to the south and near the entrance. There is a small number of young to semi-mature trees in the southwest corner.

North. Beyond the entrance ramp, the north yard is gravelled over which timber decking is laid. A timber shed has been erected at the northwest corner. The gravel and timber decking were not well maintained, which might be due to the inspection taking place towards the end of winter. However, the whole area appeared littered with broken childrens play equipment, plastic trays, plastic pots, ladders and building material. The courtyard should be tidied and kept in a condition befitting the setting of a church. It would seem reasonable that loose equipment, ladders and spare building material were kept in the shed when not needed.

Memorials

N/A.

9. Maintenance

Summary

The church is generally well maintained internally but storage within the rooms should be reduced. Externally, the maintenance of gutters and gullies needed to be improved and periodic maintenance access to the east side needed to be negotiated.

The lower ground floor and yard require tidying and reduction of storage.

Observation & Guidance

The PCC are commended for keeping the building and grounds well maintained. If needed, advice on maintenance is available from the SPAB [Faith in Maintenance calendar](#).

Storage should be reduced in some areas on the ground floor, and internally and externally on the lower ground floor. The now-repaired gutters should be cleaned twice-annually, which is also an opportunity to check for leakages. All gullies should be cleaned regularly. Other churches employ a roofing or general maintenance contractor to ensure the gutters and gullies are cleaned, a model the PCC might consider.

Recommendations

No	Description	When	Contractor	Budget
1	Recommendations for Repairs to Roofing & Rainwater Goods			
1.01	Redecorate the timber barge boards to the small south gable of the main roof.	B	Roofer/ Steeplejack	£500
1.02	The missing shoe to the northwestern downpipe should be replaced.	B	Roofer	£50
1.03	The ground gullies to the east and south sides are blocked and should be cleared.	B	Builder	£100
1.04	All gutters, gullies and flat roofs should be cleared twice per year.	M	PCC	£300
2	External Stonework & Walls			
2.01	Replace the mortar fillet to the base of the W elevation where missing.	B	Builder	£200
2.02	Rake out failing mortars to the base of the W elevation and repoint using lime mortars. Take care not to bridge the DPC. Consider localised DPC repairs.	B	Builder	£700
2.03	Lower ground floor levels at the southwest and northeast corners.	B	PCC	£0
2.04	Redecorate the timber eaves boards to the east side of the kitchen extension.	B	Builder	£100
2.05	Agree the following with the neighbour to the east: - Annual maintenance and inspection access - Regular pruning of vegetation to prevent damage to the render	M	PCC	£0
3	Doors & Windows			
3.01	Redecorate kitchen windows and frames	B	Builder	£200
3.02	Redecorate windows and frames to east and west elevations	C	Glazier	£750
4	Church Interiors			
4.01	Nave. Consideration should be given to replacing the tape and decorating the unfinished plasterboard above the large folding doors; grant funding might be available if this was combined with thermal upgrading of these areas (<i>not costed</i>)	C	Builder	£2,000
4.02	Vestry. The failing plaster to the west wall and the cracking plaster to the north should be monitored.	O	PCC	£0
4.03	Vestry. Consider removing the failing plaster and replastering with lime plaster and decorating with emulsion to match the internal walls.	C	Builder	£1,500
4.04	Reduce the excess storage in the office, store room, raised stage and at lower ground floor generally.	M	PCC	£0
4.05	Source replacement kitchen fronts where veneer is peeling, potentially 2nd hand to match existing.	M	PCC	£50

4.06	Clean kitchen extractor fan and external and internal vent grilles to the toilets.	M	PCC	£50
4.07	Toilets. Repair leaking urinal.	A	Plumber	£100
4.08	Toilets. Consider redecorating boxing-in in mens and ladies toilets where damaged by previous leaks.	C	Builder	£200
4.09	Toilets. Update existing cleaning regime to ensure walls around light switches are wiped regularly.	M	PCC	£0
4.10	Lower Ground Floor - emergency exit door. Replace decayed bottom RHS of door frame and redecorate. Also redecorate the internal face of door and frame.	B	Joiner	£250
4.11	Lower Ground Floor - main room. Replace broken ceiling tile.	C	Builder	£50
4.12	Lower Ground Floor - Room 1. Monitor crack in the plaster ceiling. If stable, consider redecorating the ceiling.	O	PCC	£0
5	Fittings & Fixtures			
	<i>no recommendations made</i>			
6	Installations & Fire Safety			
6.01	Cabling has been fitted within the roof voids between Nave and Vestry/St Hild. Obtain confirmation from the installer that all cable penetrations at fire compartmentation walls (the masonry wall between Nave and Vestry/St Hild) have been sealed. If not, the Fire Risk Assessment should be reviewed for any remedial works necessary.	O	PCC	£0
6.02	Review the fire safety requirements for the lower ground floor, now that it is let independently from the church.	B	Fire Assessor	£500
6.03	If not undertaken since the inspection, ensure the annual gas boiler check and heater servicing are completed. Ask engineer about flue outlets & wet stones.	M	PCC	£0
6.04	The PCC should familiarise themselves with their duties in relation to the management of asbestos, commission an asbestos management survey and register, assess and mitigate the risk of anybody being exposed to asbestos.	O	Specialist	£500
7	Environmental Sustainability & Vulnerability			
7.01	The PCC are encouraged to calculate their energy footprint and consider improvements using the observations made in the QIR and the CofE guidance.	O	PCC	£0
8	Access, Churchyard and Boundaries			
8.01	Safely rebed loose stonework to upper course of the low retaining wall within the southern courtyard.	B	PCC	£300
8.02	Carefully dismantle, rebed and repoint the loose stonework and quoins next to the entrance gate to the north yard.	B	Builder	£500

8.03	Redecorate the gate to the north yard. Consider redecorating the railings unless they are maintained by the neighbouring estate (as most of the retaining wall and railings border that estate) <i>(item not costed)</i>	C	Builder	£100
8.04	Find a suitable new location for the rubbish bin in the north yard to unblock the wheelchair access.	M	PCC/tenant	£0
8.05	Tidy the north yard. Remove broken equipment. Store ladders, toys and spare building material in the existing shed.	M	tenant	£0
	<div style="border: 2px solid red; padding: 5px; text-align: center;"> <p>Recommendation timeline:</p> <p>A immediate attention</p> <p>B within 12 months</p> <p>C within 2-3 years</p> <p>O observation & investigation</p> <p>M maintenance</p> </div>	A		£100
		B		£3,400
		C		£4,600
		O		£500
		M		£400
			Total:	£9,000

This report was prepared by Maya Polenz ARB AABC in May 2024.

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Appendix A - Annotated Site Photographs



1 (above). View from SW

2 (below). View from NW





3 (above). View from East

4 (below). Main entrance door to South





5. Timber barge boards to south gable require redecoration (recommendation 1.01)



6. The missing shoe to the northwestern downpipe should be replaced (rec. 1.02)



5. Example of blocked gully to the South requiring clearing (rec. 1.03)



6. Example of blocked gully to the West requiring clearing (rec. 1.03)



7. Replace missing or broken areas of the mortar fillet to the base of the W elevation (rec. 2.01)



8. Repoint eroded joints using lime mortar. Take care not to bridge the DPC. Consider localised DPC repairs (rec. 2.02)



9. Lower ground floor levels at SW (rec. 2.03) ...



10. ... and NE to well below DPC level (rec. 2.03)



11. Redecorate timber eaves boards to E side of kitchen extension (rec. 2.04)



12. Agree maintenance access and regular pruning of trees with neighbour (rec. 2.05)



13. Redecorate kitchen windows and frames (rec. 3.01)



14. Consider redecorating window joinery to E and W elevations (rec. 3.02)



15. View of Nave. Consider replacing failing ceiling tape if funds allow (rec. 4.01)



16. Vestry. Consider replacing failing plaster to W wall. (rec. 4.03)



17. Vestry. Monitor cracked plaster to NE (rec. 4.02)



18 (above). Reduce storage on raised stage 19 (below). Consider decorating the unfinished boards





20. Community Room



21. Storage room off the Community Room - reduce excess storage (rec 4.04)



22. Front Office - reduce excess storage (rec. 4.04)



23. View towards entrance lobbies



24. Kitchen corridor leading to south fire exit



25. Storage room near kitchen with gas boiler 1



26. Consider replacing peeling veneer (rec. 4.05)



27 & 28. Kitchen





29. Ladies Toilets



30. Disabled Toilet



31. Fix leaking urinal & redecorate (rec. 4.07)



32. Redecorate & improve cleaning (rec. 4.09)



33. St Hild Room



34. St Hild Room



35. Void between St Hild and attic room



36. North end fire exit, looking down



37. Partition at base of stairs. Review need for fire upgrade if unit is let (rec. 6.02).



38. North fire exit door. Repair decayed base of frame. Redecorate door & frame. (rec 4.10)



39. External view of north fire exit door



40. Lower ground floor main room seen from NW. Reduce excess storage (rec 4.04)



41. Replace broken ceiling tile (rec 4.11)



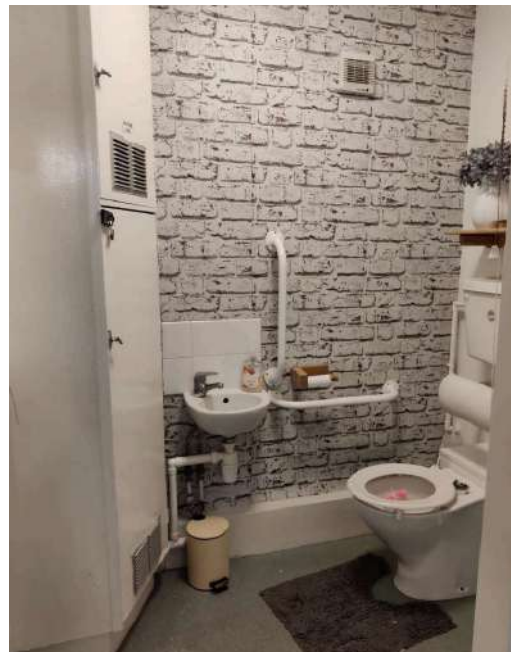
42. Entrance door to lower ground floor



40. Lower ground floor main room seen from NE. Reduce excess storage (rec 4.04)



41. Rear part of main room, view towards kitchen.



42. Toilet



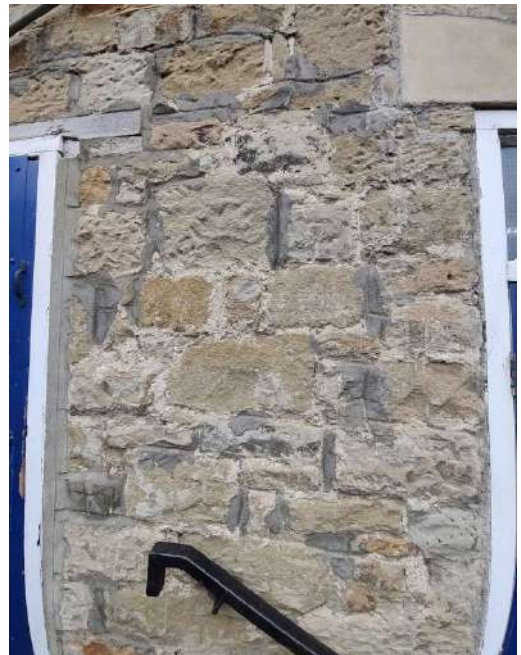
43. Room 1. Reduce excess storage (rec 4.04)



44. Room 1. Monitor ceiling crack (rec 4.12)



45. Inner Lobby



46. North yard. Unsightly cement mortar repairs.



47. North Yard. Dismantle, rebed and repoint loose stonework and quoins (rec 8.02)



48. Tidy North yard (rec 8.05)



49. Consider redecorating railings and gate (rec 8.03)



50. Remove the wheelie bin blocking the wheelchair access (rec 8.04)



51 (above) Tidy north yard (rec 8.04) 52 (below) Rebed loose stonework to south yard (rec 8.01)

