



## QUINQUENNIAL INSPECTION REPORT **St Thomas, Harelaw**

**2020**

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# | 1.0 | General Information

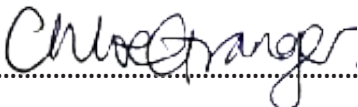
## 1.01 Name of Church and Archdeaconry

St Thomas  
Harelaw

Archdeaconry of Durham  
Deanery of Lanchester

## 1.02 Name and contact of Adviser with qualifications

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Signed: .....  .....

## 1.03 Form of the Report

The following report has been prepared in line with the recommendations set out in 'A Guide to Church Inspection and Repair' (1995), to comply with the statutory requirement of the Inspection of Churches Measure 1955, and the Care of Churches and Ecclesiastical Jurisdiction Measure 1991. It is a general report, aimed at offering an overview of condition.

The report offers General Information and a Summary of the building's condition within Section 1.0, and Recommendations for work within Section 2.0.

Following this, Sections 3.0 to 6.0 discuss each area inspected in turn, illustrated with photographs.

This report has been prepared following a *visual inspection* of the church only. All inspections have been made from the ground and safely accessible galleries and roofs. This report should be seen as an overview, and not a detailed survey report. If further inspection or investigations are required they will be outlined within the recommendations for work.

## 1.04 Specific limitations of the report

The inspections have been made from the ground only, except where safely accessible galleries and roofs have made higher level visual inspection possible. Ladders have been used where considered safe, giving access to some gutters, but not all. Internal valley gutters and inaccessible roofs have not been inspected. Ceilings, roof timbers and wall plates have been examined from floor level only. There has been no higher level investigations, nor intrusive inspections carried out; hidden structures, embedded timbers, floor and ceiling voids and areas beyond reasonable sight from the ground have not been subject to inspection and as such, it cannot be reported that areas such as these are free from defects.

## 1.05 Dates of Inspection and previous inspection

The inspections for this report were carried out on the 4th December 2019 and on the 15th January 2020. The previous inspection was carried out in September 2015 by Chloe Granger.

#### **1.06 Weather on day of inspection**

The weather on the day of inspection was cold but dry.

#### **1.07 Brief Description of the Building and Listing Grade**

St. Thomas' Collierley is Grade II listed.

The church was built in 1840, designed by the Durham architect George Jackson in a simple early English style. The original construction consisted of aisleless nave and chancel with a south west porch. The vestry wing was later added to the north side of the chancel, including choir vestry and clergy vestry. The organ is also now situated in this same enclosure. There is a gallery at the west end of the nave.

In the 1980s an extension was added to the west gable containing a parish room and toilets, which was then later modified again in 2009 to include a kitchen and a slight reordering of the toilets and community room.

The original nave and chancel, and later vestry, are all constructed of buff sandstone with the main pitched roof to nave and chancel covered in grey natural slate. The roof to the vestry wing is a flat roof, now covered in felt.

The parish centre extension to the west end of the Church is constructed of a light orange machine-made brick with a pyramidal roof to the main community room and a dual pitched roof connecting the community room to the west gable. Both the roofs to these new extensions are covered in slate.

Internally there is a central aisle and chancel, all with level access following the introduction of a suspended floor to the aisle to negate raised pews and a step into chancel.

The ceiling of the chancel is partly open with boards between purlins. The ceiling of the nave is open to the rafters following the 2018/19 repair works. There is a pitched gallery at the west end.

#### **1.08 General condition of the Building**

The overall condition of the church is reasonable. Following repairs carried out in 2018/19, the issues relating to water ingress through masonry and wallheads have been mostly addressed and the severe west-end gable problems have been resolved externally and now newly plastered and decorated internally. Gutters and flashings are in reasonable condition. The slate roof to the nave has reached the end of its servicable life and despite repairs, is still allowing some water ingress during driving rain. Inspections have shown that the head-laps are inadequate, allowing water in during wind-driven rain. It is assumed that this has been a long-standing issue, hidden previously by the fibreboard ceiling, now removed.

Previously there were noticeable areas that had been damaged by former water ingress, mainly the east and west gables of the nave where the watertabling and leadwork have failed; these areas have been repaired and redecorated following repair works to the watertabling. The north-east corner is still an issue, most probably from the slating problem

rather than copings/leadwork.

The PCC have done a great deal within the last quinquennial, and their efforts to repair and care for the building are noted.

#### STRUCTURAL ISSUES:

- quite substantial disturbance to the north east corner of the vestry wing - query soft ground conditions or general ground disturbance from mining - drainage to be addressed
- subsidence of the south-west porch, most probably due to soft ground conditions although mining locality is acknowledged - drainage to be addressed

The following cracks are to be monitored:

- crack over external vestry door
- crack over internal vestry door into chancel
- horizontal cracks at tops of walls in vestry
- cracking at south-west corner of nave, over porch
- stepped cracking in the joints over most windows in the south elevation and the central window to the south chancel elevation
- cracks through joints over windows on the north elevation of the nave

#### **1.09 Safety aspects of the Building**

There are no safety concerns noted during the inspection.

#### **1.10 Schedule of Works completed since the previous report**

- Patch repairs to nave roof, watertabling relaid with new flashings and repointing to tops of nave gables
- Porch and vestry re-roof
- Insulation and render to blocked windows to west nave gable
- Redecoration of nave and vestries
- Plaster, ceiling and partition wall repairs to vestries
- Repairs to vestry door and replacement of porch doors and community room door
- To the community room: new electric heaters, lights and sockets, new kitchen
- To the narthex: new lighting and re-decoration of existing joinery and metal work
- To the gallery: removal of 3 pews, formation of storage area enclosed with stud wall
- To the choir vestry: new joinery and kitchen area
- Fire extinguishers serviced and updated (annually)
- PAT testing (annually)
- Gutters and downpipes cleared (annually)

#### **1.11 Work outstanding from the previous report [items listed are those that are still considered necessary and are included in the current list of recommendations]**

ESSENTIAL WITHIN ONE YEAR:

- adjustment of floor springs on inner entrance doors of south porch
- new fascias and gutters to south-west porch and resolution of downpipe from nave. Remove flags and dig trench to alleviate damp ground conditions around porch

- Remove concrete drainage chancels from perimeter and dig trench. Drainage investigations and soakaways throughout generally, particularly to the north.
- Re-bed apex crosses to chancel and organ loft.

#### ESSENTIAL WITHIN TWO YEARS:

- De-rust and paint all remaining cast iron downpipes and gutters. Improve discharge from north chancel to vestry roof.
- permanent in-filling of windows of organ chamber
- decoration of timberwork and gutters
- Remove timber panelling inside porch and plaster

#### NECESSARY WITHIN FIVE YEARS:

- localised re-pointing and filling of cracks in soft lime mortar
- Refurbish metal window grilles
- Repair white-stained oak furniture
- Repair glazing
- Remove carpet to allow floor to dry out and breathe
- Commence programme of repairing boundary walls

#### LONGER TERM

- Refurbish cast iron window hoppers
- Replace polycarbonate secondary glazing
- Refurbish/replace boundary gates

### **1.12 Records and Health and Safety file**

All records of inspections and works carried out are kept within folders neatly and tidily which are kept in the vestry on site. Everything seems to be in order and up to date.



## | 2.0 | Recommendations for Repair/Renovation

*All outstanding works from the last report (as noted above) that are deemed relevant have been included within the recommendations of this report.*

*Please note; all works must be specified, overseen and approved by the inspecting architect or other conservation accredited professional to ensure quality and appropriateness of workmanship.*

*This is not a schedule of works, only identification of where works are required - a full specification and schedule should be drawn up prior to repair works being carried out.*

*The following costs are very basic estimates only - proper quotes should be obtained from appropriate crafts/tradesmen prior to works being carried out.*

**Recommendations have been made based on the needs of the building, not on the availability of funds.**

ITEM	RECOMMENDED WORKS AND URGENCY	APPROX. £s
<b>2.01</b>	<b>Urgent works requiring immediate attention</b>	
a)	Across whole church and extension; minor slate repairs where slates have slipped, are missing or broken, point up open joints in ridge.	1,000
b)	Re-paint all exposed leadwork with black paint to disguise.	350
c)	Ensure all gutters, downpipes and gullies are free flowing and are not blocked with leaves, debris or covers.	DIY
<b>2.02</b>	<b>Works recommended to be carried out during the next 12 months</b>	
a)	Re-bed copings to organ loft on lead dpc, dowed, re-bed apex cross, point high level open joints, including hoodmoulds.	8,000
b)	New fascias and gutters to southwest porch and new downpipe from west end of nave to replace grey plastic SVP. Remove flags from against the base of the wall and dig trench to allow foundations to dry out and ease continued subsidence.	2,500
c)	Below ground drainage to be investigated, particularly on north side where ground is very wet. Cost for investigations by drains inspectors (Dynorod or similar). Establish whether there are any soakaways, and if land drains may be of use to help dry out the ground. Cost for land drains/soak away	1,200 2,500
d)	Add new external weatherbar to northern vestry door (redundant) and refurbish door to maintain in good condition.	750
e)	Remove concrete drainage channels and cement mortar fillet from against the walls around perimeter of building and dig trench and turf, to dry out base of wall, including tarmac pathway around south porch.	1,800
f)	Monitor cracking noted in report, both externally and internally. Report to architect if worsen.	DIY
g)	Carry out adjustment to floors springs to inner porch door. If not successful, carefully and minimally plane back eastern leaf of inner porch door so that it does not catch/stick when opening.	500
h)	Add vent/air flow at base of doors to toilets to improve air circulation (trim bottom of door, or add vent).	150
i)	Replace noticeboard	750
<b>2.03</b>	<b>Works recommended to be carried out during the next two years</b>	
a)	Carry out full re-roof to nave roof, with slate head laps to be min 100mm.	65,000

b)	Re-new flashings at chancel abutment to nave east gable and re-bed apex cross to chancel east gable.	2,000
c)	De-frass (remove rust) and re-paint cast iron rainwater goods to organ loft and all other hoppers and downpipes from other stone gutters around the church, re-sealing joints. Improve discharge detail from north chancel onto vestry roof and to outlet and hopper.	3,500
d)	De-frass bell and bracketry and re-paint. Remove lightning conductor. Inspect stability of finial to bellcote while access is available.	1,500
e)	All pinnacles to north and south west corners nave, and north and south east corners of chancel to be checked for stability. Allow for dismantlement and re-building with stainless steel dowels.	25,000
f)	Remove timber boarding to inside of porch and repair masonry behind – re-point in soft lime mortar and plaster in 3-coat lime plaster to aid drying.	1,500
g)	Remove redundant iron fixings generally across church, and re-point in lime mortar.	250
<b>2.04</b>	<b>Works required to be carried out within the next five years</b>	
a)	Re-pointing of masonry in lime mortar, starting with hood moulds, and general masonry at low level where there are open joints and deteriorated masonry. Also include copings to vestry and areas susceptible to damp.	5,000
b)	Replace missing pieces of glazing, re-putty glass in lead comes where loose	500
c)	Block up disused window openings in organ loft with masonry	1,000
d)	Paint metal guarding around western vestry downpipe. Suitable metal paint for galvanised metal to be used.	100
e)	Refurbish metal window grilles – dismantle, rub down, repaint and re-fix using stainless steel fixings. Replace grilles to community hall with black powder-coated grilles as elsewhere.	750
f)	Re-bed ridges and hips to community hall extension.	850
g)	Remove carpet and raised central aisle to allow floor to breathe and dry out. Consider localised means of wheelchair access up to chancel if necessary.	500
h)	Commence programme of repair and re-pointing to boundary walls	5,000
i)	Paint internal door through to extension.	150
j)	French polisher to repair white stained oak furniture. Ensure traditional oils are used for cleaning/polishing oak, and not modern spray furniture polish.	150

<b>2.05</b>	<b>Works required to be carried out in the longer term</b>	
a)	Fully re-roof chancel and organ loft, including re-bedding copings on lead dpc where not already carried out.	75,000
b)	Fully refurbish cast iron hopper windows	8,000
c)	Replace yellowed polycarbonate protective glazing with made-to-measure galvanised, painted, wire grilles	15,000
d)	New/refurbish gates to boundary	2,000

## | 3.0 | External Elements

### 3.01 Roof Coverings



North roof pitch - repaired but still allowing water through during driving rain - headlaps only 50mm in general.

The nave is covered in large green Westmorland slates laid to diminishing courses, the bottom courses of which are very large. The chancel, organ loft and porch are laid with what appears to be heather Welsh slates and the new extension is also laid with Welsh slate.

In 2018/19, roofing works were carried out that included patch repairs to slating, watertabling was lifted and re-laid on lead, flashings were lifted, and soakers re-laid.

The ridge stones are simple stone rolled ridges, with brittle cement pointing that is breaking down and coming away in numerous places, particularly noted at the west end.

On the north pitch of the nave there is one slate that has been poorly repaired, otherwise the slates now seem sound following the minor slate repair works carried out. [Since the inspection, this slate has been rectified].

The south pitch of the nave roof, towards the west end where patch repairs have been carried out, has subsequently been damaged, and there is one visible hole through to the structure. [Since the inspection, this has been attended to]. One large new slate to the bottom course is not sitting straight. At the east end, there are two large cracks in two slates vertically, and one broken slate noted.



Newly patched slates to south-west nave

Where the bellrope enters through the roof, the detail is not ideal and is known to leak. This would benefit from a new lead slate and new capping detail when more major works are carried out.

The leadwork to the west gable soakers/flashings have recently been renewed. The bellcote flashing was not renewed as this would have required more extensive (and expensive) scaffolding, but would benefit from replacement during the next major roofing works, including some pointing at the base of the bellcote.

The leadwork to the east gable is in good condition. In 2018/19 all lead was painted in black bitumen to disguise it. This has worn off, exposing the lead. Repainting in bitumen should be considered.

The roofs of the chancel and the organ loft are laid in Welsh slate, and again appear in fairly good condition with only a handful of broken or slipped slates visible. The pointing to the ridge of the organ loft is cracking, coming away and leaving gaps. The ridge would benefit from re-bedding.

On the east slope of the organ loft there is moss growth to the ridge pointing and between slates. There is one cracked slate in the second row from the top towards the north end. The leadwork to the north gable is not visible as it is covered by mortar, which has hairline cracks running through it.

The lead to the valleys is wearing rather thin and would



Lead sleeve taking bellrope through roof covering is inadequate - requires completely renewing during re-roofing

benefit from replacement at some point although at the moment still serviceable.

To the chancel roof, there is one slate missing in the second course on the north slope. The valley leadwork appears to be in satisfactory condition, but is thinning. The leadwork to the chimney back gutter appears to be in good condition. To the south slope of the chancel roof there are at least 6 broken slates, some more slipped, and at least 10 tingles. The ridge pointing is cracking and joints are open to both north and south sides.

The lead flashings at the abutment of the chancel to the nave gable are still visible and appear split and cracked in several areas, indicating they are at the end of their life.

On the south pitch of the east gable to the chancel, the mortar fillet/render between the slates and the watertabling is heavily applied in cement over the lead flashings. This is detaching, cracked and supporting vegetation and shoots. This fillet would benefit from removal, which would also allow inspection of the lead flashings and perhaps painting to disguise.

The porch was re-roofed in 2018/19 including new flashings in a lead-alternative and re-pointing to the south gable. This is all in good condition.

The bellcote was repointed in 2018/19 and is in good condition. The two pinacles were not included in the repointing works and have a slight sway to the touch. They would benefit from partial dismantling and re-bedding with stainless steel dowels.

The roofs of the extension are laid with grey Welsh slate. There are quite a number of slipped and broken slates on the main community hall extension and a handful of broken slates on the link to the extension. The mortar to the ridge and hips has fallen out in a few areas - both ridge and hips require re-bedding.

The lead flashings at abutment of the link to the west gable have been renewed in a lead-alternative and are in good condition.

The copings to the vestry roof have a few open joints that would benefit from being pointed up. The vestry roof itself was stripped back, levelled and relaid in bitumen felt during the last quinquennial and is now in much improved condition, though requires leaves clearing before they block up outlets.

The chimney is in satisfactory condition.

The chancel pinnacles and cross appear to be in adequate condition, though pinnacles should be checked as per the west. The apex stone below the chancel cross requires re-bedding on a full bed of mortar.



Chancel roof requires major repair, and likely re-roof

### 3.02 Rainwater goods and disposal systems

The gutters to the main nave, chancel and organ loft are all stone lead lined gutters. As noted in previous QIs the lead work has been laid in extraordinarily long lengths which is now splitting in quite a number of areas and has been patched previously. The nave gutters still sport their original lead work which is splitting. All downpipes from the main Church are cast iron leading from cast iron hoppers. Outlets into downpipes are lead lined.

In 2018/19 they were overlaid with universal felt to seal leaks and provide a temporary repair. The south gutter appears in adequate condition. In the centre of the north gutter the felt is lifting up off the stone and needs re-sealing, [this has been carried out since the inspection]. The gutters need clearing out and the hoppers/downpipes would benefit from refurbishment.

The chancel gutters have previously been lined with felt and this appears to be performing adequately. The stone gutter to the chancel is lined with felt, apparently in good condition but full of leaves. Cast iron downpipe needs refurbishment.

The south porch roof originally had outboard gutters but these have been removed. This means water is falling directly on to the ground, which, combined with flags laid right up against the base of the wall, is causing major soft ground issues that is most likely the cause of the subsidence seen in the porch structure. These gutters should be replaced. It is understood that the gutters were probably removed because they offered a foothold up to the roof, but without them, there is the risk of damage to the slates, as well as the wet ground causing structural issues.

The large plastic downpipe (grey plastic SVP) from the nave passing around the porch and buttress is awkward in its arrangement, bending around the corner, and would benefit from better detailing as noted previously.

The gutters to the organ loft require clearing as they are full of vegetation, leaves and other debris. The gutters to the west side are cast iron and would benefit from full refurbishment. To the east side the gutters are plastic and in adequate condition, but would benefit from being replaced with cast iron.

The flat roofed vestry was re-felted during 2018/19 and is in good condition, although it needs clearing of leaves. There are two outlets from this flat roof, one to the south east of the roof and one in the centre of the west elevation. The hopper and downpipe to the east elevation of the vestry would benefit from refurbishment. A new and improved discharge arrangement is required from the chancel hopper on the north elevation to the flat roof. The gullies in this area require clearing of leaves.

All cast iron rainwater goods are showing signs of rust deterioration and would benefit from de-frassing and painting. All joints should be checked for leaks.



Porch re-pointed and re-roofed - grey plastic soil pipe taking rainwater from nave roof still not been resolved



Vestry copings open, but felt over prevents water ingress



Contrived grey plastic SVP taking water from nave down and around porch and buttress - requires improvement

To the west elevation of the vestry wing there is a plastic hopper and plastic downpipe covered with galvanised metal guarding which one presumes is to prevent people climbing up the drainpipe. This looks rather unsightly and there may be a better solution. Even painting the metal guard in a black paint would help.

The hopper next to the external door into the vestry has been reset and is set away from the wall by approximately an inch. It should be noted that this is normal as hoppers and downpipes were often fixed on to bobbins which set them away from the masonry and were not directly against the wall - bobbins missing.

There is a rainwater pipe fixed on the west gable of the nave on the south side between buttress and link extension, that appears to have been re-purposed and is now acting as a soil vent pipe to the WC. There is a similar arrangement on the north side of the link.

All guttering to the new extension is of basic black plastic but appears in reasonable condition for now. These all require clearing. The timber fascias to the extension require redecoration.

All downpipes lead to gullies with clay sumps, presumably connecting into ground drainage runs. Most gullies appear to be clear at the time of inspection except the one on the west elevation of the porch which was covered with a piece of slate most probably to protect the hole from leaves, however this has actually prevented viewing and easy clearing.

### 3.03 Drainage below ground

All gullies are clay which presumably connect into either a soakaway or mains drains. The ground around the Church, particularly on the north side of Church is saturated which puts into question whether the drainage is a soakaway, and if so, is it properly soaking away? It also puts into question the need for land drains.

### 3.04 Bellcotes, parapets, chimneys and upstand verges

There is a bellcote on the west gable apex of the nave which is in good condition This was re-pointed in lime mortar in 2018/19.

The lightning conductor has been pulled away from the west gable copings but is still fixed to the bellcote and secure. The Church would like this removed. The other one on the east end has been half pulled down on the south side.

There are vertical copper cramps in the east and west elevations of the bellcote, which tie each course together. They were inspected during the roofing works and are sound.

The bell and its bracketry are iron and are showing signs of rusting. The iron bar has been painted.



Western gable - watertabling re-bedded, gable re-pointed.





Pinnacles checked for stability, movement is notable - unknown whether there are dowels or lead joggles locating the stones - would benefit from re-building with stainless steel dowels

To the west gable, there appears to be some deteriorated and bursting stone at the base of the head of the south west pinnacle, and the capping piece appears to be sat at an odd angle. It does appear as if it has been repaired in the past although it would benefit from being checked.

The joint halfway down the north western pinnacle appears to be deteriorated and the stone friable, and would benefit from re-pointing.

The watertabling to the east and west nave gables was all re-bedded. To the chancel and elsewhere there are open joints and the apex cross to the chancel requires re-pointing as a minimum, but preferably re-bedding.

The apex stone to the north elevation of the organ loft also requires re-bedding. There is a large open joint to the east of this stone where daylight can be seen and water would penetrate into the wall head.

There is an old iron fixing embedded into the masonry below the chancel east gable apex which should be removed as it is disrupting and cracking the masonry. The masonry joints below this apex stone are all open.

The parapet around the vestry wing also has some open joints, although the felt capping on the top has probably protected the wall head from the mortar being washed out.

### 3.05 Walling

The masonry walling is a tooled coursed sandstone with dressed string course window reveals, buttress shoulders and hood moulds. There is also dressed ashlar to the pinnacles that are of a Gothic style, as well as the bellcote.

The south west porch has a very wide, stepped wallhead coping detail.

The masonry in general appears in reasonable condition, although many areas have been re-pointed in a cement based mortar, this does not seem to be unduly affecting the masonry units at the moment. There are some localised areas of masonry erosion accelerated by the pointing, but it is not yet a widespread issue.

There are a number of cracks and areas of movement as noted in previous quinquennials. Areas to note are;

- crack over the porch in the south west end of the nave
- the porch is leaning outwards towards the south
- stepped cracking in the joints over most windows in the south elevation and the central window to the south chancel elevation
- cracks through joints over windows on the north elevation of the nave (middle window)
- quite substantial disturbance to the north east corner of the vestry wing

Most of these cracks and movement appears to be historic although all should be monitored.



Cracking in north east vestry walling is substantial - point in lime mortar and monitor



North elevation generally damp - area to east of nave repointed

The west gable of the nave was repointed at high level during the 2018/19 works and the blind windows have been lime rendered.

The masonry to the stone gutters is dryer than the previous inspection, now that the lead gutters have been lined with felt.

The masonry at low level is in fairly poor condition with many open joints and poor pointing that has been carried out in a cementitious mortar.

The north elevation is particularly notable, and is very damp. This is not being helped by the concrete drainage channel which abuts the perimeter of the Church; this will be holding moisture within the foundations creating damp walls.

One area (1m wide) to the eastern end of the north elevation of the nave has been repointed recently in lime to attempt to dry it out - leaks at the wallhead appear to have caused major damp in this location.

The masonry to the east gable of the nave has been repointed at high level.

The south porch was repointed in 2018/19 and is in good condition.

At the base of the perimeter plinth where the concrete channel runs around the building, a cement fillet has been buttered up against the masonry which in many areas is causing deterioration of the stone and dampness within the walls and foundations.

The ventilation grilles have all been renewed in new cast iron as part of the 2018/19 works.

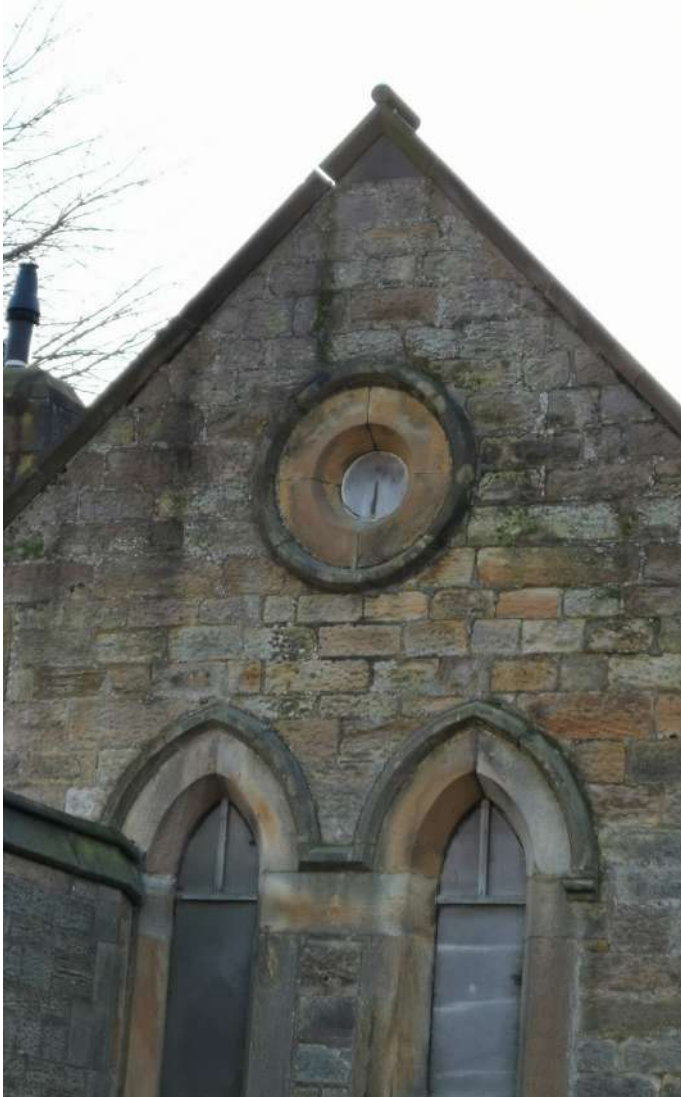
As noted previously, there is an open joint to the top of the chancel gable below the apex. To the south elevation of the chancel, the stone is delaminating at the base of the gutters, and is generally in poor condition at low level.

To the south elevation of the nave, there are a few open joints in the gutter. There is minor cracking above the windows. The crack above the porch needs raking out and repointing so that it can be monitored.

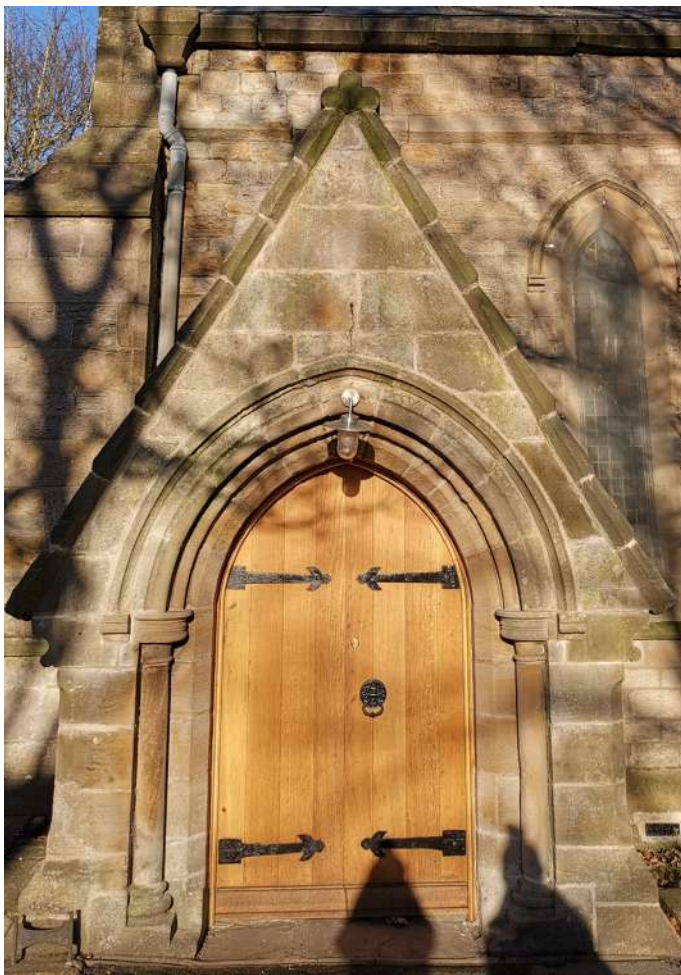
To the north elevation of the organ loft, the cement pointing is falling out and the masonry is green with algae. The bedding joints to the watertabling are open and the stone is deteriorating at high level.

To the west elevation of the vestry, the plinth is in poor condition. To the north elevation of the vestry there is a crack giving the appearance that the north elevation is falling away - to be pointed up with lime and monitored.

To the east elevation of the vestry there is fine cracking through the hoodmould of the clergy vestry door, running vertically and to the right.



North elevation of organ loft in poor condition with water penetration through open watertabling



New oak door to porch



Crack through cill of middle window on north elevation of nave

### 3.06 Timber porches, doors and canopies

The timber doors to the south west porch were replaced in oak in 2018/19 and are in good condition. The door to the choir vestry was re-faced in oak and is in good condition. The door to the clergy vestry (no longer used) has not been refurbished and requires a new weatherbar.

The timber door into the modern link extension was also replaced in oak in 2018/19, and is in good condition.

### 3.07 Windows

Windows are all leaded with coloured glazing, either plain coloured glazing or figurative glazing in the chancel.

There are several windows with broken quarries and pieces of timber to protect openings, these should be repaired.

Many of the lancets would benefit from repair of the lead cement with putty as there are a number of lancets which rattle when tapped, indicating loose glass within cames. It appears that many quarries have already been re-cemented and this repair should be continued.

Most lancets are free from bows due to the tie bars functioning effectively.

There are, however, a number of windows with cast iron hoppers which are severely rusted and deteriorated and the glass within them is distorted. These hoppers should be fully refurbished and the glass repaired.

Externally the windows have a mixture of polycarbonate glazing and wire grilles, fixed to the outside of the reveals. The polycarbonate has yellowed with age and is crudely fitted over the whole reveal with a square chamfered top that barely fits underneath the hood moulds. This style of polycarbonate glazing is poorly fitted, without an air gap (although not sealed) and would benefit from being replaced. Fixings into the stonework are also rusting which will begin to damage the stonework. Grilles should be considered in lieu of new polycarbonate, to avoid the limited shelf-life and on-going costs.

The wire grille protection to other windows is now in need of refurbishment. They would benefit from removal, rubbing down, repainting and re-fixing using stainless steel fixings.

Hood moulds over windows appear to be in reasonably sound condition although there are a few fractures showing and some open joints. Open joints will not be benefiting the rainwater disposal.

There is a crack from plinth level up to window sill, through the window and from window head up to gutter on the second western-most window on the south elevation of the nave. There is also a crack through the cill of the middle window to the north elevation, the hood mould has dislodged and it appears as though the right hand voussoir has moved.



The blocked up windows of the organ loft would benefit from being permanently blocked in masonry, up or at least the temporary plywood should be painted. To the north elevation of the organ loft the roundel is delaminating and the hoodmould is holding moss.

The windows to the new extension are white plastic uPVC with metal grilles. There is some damage to the community room metal window protection where it appears to have been dented and cut, it is difficult to know how recent this is. The kitchen window grille is also damaged. The windows are very dirty and the cills are holding algae, the metal grilles appear to be preventing cleaning.

Grilles to community hall extension have suffered damage, also preventing cleaning

## | 4.0 | Internal Elements



Newly painted ceiling boards and trusses - removal of fibreboard allows leaks to be noted immediately and monitored



Purlin in east gable, north pitch repaired and area of sarking boards replaced where rotten

### 4.01 Towers, spires

There are no towers or spires at this Church.

### 4.02 Clocks and their enclosures

There is no clock.

### 4.03 Roof and ceiling voids

There are no ceiling voids in the main church, all is open to the underside of the rafters following removal of the fibreboard in recent works.

**The community hall does have some ceilings, but access into the voids was not obtained.**

### 4.04 Roof structures and ceilings.

The timber roof structure is now fully exposed within the nave. Large roof trusses are mounted on stone corbels, in a king post arrangement with additional side struts. Trusses are secured with iron collars which appear to be original. Over the trusses are principal purlins, rafters and sarking boards, which were exposed during the 2018/19 works. Former fibreboard sheeting was removed due to severe water damage and loss of stability.

To the chancel, collared trusses are semi-exposed creating a faceted vaulted ceiling, also supported on stone corbels. The ceiling boards have been left in situ here as they were not as badly damaged as those in the nave.

The ceiling to the chancel is in good condition and the trusses were painted in the 2018/19 works.

The ceiling boards within the nave were removed due to their poor condition, a result of water ingress through the roof. Despite the roof repairs, it is still leaking, due to the lack of head-lap (refer to roofing section for full details). Now that the boards have been removed, the areas of water ingress can be clearly seen. It is particularly bad around the bellrope entry, to the eastern gable north pitch, and a number of isolated locations on the north pitch - leaks only evident during/ following driving rain.

The paintwork to the trusses is recent and in good condition. The timberwork is in good condition generally. There is one new splice repair to the end of a purlin embedded in the eastern gable of the nave, north pitch, which was carried out in the 2018/19 works.



Blistering and damp in corner of north east nave - wall drying out from major long-standing water ingress, but also still signs of leaking at roof level following driving rain (above bottom purlin) despite major works to watertabling. See notes about slating in roof section

#### 4.05 Internal structures, balustrading, upper floors, balconies and access stairways.

Internal walls are plastered and painted with timber panelling up to dado height.

The internal masonry walls appear to be in reasonable condition apart from localised areas where there are clearly damp or water penetration issues. There are a few areas of cracking visible on the external walls in the plasterwork, notably;

- below corbel to the second from west truss, north nave
- crack over easternmost window, north nave
- crack over westernmost window, north nave
- cracking over window to easternmost window, south
- slightly more noticeable cracking over westernmost window, south, before the gallery, running up to the stone corbel of the central truss

There are also minor hairline cracks visible in sills of the windows and also below the gallery.

The plasterwork is generally in reasonable condition, and has been recently redecorated in a breathable clay paint.

To the eastern end of the north side of the nave there is a large area of blistering, despite the newly painted plaster. The external stonework in this area has recently been repointed to attempt to dry this area out, and the paintwork flaking is being monitored internally. Above this area a purlin end had to be repaired and sarking boards replaced where there has clearly been a long-standing water ingress issue. It is suspected that this area of masonry is sodden and is drying out.

The west elevation of the nave was re-plastered in 2018/19 and is in good condition. The blocked windows were rendered over woodfibreboard externally, and plastered internally, and now no longer appear to be allowing water ingress.

The wall structure in the chancel, including both plaster and paintwork, all appears to be in good condition.

The raking gallery at the west end of the nave takes up the last two bays. The gallery is supported on cast iron columns and is embedded into the masonry walling. The structure is timber with stone corbels (painted and grained to look like timber) at the juncture of the wall, with timber balustrading to the front of the gallery and a timber staircase panelled above an under-stair cupboard to the north west corner. The stairs, cast iron posts and partition to the narthex have recently been painted, whilst the rest of the gallery joinery remains pale and grained. It all appears to be in good condition.

The raking gallery to the underside is plastered and painted and all seems in reasonable condition.

The staircase up to gallery level is an open balustraded stair with panelling to the eastern face enclosing a cupboard. The staircase is timber and appears sound. The staircase is carpeted so the steps themselves could not be seen.



Gallery and stairs at west end also decorated



Newly plastered west gable. Extent of storage area, between gable and first truss.



View from gallery - this area should be used once again

The gallery has five levels housing four rows of pews, the back row of pews having been removed to form a partitioned store area in the internal works that took place in 2019. The gallery floor is exposed floorboards with carpeting down the northern aisle. The timber floorboards that could be seen all appear to be in reasonable condition. There are off-cuts of carpets running beneath the pews in some areas.

The pews to the gallery and the rear face of the solid gallery frontage are all stained dark, which is in contrast to the light graining of the woodwork below. It appears that the dark staining was the original decor, and the light coloured graining is of a later date, adopted throughout the whole of the church.

The gallery cuts into the westernmost windows and the floorboards sail into the reveals to meet the glass.

The timberwork to the gallery, of both the panelling and the balustrading, appears in reasonable condition. The works to form a store at the back of the gallery were just complete at the time of the inspection, so it is not currently being used, but soon will be. The formation of a dedicated store, and the repairs to the west gable, will mean the remaining gallery pews can once again be used for seating (previously filled with boxes, old carpets etc). This should be encouraged as it provides an excellent view of the rest of the church.

The central supporting beam of the gallery where it is embedded into the wall on the north elevation should be monitored as the masonry in this area has been damaged from water ingress in the past. During the recent works, this area was inspected closely and the timber bearing still appeared sound.

The raked ceiling in this area, against the north masonry wall, was showing signs of salt damage due to water ingress in the previous inspection. As this has recently been decorated, it should be monitored for any signs of further water ingress. The final raking beam which will be fixed against the masonry wall may be absorbing moisture so should be carefully monitored.

The inside of the southwest porch is lined with timber in a fairly rudimentary manner, most probably to conceal damp masonry. The base of the panelling is warping and there are clear signs of damp on the stone flags to the floor. At the door jamb to the west side of the internal doors there is an open gap between the jamb and the panelling where there is clear masonry salt residue.

The internal doors appear to be of a 1940s or '50s style when it is assumed the panelling was also installed. This panelling is not ideal as it only masks the potential issue with damp stone masonry. It will also prevent any air circulation and any drying out that the masonry may have got inside the porch, thus exacerbating the issue.

The batons which the vertical panel boarding is fixed to may also be susceptible to rot if fixed directly to the masonry.

On a superficial level this panelling appears in acceptable



Timber panelling inside porch hiding damp masonry, restricting drying out. Damp seen on flags to floor

condition, but ideally this panelling should be removed and the masonry re-plastered in a non-hydraulic lime plaster.

#### 4.06 Partitions, Screens, Panelling, Doors and Ironmongery

Throughout the nave and chancel the bottom part of the external walls are panelled to approximately dado height and to back of pew height.

The panelling is of softwood which is painted and grained with a shellac coating.

All the panelling seems to be in very good condition. There are a few openings of joints in the nave where there has clearly been movement, and these occur in the centre of the nave on both the north and the south elevations.

To the west of Church there is a full height timber screen, the top half glazed, up to the height of the underside of the raking gallery. The screen is timber boarded to half height and glazed above with small paned glazing in original glass with imperfections. The screen is protecting the entrance from the south west entrance porch and encloses an area where the font is situated on the nave-side of the partition.

The panelling of the partition screen is again in softwood painted and grained with a hard shellac coating, and recently decorated to the narthex side. This seems to be in good condition. In future this area should not be used for pinning notices to.

To the corresponding north side at the rear of church the staircase up to the gallery is panelled at low level enclosing a store cupboard which has also recently been painted. All appears to be in good condition.

A pew has been removed from this back north side to create a children's corner.

The panelling to the chancel is good quality hardwood with raised and fielded panelling, and integrated choir stalls and pew fronts.

The timber panelling to the sanctuary includes a more decoratively carved oak reredos behind the altar, which is now covering the original decorative wall tiles.

The panelling to the sanctuary including the oak altar table have the signs of the Mouseman.

The panelling to the chancel and sanctuary and the choir stalls were erected in the memory of Joseph Howarth, Vicar of Collierley 1937 – 1942 dating the timberwork to the 40's.

It is all in very good condition and has been treated with either Archdeacon's mixture or beeswax since the last QI.

The timber door leading from the chancel into the vestry is softwood panelled, painted and grained with a shellac coating



Narthex screen painted to western side - church-side remains shellac





Furniture and panelling to chancel in good condition - ceiling also re-painted. Fibreboards left in situ

(and recently painted to the vestry side) and appears to be in good condition. It appears to have twisted slightly and is not shutting straight, but this is immaterial. Some opening of the joints of the timber panelling have been filled with putty.

At low level against the pew, the architrave to the vestry door has at one time been amended and the original paintwork scheme can be seen. It appears that the original woodwork was painted and stained in dark timber colour, much the same as the panelling and timbers to the upper gallery. It seems that at a later date the woodwork was painted a light coloured timber and grained, most probably to try and match in with the new lighter oak panelling in the 1940's.

The doors to the inner porch are simple oak frames with full height wire glazing. They open on floor sprung hinges, swinging both ways, although the eastern door is jamming when opening inside and needs adjusting. The woodwork itself appears to be in good condition with simple bronze pull handles. The inner east leaf handle appears to be loose. This handle should not be attempted to be repaired as any repair could result in damage to the slender handle design, however it would benefit the door if the inner edge was planed back to release the door allowing it to open so that users do not yank on the handle to try and open it.

The door in the west gable that leads on to the new extension is a modern half part glazed door of rather mundane specification, but nonetheless in acceptable working order, though could do with painting.



Stone flags still visible at south west entrance, before blue carpet begins

#### 4.07 Ground floor structure, timber platforms and underfloor ventilation

There is solid floor construction at the south west entrance that would have run along the central aisle and then into the chancel which would also have had a solid floor. The pews to the nave would have been raised on timber platforms. In more recent times a suspended timber floor has been added which ramps up from the south west entrance to a height allowing level access from the central aisle into the pews and directly into the chancel negating the steps.

The whole west end of Church, the central aisle, the front end of the nave and the chancel and sanctuary is now all covered with a blue carpet. The only areas left exposed are the timber floorboards to the pews, a small area of tiles visible within the choir stalls, and stone flags within the rear narthex (which are fairly worn).

Whilst the level access may be desirable on some fronts, it does rather diminish the architectural impact of the church as a whole, and diminishes the principle of raising up into the chancel.

The covering of the whole Church in blue carpet is also rather domesticated and particularly at the front of the nave, the aluminium edging strips make the area feel rather institutionalised.



Base of font suffering from salts - surrounded by carpet, which will be having a detrimental affect



Carpet throughout, will be causing dampness within the original stone flags below

The fitting of carpets onto solid floors prevents the floors from breathing and ground moisture that would naturally evaporate from tiles and from stone flags will become trapped beneath the carpet underlay. This could create an undesirable atmosphere below the carpet but could also push moisture elsewhere, such as into the walls. Stone flags become particularly vulnerable in this situation.

It is unknown whether there were heating ducts in the central aisle and whether these have been covered over with the new suspended floor and carpet, but there is certainly evidence of heating grilles along the rear of the choir stalls on the north side. It is assumed that the pew stalls have under floorboard ventilation serviced from air bricks externally. The below floor voids could not be accessed.

It will be desirable in the future for the carpet to be removed and for the stone and tile solid floors to be exposed, allowing the fabric to breathe. If level access is considered essential then other provisions could be made instead of raising the whole of the central aisle.

The stone flagged floor to the south west entrance porch/narthex and lobby area behind the partition is somewhat worn and deteriorated, and is damaged where carpet has been removed in the past. The stone flagging now has retained some patchy staining from the former carpet but unless there is a will to buff back the stonework it would be better left alone.

The stone base to the font is spalling slightly and needs brushing back and the carpet hoovering in order to monitor if this is worsening.

#### 4.08 Internal finishes

It was noted previously that there were various areas of peeling and blistering paintwork within the nave. The nave was redecorated recently and is now able to be carefully monitored for any areas of water ingress. The existing paint (prior to redecoration) was impervious and although it was rubbed back, it was not removed. So although breathable clay paint has been used in the recent works, it will not encourage the walls to dry out from the inside. The specification of clay was chosen for aesthetic reasons, and for the fact that clay can help improve the internal environment and deals with condensation/humidity better than emulsion with polymers. It is acknowledged that to ensure the stonework dries out, external cementitious pointing must be replaced with lime. The PCC have made every effort to visually improve the church.

The chancel arch on the nave side has been redecorated following repairs to the gable end (prior to the last QI), as has the whole of the chancel, which all look in very good order. It is noted that breathable lime paint has been used in this last phase of painting works, although only some areas of the former modern paintwork were able to be removed. Where possible the old paintwork was scraped back to original plaster and repainted with lime.



Full redecoration of plasterwork and timber roof structure



Good quality pews in good condition

#### 4.09 Fittings, fixtures, furniture and movable articles

The pews to the nave are very good quality high horizontal planked back with book stands to the rear and coat hooks. All are of a very simple but good quality design, constructed in softwood, painted and grained with a shellac coating. As noted previously it appears that the light coloured graining that is seen now was a redecoration job, most probably in the 1940s, with the original paint scheme being a much darker stain and grain.

The pews are generally in good condition although chips and dents and scrapes of the paintwork are a natural cause of wear and tear. There is one pew to the south side of the chancel that was damaged during the redecoration works, this has been repaired but is unfortunately still visible.

It is not recommended that these pews are redecorated or touched up as the quality of the workmanship would be hard to follow and unless a whole scale job was done properly it would not be worth patch repairing.

As noted previously the choir stalls are good quality oak, installed in the 1940's as a memorial.

The pulpit and the steps to the lectern appear to be contemporary with the build, the steps to the lectern are still dark stained timber, now covered in carpet. The pulpit and panelling behind the pulpit are all softwood painted and grained as the rest of the joinery work. All are in very good condition, despite the occasional chip in the paintwork.

The eagle lectern is carved out of oak and appears to be very good quality and is dedicated to Reverend John Gornall, Vicar of the Parish between 1882 and 1904.

The new lectern positioned on the south side in front of the pulpit is of modern design and construction and has been dedicated in memory of Fred Moorcroft, Church Warden.

The font is stone that is painted with a pinkish tinge positioned on the nave side of the entrance screening at the south west corner. There is a pitch pine font cover which sits over the font in simple decorative design, that is suspected to have come from elsewhere as it does not fit the font correctly, although it is the same shape (octagon).

The font is in reasonable condition although some salt staining at the plinth level does indicate that there is moisture in the ground, as noted previously.

#### 4.10 Toilets, kitchens, vestries, etc.

The vestry wing was an extension, exact date unknown (possibly early 20th century), built of solid masonry walls, plastered and painted internally with timber panelling up to dado height.

This was fully refurbished in 2018/19, including plaster and joinery repair and full redecoration, and now looks much



Units in refurbished vestry

better and provides a much more useable space for the church.

There is a crack over the door head to the outside door, through the lintel, although it does appear to be historic.

There are also cracks over the door into the main chancel, again it is hoped or assumed these are historic, but should be monitored.

There is a partition between the main choir vestry and the clergy vestry, this internal partition wall was investigated in the 2018/19 works and there were no signs of sagging as was suspected in the previous QI. This wall was insulated and replastered and decorated and is now in good condition.

The ceiling is boarded with fibreboard so unfortunately one cannot see what is going on above the false ceiling level. There are a number of horizontal cracks at high level in most areas. These were inspected in the 2018/19 works and found to be stable - cracks were filled and the ceiling repainted within the priest's vestry.

The floor is a solid floor, covered in a lino which is covered in a large rug in the choir vestry and a carpet in the clergy vestry.

There is a safe in the north east corner of the clergy vestry. There is no sign of a fireplace.

The external door into the clergy vestry is blocked by a large cabinet. During the last inspection there was serious evidence of damp and water penetration on the west wall of the choir vestry and the clergy vestry in the position of the outlet and downpipe on the external elevation. Water ingress was investigated and resolved, and the area has all been redecorated so can now be carefully monitored.

The general condition of the clergy vestry is good following the refurbishment, however it is still mainly used as a store.

There is now a new kitchen unit positioned in the choir vestry, with a large storage cupboard to the right. It is hoped that this space will be much more user friendly now, and could be used to host meetings.

The west-end community hall extension houses the toilets, the kitchen and the community room. This community centre is accessed through a new oak door at the west end of Church, entering into a corridor and lobby area, off which there are toilets and the community room.

The lino floor from the Church to the steps up into the main lobby of the community hall is in a fairly tired condition and is not particularly appealing but is serviceable.

The walls of this link corridor were previously showing signs of deterioration at low level where the external ground levels are much higher than the internal floor level. This area has recently been replastered and redecorated in lime and it is hoped salt issues will subside.



New oak external entrance into community hall



External wall to right hand side of link has been replastered in lime plaster to help deal with damp

The toilet is positioned against the original west wall of the church, and was showing serious signs of damp and mould due to damp conditions in the wall, but also lack of ventilation in the room. The render was recently removed and replastered in lime and the extract fans have been replaced.

The floor of the toilet is painted concrete and appears in acceptable condition.

The partition walls are plastered and painted and are in reasonable condition.

The disabled toilet and baby change walls are plastered and painted and in reasonable condition. There is, however, peeling paint to the ceiling, indicating condensation in the room due to the previous lack of ventilation. However the extract fan has recently been replaced so this should improve. It must be noted that whilst both toilet doors are kept shut, there is greater resistance placed on the extract fans and this will shorten their life. It is recommended that grilles are inserted into both doors, or bottoms are trimmed to alleviate this.

The community room is open to a pyramidal roof structure with timber soffit boarding on a square plan. The walls are all plastered and painted and appear in adequate condition, despite a few minor cracks, drawing pin marks and general wear and tear.

The ceiling is exposed timber and timber soffit boarding, again all appears in reasonable condition from what can be seen. The floor is solid floor with carpet tiles all in reasonable condition.

From the community space is the kitchen, which is also carpeted on a solid floor, plastered and painted. The existing kitchen had been removed at the time of the inspection and a new kitchen imminently due to be installed.

The lights within the community room have recently been replaced with bronze pendant lights, which are a vast improvement (both visually and practically in terms of replacing bulbs) on the previous strip lights.

#### 4.11 Organs and other instruments

The organ is listed Grade II in its own right in recognition of it being a good instrument by Harrison & Harrison. It is considered of national heritage and is therefore listed in the institute's register of historic type organs and deserves careful preservation for the benefit of future generations.

The organ is contemporary with the build, the organ casing being in the same soft wood stained and grained.

Inside the organ casing the workings are of pitch pine in good quality condition. The organ was made by Harrison & Harrison of Durham, the pipes are painted off white where exposed into the chancel. It is believed that the organ is serviced on a yearly basis. Access into the organ casing could not



New pendant light fittings much more accessible

be obtained as the access doorway is behind a tall standing cupboard within the choir vestry.

There is also an upstand piano positioned in the front north east nave which appears in good order from appearances.

#### **4.12 Monuments, tombs, plaques etc**

There are various items of fixtures and fittings that are dedicated as memorials, and there are several wall mounted memorials, all of which were simply checked for stability by manually feeling if they were secure - all appeared to be sound at the time of inspection.



Organ listed in own right, Grade II, by Harrison & Harrison

## | 5.0 | Services

### 5.01 Services installations generally

All service inspection certificates are kept in the log book within the vestry. All services appear to be reasonably up to date or are due imminently.

### 5.02 Gas installation

**A new boiler was installed in 2018. At the time of inspection the last gas safety check was carried out in 2018.**

The gas safety check should be carried out on a 12 month basis and is therefore is overdue at time of writing.

The new boiler is a Worcester Bosch GB162 65kw Condensing boiler with concentric flue system in existing chimney. The system connects to the original cast iron pipework.

### 5.03 Electrical installation

The last electrical inspection report was carried out in March 2020, following a test in February where a number of items were deemed unsatisfactory and were then rectified.

### 5.04 Water system

There is water supply into the vestry, and into the new community extension. There have been no reported problems.

### 5.05 Oil installation

N/A

### 5.06 Sound installation

There was an upgrade to the sound system in 2019. All in good working order.

### 5.07 Lightning conductor

Following the last lightning conductor test it was recommended that it needed upgrading. Upon looking into guidance for church lightning conductors, the PCC have decided to have it removed. This is due to take place imminently at the time of writing.

### 5.08 Fire precautions

The last fire extinguisher check was carried out in October 2017 and all were deemed to be satisfactory and in good order. An inspection is overdue as these should be carried out annually. The PCC were made aware of this at the time of inspection, and was due to be resolved immediately.

## **5.09 Heating and Ventilation**

The boiler in the choir vestry serves a traditional hot water heating system, fed into the church by the original cast iron pipework which runs under the floor grilles within the chancel taking to externally exposed pipework that runs around the perimeter of the nave, including several large cast iron radiators in various positions, including the west end of the nave and at the front of the nave. It is believed that although the traditional cast iron system has not been supplemented by anything other than the one single boiler or any other heating emitters, it is believed that the heating system works well and the parish appear to be happy with it at present. There has been discussion about a high-level recirculation fan (destratification fan) to keep the heat low down within the nave however this is currently on hold.

There has been no separate heating installation inspection other than the gas boiler.

The ventilation of the main space would come about via opening the cast iron hopper windows, although the cast iron hoppers are rusted and would probably not now open. It is essential that underfloor ventilation is maintained and all air bricks externally are kept free flowing.

Within the community hall, new electric radiators have been installed, replacing the old electric radiators that we broken.

## **5.10 Asbestos**

There was an asbestos report carried out in October 2014 when minor areas of asbestos were found in the sink unit in the choir vestry. This has now been removed and made safe. There were no other notes of asbestos within the church. The asbestos survey report is kept within the file in the vestry.



## | 6.0 | Curtilage

### 6.01 Churchyard



Cement render to be removed

The churchyard is fairly extensive and all laid to lawn. It is kept in a good way of maintenance, with only a few overgrown bushes and shrubbery around the far boundaries.

The ground to the north of the church is very wet, as previously described, and would benefit from some investigations into the current rainwater disposal arrangement and possibility of introducing land drains.

### 6.02 Ruins

N/A

### 6.03 Monuments, tombs and vaults

There are several large monuments, indicating family vaults below, but there are no built structures housing, or over vaults nor table-tombs in this churchyard.

There is a memorial on the south approach, which appears in good condition.

A number of headstones have been laid down. Headstones should be checked regularly for stability.

### 6.04 Boundaries and gates

The churchyard is bound on three sides by stone walling, and a hedge on the north. The stone walling is in mixed condition. It has, in many areas, been re-pointed in a cement based mortar which is now causing issues with the stonework. It is essential that all natural stone is pointed and repaired in a soft lime mortar so that the stonework does not deteriorate at an accelerated rate.

**To the northeast corner opposite the vestry door there is an area of cement that needs hacking off. In general the patching in cement is causing loose stones.**

**There is a section in the southeast corner where the south wall would benefit from rebuilding.**

**To the west boundary wall there are a few areas where trees have caused stones to dislodge.**

**To the road side of the boundary wall, between the gate post and the north corner, there is low level pointing in cement near the pavement which could be causing an issue. As you reach the south end of this wall there is more cement pointing.**

**There is one particularly boggy patch to the bottom southwest corner where the ground slopes down towards it.**



Trees along boundaries to be monitored as well as stonework wall



Hardstanding against base of wall is causing damp at low level, and mortar breaking up



Damaged noticeboard, now required replacement, or repair

The south boundary wall is a retaining wall with the church side being lower and the ground on the other side being higher. This should be monitored for any issues.

There are several trees whose roots are almost below the wall foundations - these should be monitored for disturbances to the masonry. There are already signs of movement, but at this stage, can be repaired by a competent mason.

The walls generally are in need of repair by a careful stonemason who is familiar in working with lime.

Gates are either missing or in poor condition. There should be consideration to their reinstatement.

#### 6.05 Trees and shrubs

Trees and shrubs generally appear to be kept well, apart from some over grown shrubbery in the far reaches of the boundary walls, and to the north hedge areas.

Trees against walls should be monitored.

#### 6.06 Hardstanding areas

As discussed previously, there is hardstanding right up against the external walls of the church, which will be holding water in the foundations and possibly creating soft ground issues. The leaning of the south porch could be attributed to this as the main pathway envelops most of the south porch wall-base.

The pathways are generally tarmac and appear in acceptable condition in themselves.

#### 6.07 Buildings within the curtilage

N/A

#### 6.08 Notice boards

The board on the east gable of the nave is damaged at the top and required replacing.

#### 6.09 Works Required to provide Disabled Access and Parking Space

Parking is on the road or on the grass to the north of church. Wheelchair access is from the road, up the tarmac path and in through the main south porch which is level access.

# | Appendix A

| Maintenance Plan

## ST THOMAS, COLLIERLEY - MAINTENANCE PLAN

E/C	External contractor
I/H	In house inspection
X	Applicable
A	Architect quinquennial inspection
SE	Structural engineer inspection
TF	Timber specialist
*	Maintenance inspection/works utilising high level access
**	Maintenance I/H subject to suitable safety measure being put in place

Item no.	Location	Building element	Details of maintenance item	Details of inspection and maintenance	Legal consideration and responsibility	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Comments
A1	External	Roof coverings	Slates	Inspect for cracked, broken or missing slates with binoculars from ground. If required, maintain with new slate replacement using lead or copper tags	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to inspect from ground. If defects found, roofer to be employed
A2	External	Roof coverings	Ridge tiles	Inspect for cracked or broken ridge tiles and missing mortar bedding. Replace/ re-point in NHL5 mortar	Health and Safety Legislation			E/C *			E/C *			E/C *		Architect to assist with or approve specification
A3	External	Roof coverings	Lead flashings and valleys	Inspect for splits/ defects. Replace sections of defective lead with new, appropriately coded for length and application	Health and Safety Legislation			E/C *			E/C *			E/C *		Architect to assist with or approve specification
B1	External	Rainwater disposal	Parapet gutters	Inspect for splits/ defects. Replace sections of defective lead with new, appropriately coded for length and application	Health and Safety Legislation			E/C *			E/C *			E/C *		Architect to assist with or approve specification
B2	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Inspect for leaking/ open joints and poor or loose fixings. Seal joints, repair fixings	Health and Safety Legislation			E/C *			E/C *			E/C *		
B3	External	Rainwater disposal	Parapet gutters	Maintenance inspection - Clear out debris and leaves to ensure free-flowing, including all outlets	Health and Safety Legislation	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	Wardens/ volunteers to carry out cleaning, ensuring all safety precautions are met
B4	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Maintenance inspection - Clear out debris and leaves to ensure free-flowing, including all outlets	Health and Safety Legislation	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	Wardens/ volunteers to carry out cleaning, ensuring all safety precautions are met
B5	External	Rainwater disposal	Out-board gutters fixed to rafters/facias, and downpipes	Maintenance - Rub down and repaint inside and out, ensuring all joints are sealed	Health and Safety Legislation						E/C					
B6	External	Rainwater disposal	Gullies	Maintenance - Clear out gullies, ensuring free from debris/ leaves etc, inspect for cracks	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to carry out cleaning
B7	External	Rainwater disposal	Drainage	Maintenance inspection, cleaning / jetting out to ensure all flowing away from building freely	Health and Safety Legislation					E/C					E/C	Wardens/ volunteers to inspect and clear out gullies ensuring water flows away freely
C1	External	Masonry walling	Parapets and copings	Inspect for stability, ensuring joints are full. Remedial works to be specified if required	Health and Safety Legislation					A *					A *	Architect to assist with or approve specification
C2	External	Masonry walling	Spires, chimneys & bellcotes	Inspect for stability, ensuring joints are full. Remedial works to be specified if required	Health and Safety Legislation					E/C					E/C	Steeplejack to inspect.
C3	External	Masonry walling	Mortar pointing generally	Inspection of joints for loose mortar/ open joints	Health and Safety Legislation					A *					A *	
C4	External	Masonry walling	Mortar pointing generally	Maintenance of mortar joints - rake out and re-point open joints with lime:sand mortar, as identified by Architect	Health and Safety Legislation, Planning/ LBC					E/C					E/C	Architect to assist with or approve specification
C5	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Inspect for newly developed, or developing cracks, particularly to the underside of rolls, with binoculars from ground. Raise any concerns with Architect	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Staff/ volunteers to inspect using binoculars

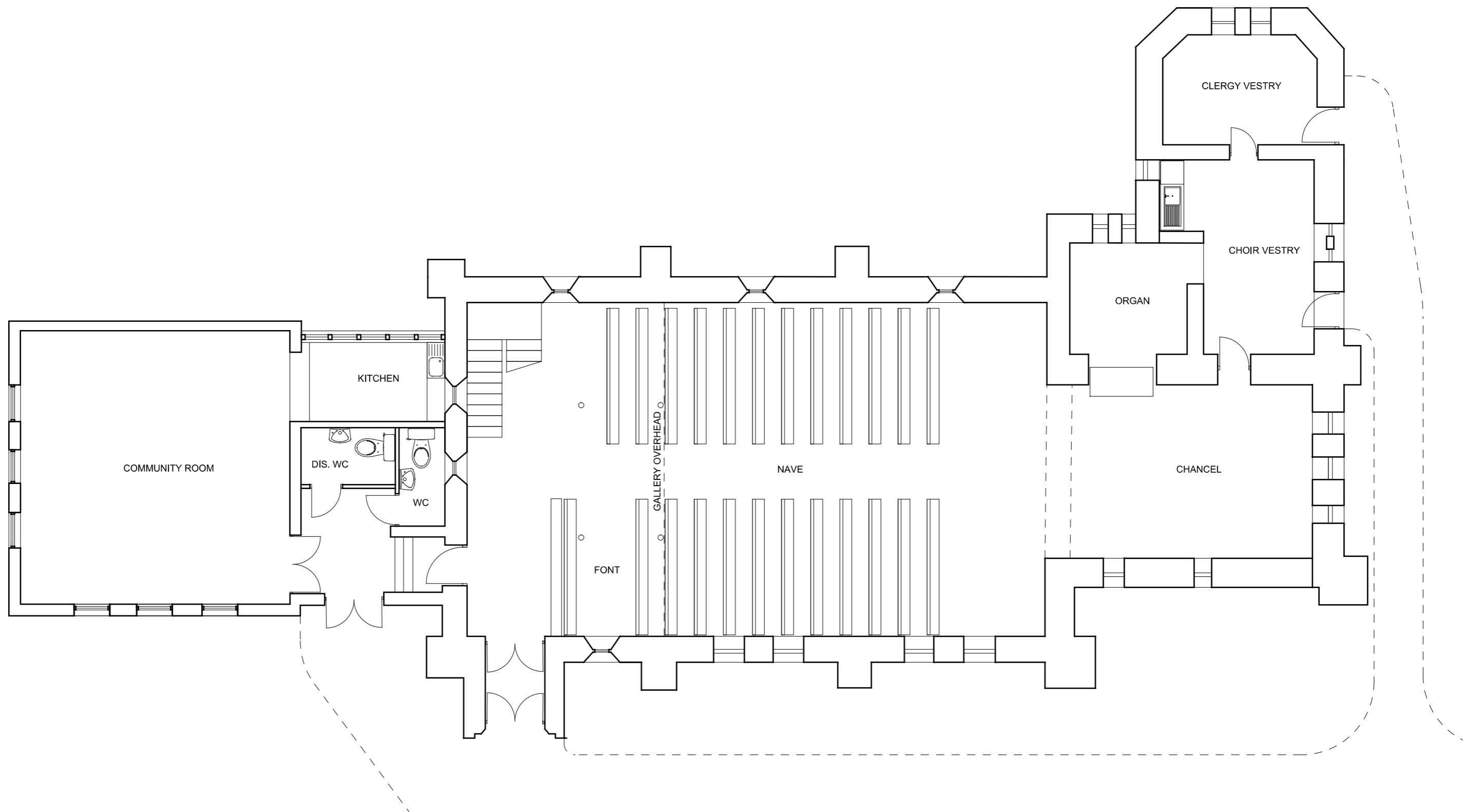
C6	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Inspect for newly developed, or developing cracks, particularly to the underside of rolls check for stability/ detaching of stonework. Check for open joints	Health and Safety Legislation											A *					A *		
C7	External	Masonry walling	Stone mouldings, window reveals, stringcourses and hoodmoulds	Allow for removal of any detaching stonework - indent with new carved sections, as identified by architect. Point up any open joints in lime:sand mortar	Health and Safety Legislation, Planning/ LBC											E/C					E/C	Architect to assist with or approve specification	
C8	External	Masonry walling	Masonry in general	Inspect for stone erosion and new or developing movement cracks in masonry	Health and Safety Legislation											A *					A *	SE to be called upon if deemed necessary by Architect	
C9	External	Masonry walling	Ventilation grilles	Clear of rubbish/ debris	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to clear	
D1	External	Woodwork	Timber window frames, facias, bargeboards, doors	Inspect woodwork for deterioration/ rot	Health and Safety Legislation											A					A		
D2	External	Woodwork	Timber window frames, facias, bargeboards, door frames and doors	Carry out any timber repairs. Rub down and repaint all woodwork in external grade exterior paint	Health and Safety Legislation, Planning/ LBC											E/C					E/C		
E1	External	Hardstanding	Base of wall	Maintenance inspection of perimeter of masonry walling, removing any vegetation growth	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to clear	
E2	External	Hardstanding	Access	Maintenance and management of access routes to ensure all users including wheelchair and less able bodied users can safely enter the building	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain	
E3	External	Boundary walls	Masonry stability and mortar pointing generally	Inspection of joints for loose mortar/ open joints	Health and Safety Legislation											A *					A *		
E4	External	Boundary walls	Masonry stability and mortar pointing generally	Maintenance of stonework and mortar joints - repair stonework, rake out and repoint open joints with lime:sand mortar, as identified by Architect	Health and Safety Legislation, Planning/ LBC											E/C					E/C	Architect to assist with or approve specification	
E5	External	Railings and gates	Metal work maintenance	Rub down and repaint all metalwork with appropriate anti-rust metal paint	Health and Safety Legislation											I/H					I/H	Work could be carried out either by Church Wardens or external contractor	
E6	External	Graveyard	Headstones and tombs	Inspect for stability and safety	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	If any are deemed unstable or unsafe, employ contractor to lay down headstones or secure tombs	
F1	External	Services/ protection	Lightning protection	To be serviced by lightning inspector	Health and Safety Legislation											E/C					E/C		
F2	External	Services/ protection	External lighting	To be checked for servicability and function, bulbs replaced as necessary	Health and Safety Legislation	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	I/H **	Wardens/ volunteers to carry out cleaning, ensuring all safety precautions are met
G1	Internal	Roofs	Roof voids	Inspect for leaks and damp	Health and Safety Legislation											A					A		
G2	Internal	Roofs	Roof voids	Inspect timbers/ wall plates for signs of decay/ rot	Health and Safety Legislation											A					A	Architect to call upon SE or TF should any signs of deterioration/ movement be found	
G3	Internal	Roofs	Roof structure	Inspect timbers for signs of decay/ rot	Health and Safety Legislation											A *					A *	Architect to call upon SE or TF should any signs of deterioration/ movement be found	
G4	Internal	Roofs	Roof structure/ trusses	Inspect timbers and cast iron elements for signs of decay/ rot and displacement	Health and Safety Legislation											A *					A *	Architect to call upon SE or TF should any signs of deterioration/ movement be found	
H1	Internal	Walls	Eaves level	Inspect for areas damp that may indicate failed gutters	Health and Safety Legislation											A *					A *		
H2	Internal	Walls	Low level	Inspect for areas damp that may indicate damp from external sources (high pavement level/ blocked gullies)	Health and Safety Legislation											A					A		
H3	Internal	Walls	Below floor void	Inspect for areas damp that may indicate damp from external sources (high pavement level/ blocked gullies)	Health and Safety Legislation											A					A		

H4	Internal	Walls	Below floor void	Maintain clear ventilation through air bricks/ vents	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
I1	Internal	Surfaces	Painted walls	Repaint	Health and Safety Legislation					E/C					E/C	Architect to assist with or approve specification
I2	Internal	Surfaces	Ceilings	Repaint	Health and Safety Legislation										E/C	Architect to assist with or approve specification
I3	Internal	Surfaces	Cast iron work	Repaint	Health and Safety Legislation										E/C	Architect to assist with or approve specification
I4	Internal	Surfaces	Steelwork, bellframes etc	Defrass and repaint in anti-corrosive paint system	Health and Safety Legislation	E/C										Architect to assist with or approve specification
J1	Internal	Windows	Glazing	Check for broken panes of glass and any damage to leadwork in stained glass	Health and Safety Legislation	I/H	I/H	I/H	I/H	A	I/H	I/H	I/H	I/H	A	Wardens/ volunteers to check & report to Architect
J2	Internal	Windows	Glazing	Carefully clean windows using PHneutral water and a soft cloth	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
J3	Internal	Windows	Glazing	Listen for rattling of panes indicating	Health and Safety Legislation	I/H	I/H	I/H	I/H	A	I/H	I/H	I/H	I/H	A	Wardens/ volunteers to review
K1	Internal	Timber	Windows & doors	Inspect woodwork for deterioration/ rot	Health and Safety Legislation					A					A	
K2	Internal	Timber	Windows & doors	Maintenance inspection of all ironmongery to ensure working effectively, and all openable windows can be easily opening for ventilation	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
K3	Internal	Timber	Panelling, doors & skirtings	Maintenance wax treatment/repainting	Health and Safety Legislation					E/C					E/C	
K4	Internal	Timber	Timber structures generally	Inspect all timberwork embedded into masonry for signs of deterioration/ rot, particularly checking joists, under floors and in cupboards where close environments could lead to ideal conditions for rot	Health and Safety Legislation					A					A	
L1	Internal	Services/ protection	Fire alarm system, fire extinguishers and other fire safety equipment	To be serviced by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	
L2	Internal	Services/ protection	Fire alarm system	To be checked regularly (fire alarm test/ drill)	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain - test weekly, or as recommended
L3	Internal	Services/ protection	Electrics generally, including power, lighting and audio installations, PAT	Inspection by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	No legal timeframe - frequently enough to ensure there is no chance of the installation being unsafe. PAT testing recommended every year.
L4	Internal	Services/ protection	Lighting/ audio installations	Maintenance to ensure all in working order	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
L5	Internal	Services/ protection	Security alarm system	To be serviced by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	At the discretion of the PCC - frequently enough to ensure in good working order
L6	Internal	Services/ protection	Heating system	To be serviced by engineer	Health and Safety Legislation	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	E/C	
L7	Internal	Services/ protection	Hot and cold water supply	Inspected by engineer	Health and Safety Legislation					E/C					E/C	
L8	Internal	Equipment	Organ	To be serviced by engineer	Health and Safety Legislation		E/C		E/C		E/C		E/C		E/C	
M1	Internal	Accessibility	Entrances	Maintain all entrances that enable ease of entry	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain
M2	Internal	Accessibility	Sanitary provisions	Maintain all sanitary facilities that enables ease of use to all visitors	Health and Safety Legislation	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	I/H	Wardens/ volunteers to maintain



# | Appendix B | Floor Plan





Do not scale from drawing.  
Dimensions are to be checked onsite.

Revision	Date	Note
-	-	-

initial

- **PROJECT** St Thomas, Collierley  
**TITLE** EXISTING PLAN  
**STATUS** Preliminary

DRAWING NUMBER JOB(038)01/01 REVISION - SCALE 1:100

DRAWN BY CLG CHECKED BY - DATE 15.06.16

