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Diocese of Durham

Quinquennial Inspection Report November 2022

Christ the King

Bede Terrace

Bowburn

DH6 5DS

Inspection of Churches Measure 1955

(as amended 1999)

Architects Report

inspected 9th November 2022

Archdeaconry of Auckland

Deanery of Auckland

Incumbent: Fr John Livesley

Cassop-cum-Quarrington Benefice

Inspection Architect

L Pratt BA (Hons) MArch, RIBA Advanced Dip PPA

This report has been prepared on the basis of a the 'Modern Diocesan Scheme' recommendations for inspecting Parish Churches as published in 1995 by the Council for the Care of Churches 'CCC' in conjunction with the Ecclesiastical Architects and Surveyors Association 'EASA'.

Inspection of Churches measure 1955 (as amended 1999).

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Recommendations

Where work is recommended a code number is entered in the right hand side page margin to indicate the priority as follows:

- 1 Urgent works requiring immediate attention.
- 2 Work recommended to be carried out during the next 12 months.
- 3 Work recommended to be carried out during the Quinquennial period.
- 4 Work needing consideration beyond the Quinquennial period.
- 5 Work required improving energy efficiency of the structures and services.
- 6 Work required improving disabled access.

1.0 Background and General

1.1 The Church of Christ the King is a modern building on the corner of Bede Terrace and Prince Charles Avenue, just off the A177 in Bowburn, a former mining Village. The Church building is on a corner site with roads to two sides and housing to the others.

1.2 Bowburn is approximately 4 miles from Durham City. The Church serves Bowburn, Cassop and Quarrington Hill.

General Description of Church

1.3 The Church of Christ the King was built in 2008 and replaces the now demolished, c.1965 'Pineapple' Church; locally named because of its geodesic dome. This dome was supposed to represent Christs Crown of Thorns.

1.4 The former Church was designed by Harold Wharfe of Newcastle University but most of the construction was executed by local parishioners or volunteers, and many materials and equipment were donated or loaned by local business. As a consequence, it took nearly 15 years to be completed and the quality of construction was compromised. It only lasted circa 40 years.

1.5 The Church that stands today is a much more simple addition but had similar budget and construction constraints. This could account for some of the defects in the early years.

1.6 There is no Churchyard.

1.7 The Church is not a listed building.

1.8 The Church is not in a Conservation Area.

1.9 There are no tree preservation orders connected to the Church/site.

2.0 Scope of Report

2.1 This report is based on findings from a visual inspection made on 9th November 2022. Viewing was from ground level and roofs were viewed with binoculars.

2.2 The weather was generally sunny and dry.

2.3 There are roof voids accessed via high level hatches in some

walls, but these were not inspected on this visit. No ladders were available, so close inspection of the roof voids was not possible. It is assumed some of this space maybe used as storage.

- 2.4 The presence of external air bricks suggests suspended floors but there is no access to floor voids.
- 2.5 No manholes were lifted. No testing of the drainage installation was undertaken.
- 2.6 The Church should ensure the building and its contents are adequately insured. Evidence of this should be provided.
- 2.7 The Church was built after the use of asbestos containing materials was banned. Any concerns with regards to asbestos should be reported to the Architect.
- 2.8 See Appendix 'c' of this report for a full description of the limitations of the inspection.

3.0 Works Carried out Since Previous Report

3.1 Unfortunately, there was not a completed Church log for works carried out in the last quinquennium. The following were reported verbally by Fr Livesley.

- New safe in clergy Vestry following burglary.
- Installation of new upvc windows throughout.
- Installation of external security lights to entrance doors and carpark.
- Some lightbulbs replaced with LEDs.
- Garden works and opening of the 'Memorial' Garden.

3.2 There was no apparent lightning conductor. Consideration could be given to installing one; the Church should contact their insurers to ascertain whether one is required and/or would be beneficial. 3

4.0 General Condition of Church

4.1 The previous quinquennial inspections have reported on the significant defects following the Churches construction.

These are documented as being related to partially inadequate roof truss members, and differential ground settlement and/or shallow foundations. It is also documented that the removal of trees on ground to the south and west could have accounted for some of the movement.

The movement was monitored and assessed at the time, and a Structural Engineer did not instruct any remedial construction works, other than some stiffening work to the roof structure and some remedial wall ties (2012).

In this inspection, the cracking in the brickwork from the movement is still evident, but this has been pointed-up and appears in good order. The Church should continue to monitor this, and any concerns reported to the Architect. 3

Generally, the Church is in good condition and provided a warm and welcoming space.

External Inspection

5.0 Roof Coverings

- 5.1 Dual pitched roof, circa 45° with a significantly high ridge for a single storey, flat ceiling building.
- 5.2 Large expanse of 'Eternit' type slate in good condition.
- 5.3 2no. dual pitched porches to west/front elevation which valley into main roof. Eaves heights are coincidental. Lead valleys and tiled ridges all in good visual order.
- 5.4 It is reported that the verges were fitted with the now evident, linear verge flashings to rectify issues relating to the original verge pointing being poor. Again, these are in good visual order.
- 5.5 Fascias are decorated timber. The paint is beginning to flake; sand down and redecorate with exterior paint to match existing, to prevent timber decay. 2

6.0 Exterior Doors

- 6.1 The entrances are on the west elevation and comprise 2no. porches; one directly accessing the Nave, one directly accessing the breakout area. The doors to each of these porches comprise two four panel timber, double doorsets with brass effect hardware. There is a timber panel in the apex of the aperture, with a decorative wooden crucifix. The doors and frames are mahogany stained, and this is wearing thin. Sand down and redecorate with exterior stain to match existing. 2
- 6.2 The threshold concrete on both doorways is beginning to break-up. This should be locally repaired or raked out and replaced to prevent water ingress or a trip hazard. For the 3

latter, it is recommended that the recast concrete thresh be dowelled to the concrete of the ramp in an attempt to mitigate a potentially recurring issue.

6.3 The previous quinquennial report reported that there had been some shrinkage/movement in the stone door surrounds. It appears that those cracks have been pointed-up with no apparent subsequent movement. Some of the stone surfaces are very 'crazed' and this should be monitored. 3

6.4 The east/rear elevation door provides access to the Memorial Garden and is a 'push-panic' fire escape route. The door is a simple timber flush door that is mahogany stained. The timber frame and timber apex panel are painted white. All woodwork needs redecoration and should be sanded down and painted with exterior stain/paint to match existing. 2

7.0 Exterior Windows

7.1 Fr Livesley reported that new upvc windows had been installed in the last quinquennium. These are double glazed with mahogany timber effect frames.

7.2 It is observed that the new windows do not include an external cill which extends beyond the line of the stone surrounds. Overtime, the standing water on the stone surround will erode the stone at an increased rate. Also, the standing water may track under the window cill frame and into the building. 2

Evidence of both above points could be seen in the fact that the mastic seal between the cill frame and the stone surround is already breaking down.

In the first instance the mastic seals should be renewed and regularly monitored to ensure they are in good order. As a long-term solution, it should be investigated with the window supplier/manufacturer as to whether the windows can be retrofitted with wider window cills.

7.3 Any reported shrinkage/movement in the stone surrounds appears to have been pointed-up with no apparent subsequent movement. As with the door stone surrounds, some of the stones surfaces are very 'crazed' and should be monitored. 3

8.0 Rainwater Goods

8.1 Rainwater goods are black plastic, half round gutters with

black plastic circular downpipes. Downpipes discharge to gullies.

- 8.2 Gutters and downpipes should be inspected and cleaned annually. Some of the gulley grates are congested with grass/leaves/rubbish and should be cleaned. 2

9.0 External Walls

- 9.1 It is documented that the brickwork suffered from significant cracking following the Churches completion due to differential settlement and related to adjacent tree removal (on the south and west façades). 3

The majority of this movement was evident on the south, south/east and south/west façades. Detailed information on the cracking can be found on a June 2011 Beaumont:Brown Architects drawing and this formed part of the last quinquennial.

It appears that the documented cracking has been pointed-up and it would seem no further cracking has occurred. As per the previous report, this situation should just be continuously monitored.

- 9.2 North Elevation: Side gable end. No windows, but there is a miscellaneous collection of services on the wall. Replace 3no. mechanical vent grilles as these are damaged. Repair/replace electric meter door as this has a hole in it. The elevation should be cleaned/tidied generally.
- 9.3 East Elevation: Rear/garden elevation 3no. windows, 1no. door. Pointing to diagonal cracking at south end evident. Screws in brickwork below dpc evident which is assumed to be from former movement marks.
- 9.4 South Elevation: Side gable end. Large feature window with apex glazing. Pointing to cracking evident; mostly below window cill level and to the eastern side.

The vertical movement joints in this elevation should be re-sealed, particularly the east end one. It is documented that there was movement in the east end joint, but a Structural Engineer assessed this and no further action was required. The gap is significant and probably too wide for silicone to stay successfully in position. Rake out silicone and fill with expanding foam, face with new brown silicone. As with all other documented movement, this should be monitored for

further movement.

- 9.5 West Elevation: Front elevation 2no. entrance porches, 2no. windows. Pointing to cracking evident. Split air bricks owing to movement evident.

Internal Inspection

10.0 Roof Structure and Ceilings

- 10.1 It is documented that the roof truss members of the original construction were partially inadequate, and the south gable was inadequately secured/restrained. This was reported to be corrected in 2012. No inspection of the roof void was conducted for this quinquennial report.

- 10.2 Ceilings throughout are flat and plasterboard, painted; with surface mounted pendant lights or recessed spotlights.

- 10.3 There is a downstand pelmet to the Chancel area with a concealed curtain track.

- 10.4 The previous report suggests the divide screen between the Nave and breakout space is a recent addition and not original.

11.0 Internal Doors

- 11.1 Internal doors throughout appear to be oak veneer flush doors with satin stainless-steel hardware.

- 11.2 The divide screen between the Nave and breakout space was extended at the time of inspection and appeared in good order.

12.0 Ground Floor Structure

- 12.1 Engineered wood flooring throughout Nave and breakout space.

- 12.2 The wood flooring is generally showing signs of wear, particularly on the main trafficked routes. As and when funds permit, it is recommended that the floor be sanded down and revarnished to prevent irreparable damage. 3

- 12.3 Porches: There are loose laid barrier mats that are poorly fitted and could present as a trip hazard. New, custom fitted barrier mats are recommended. 1

- 12.4 Nave: Just outside of the porch there is evidence of the floor being screwed down into position. It is unreported as to whether this was consequence of the movement issues

known, or perhaps later moisture ingress from foot traffic.

- 12.5 Chancel/Alter rail: The step up has a timber edge strip. This should be regularly checked to ensure it is secure and doesn't present as a trip hazard. 3
- 12.6 Store: The carpet is poorly fitted and jointed; this presents as a trip hazard and should be replaced. 1
- 12.7 Clergy Vestry: Just outside of the door leading into the breakout area there is further evidence of the floor being screwed down into position.
- 12.8 Generally: Movement/settlement in the floor throughout the Church is evident from the dips/gaps under the skirting boards. It is assumed that this movement is historic, but it should be monitored. 3
- 13.0 Internal Finishes**
- 13.1 Walls throughout are plasterboard and painted. Generally, the decoration is looking tired, so as and when funds permit it is recommended that all shrinkage cracks are filled, and the walls/ceilings/woodwork is redecorated. 3
- 13.2 Accessible WC - half tiled, half painted walls.
- 13.3 WC - half tiled, half painted walls. The tiles of the south partition wall are coming away from the plasterboard, behind the radiator. This could be hazardous if they fall, they should be removed, the wall behind prepared, and new tiles fitted. 1
- 13.4 Kitchen - painted walls, tiled splashback to sink side, hygienic boarding to servery side. The mastic seal at the counter/tile junction has eroded away, particularly behind sink. Any remaining mastic should be removed, and new mastic installed. 2
- 13.5 Store – painted walls. The storing of tables etc has dented the plasterboard, particularly on the north wall. The holes should be filled, and the areas redecorated. 3
- 13.6 Nave/breakout space – throughout these large spaces there are obvious cracks in the plasterboard/paintwork. Most of which appear to be from general shrinkage or thermal differential movement.
- 13.7 Adjacent to the entrance doors into the breakout space there 3

is a multi-hook coat rail affixed to the wall. It would seem there was a second, but this has come down and left holes in the wall. Fill holes and redecorate.

- 13.8 There is a significant vertical crack in the Nave, below the cill of the south window. This was not mentioned in the previous report, therefore it can only be assumed as having occurred or worsened in the last quinquennium. The Church should monitor this closely and report any deterioration to the Architect. 1

14.0 Fitting, Fixtures and Furniture

- 14.1 The organ is a stand-alone piece, which is electric. It is situated in front of the Nave.
- 14.2 Chancel/Alter: Step up from Nave. Simple, modern, timber Alter rails with metal bars. Decorative timber Crucifix fixed to east wall. Lectern is a simple, moder, timber piece.
- 14.3 The Sanctuary candle located on the east wall, evidence of candle causing minor smoke/scorch marks to the adjacent plasterboard.
- 14.4 Font is to the rear; again, a simple, modern timber piece.
- 14.5 There are no pews; timber upholstered chairs allow for a flexible seating arrangement.
- 14.6 Various styles/ages of tables and bookshelves to the rear of the Nave for storage and display purposes.
- 14.7 Breakout space: There are a number of collapsible tables and stackable chairs. Cupboards and shelving for storage and display purposes of children's play equipment.
- 14.8 Wcs - at the time of inspection the children's highchair was located in the assessable wc. For hygiene and obstruction purposes, it should be removed and relocated elsewhere. 1
- The chrome fittings to both basins are corroded; particularly the wastes and should be replaced. 2
- 14.9 Kitchen – The kitchen unit doors appear to be oak veneer flush doors with satin stainless steel pull handles. These are generally in good order, but the boiler cupboard door is ill-fitting and should be readjusted. 2

14.10 Store – There is an obvious musty smell in the room which might be owing to poor ventilation. It is recommended when funds permit, that vent grills be fitted to the door, or an external vent be fitted in the north wall. 3

15.0 Vestry

15.1 Accessed from both the Nave and the breakout area. The Vestry has 'office' type furniture/storage, a window, and a radiator. A new safe is affixed to a ground bearing concrete plinth.

16.0 Heating Installation

16.1 The Church is heated via a gas fired Baxi Duo-Tec 28ErP combination boiler. This is wall hung and located in a unit in the kitchen. It is reported that the boiler was installed in 2017.

16.2 The system is domestic and supplies space heating and hot water, via copper pipework, to a number of wall mounted radiators throughout the Church and sinks to the 2no. wc's and the kitchen.

16.3 The Church was warm during the inspection and the parishioners in attendance reported no known issues with the system.

16.4 The boiler flue is horizontal and exits the Church on the north elevation. The exhaust is visible and clear of obstructions.

16.5 The gas meter is enclosed within a wall mounted box on the north elevation. The gas pipework runs along the external elevation and enters the Church in the boiler location. The pipework is covered by galvanised steel conduit. The meter box was not opened, and the meter was not read.

It is reported that this is not the original meter position. The original recessed meter box is still evident and adjacent to the electric meter box. It has been certified as redundant, with a screwed down white plastic panel, in place of the former door.

16.6 The gas/heating installations should be checked and maintained annually by a gas safe engineer. It is unevidenced as to when the last test occurred. 1

17.0 Electrical Installation

17.1 The Church has an underground supply which enters on the 1

north elevation to the kitchen. The consumer unit is wall mounted at high level, adjacent to the boiler. A sticker on the consumer unit suggests the last electrical test was 2019 but this is un evidenced. This should be confirmed. The next test on the full electrical installation should be carried out within five years of the test date.

Lighting

- 17.2 The Church is predominantly lit by ceiling pendant fittings of various styles.
- 17.3 The parishioners reported that the halogen lamps are being replaced with LEDs as and when the originals fail; this accounts for the variations in colour and luminosity.
- 17.4 The inspection was conducted in good daylight so the quality of the artificial light at night cannot be reported.
- 17.5 The Chancel is lit by ceiling recessed spot fittings. There are 8no. in total and 1no. lamp was out at the time of inspection. These lamps are controlled by a dimmer switch, but the dimmer only controlled 4no. of these. It is a possibility that the 3no. not being controlled are more recent LED lamps which are incompatible with the existing infrastructure. An Electrician should investigate/rectify this, and any future replacement lamps should be compatible. 1
- 17.6 The rear of the Nave is lit by 3no. ceiling recessed spot fittings, these are also controlled by a dimmer switch, 1no. lamp was out at the time of inspection.
- 17.7 There are operational emergency lights over the 2no. front entrance porches/doors and an illuminated emergency exit light over the rear door.
- 17.8 Externally the front entrance doors, the north side carpark and the rear garden are lit by wall mounted security floodlights; 5no. in total. Fr Livesley reported that these are a recent installation within the last quinquennium.
- 17.9 Mechanical Extract: There are mechanical extract fans, linked to the lighting system, for both wc's. These exhaust through the north wall. Both were audibly working at the time of inspection, but the internal grills were visually congested and should be cleaned. There is a mechanical extract fan, manually operated, in the kitchen above the hob. There is a fuse spur for this at counter level. The fan was not tested in 1

the inspection. Its internal grille was very congested and should be cleaned.

17.10 Power: There are a series of double 13amp sockets throughout the Church. Although these were not individually inspected, it is noted that some are fitted with child proof plug socket covers. Some of the plugged in appliances displayed stickers suggesting the next PAT test is due 15/12/23. This should be confirmed, and the next test carried out within one year of the previous test date. 1

17.11 A number of high level wall mounted speakers throughout the Nave and breakout space were identified and suggest an integrated sound system. This was not inspected. It is reported that this was installed in 2016.

17.12 A wall mounted projector screen is on the east wall of the breakout space and is motorised, with an adjacent control panel and surface mounted cabling in conduit. This was not inspected.

18.0 Fire Precautions

18.1 There are 2no. fire extinguishers hung on the rear/east wall adjacent to the rear emergency exit. These comprise 1no. 2kg Co₂ and 1 no. 6 litre AFF Foam. Both have usage signage clearly displayed on the wall above them and both were last tested in January 2022. The next test being due January 2023. 1

18.2 There is a fire blanket in the kitchen, fixed to the wall adjacent to the door.

18.3 Smoke/heat detectors should be checked monthly, and the fire system should be tested annually. 1

19.0 Disabled Provision

19.1 From the carpark, there is level access to the adopted footpath, which leads to ramped access to both front entrance doors. There is level access throughout the Church, other than the step at the 'sanctuary communion rail'. There is level access out of the rear door to the garden with a newly paved route around it.

19.2 1no. of the Churches wc's is a fully accessible wc.

20.0 Security

20.1 Security is an issue for the Church. Fr Livesley reported a

number of break-ins; the last being in January 2021.

20.2 There was no apparent security alarm system, but external security lights have been fitted in the last quinquennium. When funds permit, it is recommended that the Church install a security alarm system. 1

20.3 Since the last quinquennium a new safe has been installed in the clergy's Vestry; affixed to a ground bearing concrete plinth.

21.0 Bats

22.1 There is no report of bats. This should be monitored as bats are a protected species.

Curtilage

22.0 Churchyard and Environs

22.1 There is no Churchyard. The Church externals are generally tidy and in good order.

22.2 The carpark is to the north with direct access off the main highway, to the west Bede Terrace. This is an informal, slightly undulating parking area made up of road planings. The northern boundary is the fence line of the adjacent property. The eastern boundary is the new fence line of the Churches Memorial Garden. The southern boundary is the Churches gable end elevation. The foot of this elevation is quite untidy, with some litter and vegetation growing through the hard surfacing. The litter should be cleared, and the vegetation removed and/or treated with herbicide. 2

22.3 The west and south elevation of the Church front the main highway, with a footpath and grassed area between. The grass and the minimal planting are well kept. Low brick walls and concrete ramps lead from the footpath to the 2no. entrance porches. The concrete is cracking in areas and vegetation is growing through. The vegetation should be removed and/or treated with herbicide, and the cracks should be monitored. If they get any wider or start breaking up, they could present as a trip hazard. 2

22.4 The Church noticeboard is located in the grassed area of the southwest corner.

22.5 On the southern grass verge are the remnants of the 'Pineapple' Churches stand alone spire base. These hexagonal footings are overgrown with grass.

- 22.6 The rear/east of the Church is a large L-shaped garden. Since the last quinquennial the garden has been formally opened as a 'Memorial' Garden with new shrubs/plants and paving's. The garden is very pleasant and an asset to the Church.
- 22.7 In the southeast corner of the garden there is a tablet, 'friend why are you coming in'. It is reported that this is from the former 'Pineapple' Church and was recently relocated here from the front/west grass area.
- 22.8 The garden accommodates a large shipping container presumably used as storage. This was not opened or inspected.
- 22.9 The building to the eastern boundary is the former Vicarage.
- 22.10 The boundary fence which is in the sole control of the Church is all new. The boundary fence to the adjacent dwellings has been repaired/redecorated as part of the 2021 works and is generally tidy.
- 22.11 As observed in the last quinquennial report, the bins are situated adjacent to the Churches rear door. As previously advised a bin store/enclosure would be an improvement when funds permitted. 3
- 22.12 There are no trees.

23.0 Log Book

- 23.1 Unfortunately there was not a completed Church log for works carried out in the quinquennium at the time of the inspection. It was later confirmed by Fr Livesley that a log was one of the many records stolen during a burglary in January 2021.

It is recommended that the Church wardens compile a backdated log for all significant events as far as reasonably practicable, and that a log should be kept going forward into the next quinquennium.

24.0 Previous Quinquennial Reports

- 24.1 The following previous reports are on file:
- Beaumont Brown Architects – David S Beaumont, date unknown
 - Beaumont Brown Architects – David S Beaumont July 2018

Recommendations

	Urgent Works Requiring Immediate Attention: Category 1	Item
i)	Replace entrance mats	12.3
ii)	Replace carpet in store.	12.6
iii)	Investigate boiler test date.	16.6
iv)	Investigate electrical test date.	17.1
v)	Investigate spotlights on dimmer switch.	17.5
vi)	Clean mechanical extract fan grilles.	17.9
vii)	Investigate PAT test date.	17.9
viii)	Investigate fire safety test date.	18.1/18.3
ix)	Remove highchair from accessible wc.	14.8
x)	Refill movement joints on south elevation.	9.4
xi)	Re-tile in wc.	13.3
xii)	Monitor significant crack under south window.	13.8

Indicative cost for the works in Category 1 would be £ 1,500 excluding VAT and fees.

	Work Recommended to be Carried Out During Next 12 Months: Category 2	Item
xiii)	Sand down and redecorate external fascias.	5.5
xiv)	Sand down and redecorate external doors/frames.	6.1/6.4
xv)	Investigate retrofitting window cills.	7.2
xvi)	Gutters/downpipes/gullies inspected and cleaned.	8.2
xvii)	Clear north elevation of litter and weeds. Repairs to vent grilles and electric meter cupboard.	22.2/9.2
xviii)	Clear entrance ramps of weeds and monitor cracks.	22.3

xix)	New mastic seal to kitchen counter.	13.4
xx)	Replace chrome fittings in wcs.	14.8
xxi)	Adjust boiler cupboard door.	14.9

Indicative cost for the works in Category 2 would be £ 3,500 excluding VAT and fees.

Work Recommended to be Carried Out During Next 5 Years: Category 3		Item
xxii)	Installation of a lightning conductor.	3.6
xxiii)	Monitoring of any external cracking/movement.	4.1/6.3/7.3/9.1/9.4
xxiv)	Repair/replacement of front door concrete thresh strips.	6.2
xxv)	Sand down and revarnish wood floors.	12.2
xxvi)	Monitor timber edge strip to Chanel/Alter rail step.	12.5
xxvii)	Monitor floor settlement/movement.	12.8
xxviii)	Installation of a security alarm system.	20.2
xxix)	Bin store in garden.	22.11
xxx)	Fill shrinkage crack and redecorate.	13.1
xxxi)	Fill holes and redecorate in store.	13.5
xxxii)	Fill coat rail holes and redecorate in breakout area.	13.7
xxxiii)	Ventilation to store.	14.10

Indicative cost for the works in Category 3 would be £ 5,000 excluding VAT and fees.

Work Recommended to be Carried Out During Next 5 Years: Category 4		Item
None		

Indicative cost for the works in Category 4 would be £ 7,500 excluding VAT and fees.

Work to be Considered Beyond 5 Years: Category 4		Item
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None

Indicative cost for the works in Category 5 would be £ 10,000 - £ 12,000 excluding VAT and fees.

Works Recommended Improving Energy Efficiency: Category 5 **Item**

None

Work Recommended Improving Access: Category 6 **Item**

None

Note

Church Wardens should be aware of their responsibility under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 which included guidance to routine maintenance and inspection of Church property. "A Guide to Church Inspection and Repair," published by the Council for the Care of Churches can be obtained from SPCK bookshops.

Appendix

a) General

This report is not a specification for the execution of works and must not be used as such. It is a general report as required by the Inspection of Churches Measure 1955.

The Architect has indicated in it such maintenance items, if any, which may safely be carried out without professional supervision.

Conservation and repair of Churches is a highly specialised subject if work is to be carried out both aesthetically and technically in the best manner, without being wasteful in expenditure. It is, therefore, essential that every care is taken to ensure that no harm is done to the fabric or fittings and when the Parochial Church Council is ready to proceed it should instruct the Architect accordingly, when he will prepare specifications and schedules and arrange for the work to be carried out by an approved Contractor under his direction.

Costs on much of the work or repairing Churches cannot be accurately estimated because the full extent of damage is only revealed as work proceeds, but when the Architect has been instructed to prepare specifications, he can obtain either firm prices or considered approximate estimates, whichever may be appropriate.

The Architect will be glad to help the Parochial Church Council to complete an appeal application to a charitable body if necessary, or to assist in applying for the essential Faculty or Archdeacon's Certification.

b) Priorities

Where work has been specified as being necessary in the preceding pages a code number from 1 to 6, has been inserted in the margin indicating the degree of urgency of the relevant works as follows:

- 1 Urgent works requiring immediate attention.
- 2 Work recommended to be carried out during the next 11 months
- 3 Works recommended to be carried out during the Quinquennial period.
- 4 Work needed consideration beyond the Quinquennial period.
- 5 Work required to improve energy efficiency of the structure and services.
- 6 Work required improving disabled access.

c) Scope of Report

The report is based on the findings of an inspection made from the ground and from other easily accessible points, or from ladders provided by the Parochial Church Council, to comply with the Diocesan Scheme under the Inspection of Churches Measure 1955.

It is emphasised that the inspection has been purely visual and that no enclosed spaces or inaccessible parts, such as boarded floors, roof spaces, or hidden timbers

at wall heads have been opened up for inspection. Any part which may require further investigation is referred to in the appropriate section of this report.

d) Cleaning of Gutters etc

The Parochial Church Council is strongly advised to enter into an annual contract with a local builder for cleaning out the gutters and downpipes twice a year.

e) Pointing and Masonry

Wherever pointing is recommended it is absolutely that the procedure in item (a) of this appendix be adhered to as without proper supervision much harm can be done to the fabric by incorrect use of materials and techniques.

f) Heating Installation

Subject to any comments to the contrary in Section 16.0 of this report, the remarks in this report are based only upon a superficial examination of the general condition of the heating installation, particularly in relation to fire hazards and sightlines.

NB: A proper examination and test should be made of the heating apparatus by a qualified engineer each summer, prior to the start of the heating season and the report of such examination should be kept in the Church log book.

The Parochial Church Council is strongly advised to consider arranging a regular inspection contact.

Wherever practicable, subject to finances, it is recommended that the installation be run at a low setting throughout the week, as distinct from being 'on' during services only, as constant warmth has a beneficial effect on the fabric, fittings and decoration.

g) Electrical Installation

Any electrical installation should be tested every quinquennium and immediately if not done within the last five years (except as may be otherwise recommended in this report) by a competent electrical engineer or by the supply authority and an insulation resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church log book. Where no recent report or certificate of inspection from a competent electrical engineer (one who in on the role of approved contractors issued by the National Inspection Council for Electrical Installation Contracting) is available, the comments in this report are based upon a visual inspection made without instruments of the main switchboard and of sections of wiring selected at random. Electrical installation for lighting and heating, and other electrical circuits, should be installed and maintained in accordance with the current editions of the Institution of Electrical Engineers Rules and the more specific recommendations of the Council for the Care of Churches, contained in the publication "The Lighting of Churches".

h) Lightning Conductors

As a defective conductor may attract lightning, the lightning conductor should be tested every quinquennium in accordance with the British Standard Code of Practice (current edition) by a competent electrical engineer and the record of the test results, conditions and recommendations should be kept with the Church log book.

Conductors on lofty spires and other not readily accessible positions should be closely examined every ten years, particularly the contact between the tape and the vane rod of finial. If the conductor tape is without a test clamp, one should be provided above ground level.

i) Maintenance Between Inspections

Although the measure requires the Church to be inspected by an Architect every five years it should be realised that serious trouble may develop between survey if minor defects such as displaced slates and leaking pipes are left unattended.

j) Fire Insurance

The Parochial Church Council is advised that the fire insurance cover should be periodically reviewed to keep pace with the rising cost of repairs.

At least two Class A fire extinguishers per floor, these should comply with BSEN3 and should be kept in an easily accessible position in the Church, together with an additional extinguisher of the foam or CO₂ (Class B) type where heating apparatus is oil fired, all fire extinguishers should be in a stand or attached to a wall.