

## 2024 QUINQUENNIAL INSPECTION REPORT

### **CHURCH OF ST. CLARE, NEWTON AYCLIFFE** (Ref: 2407)

Diocese of Durham  
Archdeaconry of Auckland  
Deanery of Auckland



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**Date of Report: 28<sup>th</sup> February 2024**

**Date of Inspection and weather conditions:**

14<sup>th</sup> February 2024: Overcast and light rain.

(Date of previous Report: February 2019 by David Beaumont.)

**1. Executive Summary of General Condition**

The church and associated buildings are in good condition except for the kitchen area which has rising damp on an internal wall and floor, a leaking roof on the stores and WC adjacent the Parish Hall, many cracked cast iron rainwater pipes and several rotting timber window frames.

**2. Previous Report.****2.1 Work completed since previous report**

1. Gas safety inspection
2. Lightning conductor inspection
3. Replacement wheelchair ramp.
4. Cherry tree removed
5. Drainage cleared.
6. Roof re-covered.
7. Wall and step repaired.
8. Vestry ceiling painted.
9. Flat roof renewed.
10. Electrical inspection.
11. Asbestos survey.
12. Asbestos management plan.
13. Glass door panel replaced.
14. Health & Safety Policy prepared.
15. Fire Risk Assessment prepared.
16. Replacement ladders to tower.

**2.2 Work outstanding from the previous report:**

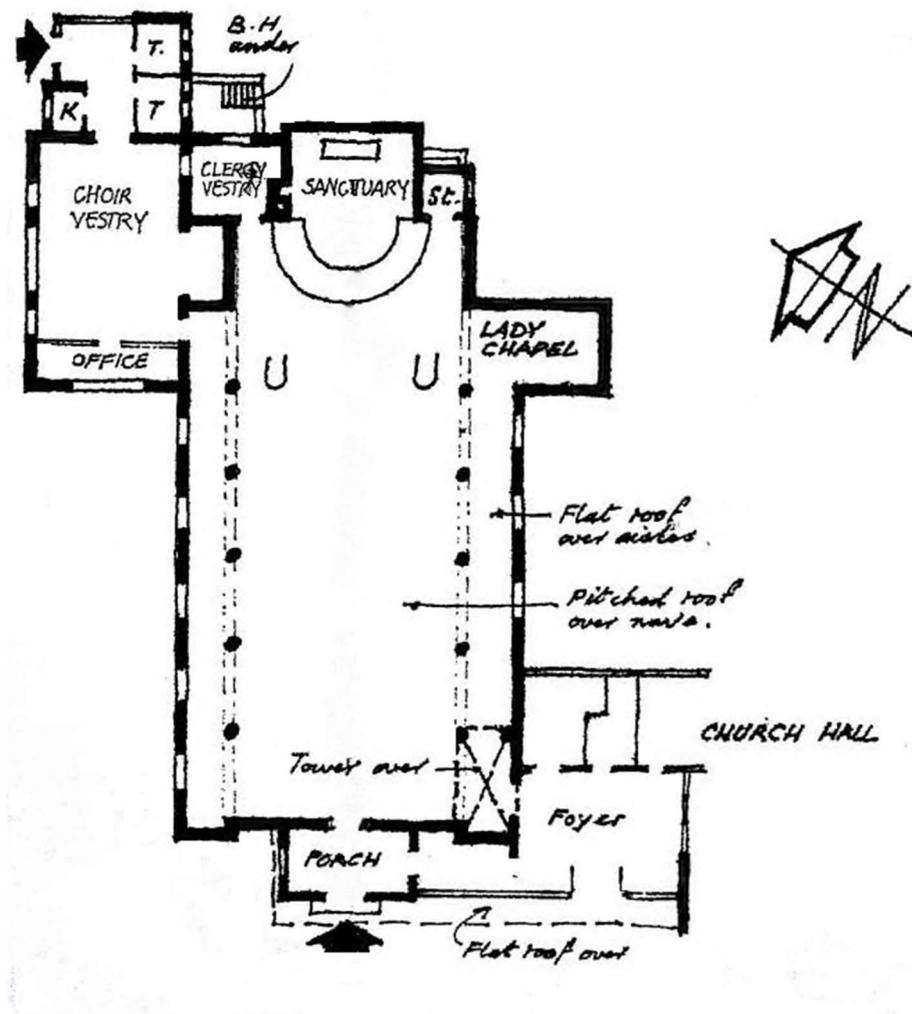
1. Annual boiler service.
2. Repair and redecorate rainwater goods.
3. Redecorate roof soffits & fascia.
4. Clean out gutters.

**2.3 Log Book was available for inspection**

### 3. Brief Description of the building

St. Clare's is a relatively new church (1955) to the design of Cordingley and McIntyre, with a tower and vestibule added (1966). The Parish Hall dates from 1966 with a kitchen and WC added (c.1980s), a second hall (c.1994) and entrance foyer (c.1998).

### 4. Plan of the church



### 5. Statutory Listing

The church is unlisted and is not within a Conservation Area.

### 6. Maintenance Responsibility

The County Council undertakes maintenance of the memorial garden and grassed areas. There are no burials.

## 7. Specific Limitations of the Report

*For General Limitations see also Appendix 1; Explanatory Notes*

The inspections were visual and non-destructive. Those parts of the structure which were not exposed or inaccessible have not been inspected and it is not possible to report that any such part of the building is free from defect.

Access was gained at the gutter level, south aisle and tower roofs otherwise inspections were made from ground level.

The following parts were inaccessible and excluded from the inspection:

1. Tower roof
2. Voids above Hall ceilings
3. Voids between ceiling joists.

Drainage, water and electricity have not been tested.

This report has been prepared for the purpose of the Care of Churches Measure 2020. This covers the church and associated areas only. For the benefit of the PCC the Inspector has included the halls and other buildings, at an outline level only, relating to mainly external fabric. Contents may be disclosed to other professional advisors but it is **not** intended as a specification for repair works, and no responsibility is accepted for a third party. When the PCC is ready to proceed with any of the recommended repairs the Inspecting Architect should be asked to prepare a Schedule of Work and a Specification on which DAC consent, and quotations from suitably qualified contractors can be sought.

Where information has been supplied to the Inspector this is assumed to be correct.

## 8. Carbon reduction targets

The General Synod has committed to a carbon reduction target of Net Zero by 2030 and has issued the 'Practical Path to Net Zero Carbon' (PPNZC) to show how this might be achieved. They have created an 'Energy Footprint Tool' which can be used to establish the church's carbon footprint as part of the Online Parish Returns System. By inputting your most recent energy bills you will be able to calculate the amount of carbon produced, and receive helpful tips to reduce carbon omissions.

**9-13. Schedule of Repairs with priority and budget cost.**

The following categories denote urgency of work:

A - Urgent, requiring immediate attention

B - Requires attention within 12 months

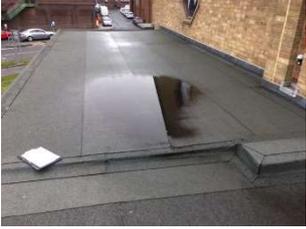
C - Requires attention within 2 years

D - Requires attention within 5 years

E – Desirable improvement with no timescale

M – Routine maintenance which can be carried out without professional advice or a Faculty.

*Please note that the estimates given below are approximate and based upon prices at the time of the Report but exclude the cost of scaffolding. Some items may be dependent upon further investigation, on who carries out the work, on how much is commissioned at one time, and whether any is done voluntarily. The PCC is advised to have full specifications prepared by the quinquennial architect and to obtain firm quotations from reputable tradesmen familiar with church conservation work.*

Reference	Condition	Action	Priority	Cost£	Photograph
<b>9. EXTERNAL ELEMENTS</b>					
<b>9.1 Roofs</b>					
1.	30° pitched concrete tile roofs to church and Halls intact, re-covered over breathing sarking.				
2.	Kitchen roof in single ply membrane which has shrunk at edges and is algae covered.	Monitor over the quinquennial period.	D(M)	-	
3.	Store and WC roof adjacent Parish Hall is in poor condition with the bitumen cracked, sagged and temporarily patched.	Re-cover over insulation.	B	7000	
4.	Remaining roofs in mineralised felt and in good condition except for ponding where sagged over Library, and at back edge of rooflight over Lady Chapel.	Monitor over the quinquennial period.	D(M)	-	
		Felt overlay to seal joints behind rooflight upstand.	B	300	
5.	Soffits and fascia generally sound but peeling. Possible asbestos.	Consider cladding fascia in UPVC when the gutters are being overhauled.	B	2000	
					

Reference	Condition	Action	Priority	Cost£	Photograph
<b>9.2 Rainwater goods and disposal systems</b>					
1.	Deep half-round cast iron gutters generally in reasonable condition except for debris build-up and leaks at several joints.	Clean all gutters.	A(M)	100	
		Dismantle sections, clean and zinc prime joints, linseed putty and galvanised bolt where necessary.	B	1000	
2.	Plastic gutter on Hall 2 has deflected and is leaking causing a wet patch on wall below, Also insufficient fall/outlets.	Dismantle northwest end and re-set to extra short RWP into roof with increased fall.	A(M)	200	
3.	Cast iron rainwater pipes mainly 80mmØ, many cracked and leaking.	Prepare a schedule to specify like-for-like making good and UPVC replacement at remainder to match northeast of church.	A(M)	100	
					
4.	Cast iron gutters and RWP peeling and beginning to corrode, especially at joints.	Prepare and re-paint after zinc primer coats.	B	1000	

Reference	Condition	Action	Priority	Cost£	Photograph
5.	HDPE RWPs on tower appear in good condition.				

9.3 Chimneys

1.	Decorative projecting header bricks are eroded and frost damaged.	Monitor over the quinquennial period.	D(M)	-	
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9.4 Walling and pointing

1.	Yellow facing brickwork above DPC level generally in good condition where protected by overhanging eaves.	Carefully remove mortar and repoint.	D	600	
	Mortar eroded and cracked at church southwest window.	Carefully remove mortar and repoint.	D	200	
2.	Orange facing brickwork below DPC level is generally sound except for below raised path to west.	Cut out and replace worst affected area.	D	800	
3.	Timber boarding to Parish Hall southeast gable is loose and sections missing. Also barely covers roof upstand.	Replace boarding.	E	2500	

Reference	Condition	Action	Priority	Cost£	Photograph
<b>9.5 External doors</b>					
1.	Pair of entrance doors to church weathered, altered lock panel.	Prepare and re-finish.	B	400	
2.	Foyer doors and screen in double glazed aluminium. Reasonable condition except door is catching and wearing.	Adjust.	A(M)	100	
3.	Parish Hall has pairs of solid, and glazed aluminium, doors in good condition.				
4.	Foyer courtyard has pair of timber stained doors in good condition.	Prepare and re-finish externally.	C	200	
5.	Hall 2 has fire escape to courtyard with canopy; peeling paint. Doors to parking area in reasonable condition.	Prepare and re-finish externally and seal joints to brickwork.	B	300	
6.	Door to Boiler Room in poor condition.	Overhaul and re-paint or replace and paint.	B D	400 700	

Reference	Condition	Action	Priority	Cost£	Photograph
<b>9.6 Windows</b>					
1.	Stained timber windows to clerestory are weathered.	Prepare and re-finish externally. Ensure all lower beads are sealed.	B	600	
2.	Rotten timber windows to kitchen are beyond repair.	Replace with double glazed UPVC by end of quinquennial period.	D	1200	
3.	Other metal and timber windows have flaking paint.	Prepare and re-finish externally.	B	1200	 
4.	Glazed screen to Vestry lobby door in poor condition.	Prepare proposals to re-clad.	C	5000	
5.	Hardwood louvres in good condition except for weathering.	Clean and re-oil externally during quinquennial period.	D	300	

Reference	Condition	Action	Priority	Cost£	Photograph
<b>9.7 Below ground drainage</b>					
1.	Several gully tops are blocked with debris and leaves.	Clean tops and check inside gullies. Clean and flush with water where required.	A(M)	60	
2.	Waste pipe in courtyard is running to ground.	Adapt pipe, support, clean and alter flag as necessary to expose gully top.	A(M)	60	
3.	Assume that foul and surface water run to mains sewer. Lightweight MH cover to north in poor condition.	Consider replacing cover with one designed for vehicle use, and make good block paving.	E	400	

Reference	Condition	Action	Priority	Cost£	Photograph
<b>10. INTERNAL ELEMENTS</b>					
<b>10.1 Tower</b>					
1.	Standard aluminium ladders not secured.	Shorten ladders to suit and securely screw-fix at top or bottom to miss hatches.	A(M)	200	
2.	Louvres have corroding galvanised wire to prevent bird entry.	Commence replacement of the most corroded using stainless steel.	D	200	
<b>10.2 Bell and frame</b>					
1.	Single small bell hung from surface corroded steel channel.	Monitor over the quinquennial period.	D(M)	-	
<b>10.3 Roof and ceiling voids and ventilation</b>					
1.	Church has no accessible roof voids.				
2.	Voids above each hall and flat roofs are not ventilated.				
<b>10.4 Bats</b> None present					
<b>10.5 Roof structures and ceilings</b>					
1.	Exposed roof structure over church appears in good condition except where 12mm fibre board soffits in church rotted to southeast with remains of beehive behind broken paint, where previous leak. Also fibreboard soffits are sagging, leaving gaps and draughts.	Consider re-lining soffits over insulation.	E	1200	

Reference	Condition	Action	Priority	Cost£	Photograph
					
2.	Fibreboard Vestry ceiling has taped joints.	Consider re-lining soffits and insulating.	E	2000	
3.	Asbestos (?) ceiling panels above Parish Hall with access hatch and insulation.				
4.	Suspended ceiling in Hall 2 not present over kitchen, no insulation.				
5.	Water damaged plaster ceiling above Lady Chapel.	Rectify leak (see 9.1.4).	B	Incl.	

#### 10.6 Upper floors, balconies and access stairways – none present

#### 10.7 Ground floor and timber platforms

- All floors are solid construction
- Hardwood parquet in church is in good condition except where varnish worn at entrance and where loose adjacent north pier.
 

Re-fix loose sections and re-finish	E	2000
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Reference	Condition	Action	Priority	Cost£	Photograph
3.	Sanctuary has stepped concrete flags in good condition.				
4.	Vestry, lobbies and foyer carpet in fair condition.	Renew.	E	2000	
5.	Concrete floor behind foyer suffering from damp (see 10.9.2)	Investigate and rectify.	C	400	

#### 10.8 Partitions, screens and internal doors

1.	Most partitions in masonry except in Hall 2 where timber stud.				
2.	Internal doors mainly plain flush doors and in good condition except for Vestry where pivot has broken door head.	Repair.	A(M)	100	
3.	Doors into church have narrow sound lobbies.				

#### 10.9 Internal wall finishes

1.	Generally walls are in good condition except for cracked plaster below north clerestory and in Sanctuary where previous water damage.	Prepare and re-paint.	D	600	
		Prepare and re-paint.	D	600	

Reference	Condition	Action	Priority	Cost£	Photograph
					
2.	Rising damp behind foyer (see 10.7.5).	Investigate and rectify.	C	500	
3.	10No. roughcast render arcade columns in excellent condition.				
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<b>10.10 Monuments, tombs. Plaques etc.</b>					
1.	Wooden station of the cross, an incumbent board, 8 <sup>th</sup> Army, Burma and HMS Eskimo memorials in excellent condition.				
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<b>10.11 Vestries meeting rooms, WCs and kitchens</b>					
1.	Vestry, WC, kitchenette and office in reasonable condition except for wall decoration in WC.	Redecorate.	D	400	
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<b>10.12 Fittings, fixtures, furniture and moveable articles</b>					
1.	Oak pews, lectern, Clergy stalls, altar rail, side tables and Glastonbury chair; all in good condition.				
2.	Oak pulpit has loose handrail and water marks, choir stalls have water marks, otherwise in reasonable condition.				
3.	Concrete altar in good condition.				

Reference	Condition	Action	Priority	Cost£	Photograph
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10.13 Organ

1. *Opus 250* electric organ said to function well.

10.14 Accessibility

1. Everywhere but the Sanctuary is on the level.
2. Ramp upto foyer entrance.
3. Wheelchair WC in foyer in excellent condition, though in non-standard arrangement.
4. Hearing loop said to function well.



10.15 Cellar

1. Subterranean boiler room accessed under cover down metal ladders, with aged sump pump.

Provide a back-up pump in case of failure.

A(M)

100



Reference	Condition	Action	Priority	Cost£	Photograph
<b>11. SERVICES</b>					
<b>11.1 Electrical Installation</b>					
1.	Meter in Vestry office.				
2.	Concealed wiring except for surface trunking in Vestry.				
3.	Last test 09.2019	Next test due.	A(M)	500	
<b>11.2 Water installation</b>					
1.	Stopcocks are located in boiler house, WCs and kitchenette.				
<b>11.3 Gas installation</b>					
1.	Gas meter in cellar.				
2.	Gas safety inspection 05.04.19	Commission new test.	A(M)	200	
<b>11.4 Oil installation – none.</b>					
<b>11.5 Heating installation</b>					
1.	Conventional flue <i>Ideal Falcon GTS</i> gas boiler (2016) feeds cast iron radiators.	Service annually.	B(M)	300	
2.	Slimline <i>Baxi</i> wall convectors in Vestry, informed 1 of 4 is broken.	Service annually.	B(M)	Incl.	
3.	New pressurised electric water boiler in kitchenette.				
<b>11.6 Insulation and air leakage.</b>					
1.	Only insulation seen is over Parish Hall ceiling.	Consider providing more insulation.	E	?	
2.	Air leakage low owing to a combination of solid floors and lobbied entrances.				

Reference	Condition	Action	Priority	Cost£	Photograph
<b>11.7 Sound system</b>					
1.	Fixed and hand-held microphones.				
2.	Equipment in room north of Sanctuary.				
3.	Systems said to function well.				
<b>11.8 Fire precautions</b>					
1.	Fire Risk Assessment Policy in place.				
2.	Three separate means of escape with signage.				
3.	Extinguishers: 6L foam in Vestry, southeast and southwest Nave. 2Kg CO <sub>2</sub> in Vestry, and in sound system room/				
3.	Last inspection 08.23				
<b>11.9 Lightning protection</b>					
1.	Conductor tape runs down northwest face of tower into courtyard				
2.	Last inspection 2018	Commission new test	B(M)	300	
3.	Remedial work carried out 10.21				
<b>11.10 Asbestos</b>					
1.	Inspection carried out 03.21 with compliance work thereafter.	Follow recommendations in Report.			

Reference	Condition	Action	Priority	Cost£	Photograph
<b>12. CHURCHYARD</b>					
<b>12.1 Buildings within the curtilage</b>					
1.	Other buildings include 2No. Halls, kitchen, WCs and store rooms to southeast; all linked.				
<b>12.2 Ruins maintained by the PCC - none</b>					
<b>12.3 Monuments, tombs and vaults - none</b>					
<b>12.4 Boundary walls, railings, fencing, hedging and gates</b>					
1.	Timber fencing to housing east side in good and fair condition.				
2.	Galvanised metal gates to north cannot be made secure.	Consider completion of fencing.	E	1000	
3.	Infill to east boundary rotting.	Consider replacement.	E	500	
4.	Infill to southeast boundary rotting.	Consider replacement.	E	500	
5.	Wire fence and planting to Rectory at south.				
<b>12.5 Hardstanding areas</b>					

Reference	Condition	Action	Priority	Cost£	Photograph
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12.5 Hardstanding areas

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|----|---|------------------------------|------|-----|--|
| 1. | Concrete flags generally in good condition except where lifted by former tree and unevenness to northwest path. | Re-set to avoid trip hazard. | D(M) | 100 |  |
|----|---|------------------------------|------|-----|--|



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| 2. | Block paving to memorial garden in good condition. |  |  |  |  |
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|----|------------------------------------|--|--|--|--|
| 3. | Slate memorials in good condition. |  |  |  |  |
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12.6 Grassed areas

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|----|---|--|--|--|--|
| 1. | Grass to west maintained by County Council. |  |  |  |  |
|----|---|--|--|--|--|

12.7 Notice Board

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|----|--------------------------------------|--|--|--|--|
| 1. | In excellent condition below canopy. |  |  |  |  |
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Reference	Condition	Action	Priority	Cost£	Photograph
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13. TREES

13.1 Identification of trees with preservation orders – none known

13.2 General health of trees and safety concerns

1. Trees to southeast only; health appears good.

13.3 Impact of trees on nearby walls and buildings

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|----|--|--|---|-----|--|
| 1. | Large quadruple boughed tree to south corner has bough leaning towards Rectory | Seek permission to fell this bough to remove potential danger. | B | 400 |  |
|----|--|--|---|-----|--|



## Appendix 1: Explanatory Notes for PCCs

- a) The need for a Faculty      The inclusion of an item of work in a Quinquennial Report does not remove the need to seek permission before it is carried out. A Faculty or Archdeacon's consent will normally be required (with the exception of some minor maintenance items).
- b) General limitations of the Quinquennial Report      The Quinquennial Report is a *summary report only* as required by the Inspection of Churches Measure. It is restricted to the condition of the building and its defects and is not a specification for the execution of any necessary repair work and should not be used as such. The Professional Adviser is normally willing to advise the PCC on implementing the recommendations and will, if so requested, prepare a specification, seek tenders and oversee the repairs.
- Woodwork or other parts of the building that are covered, unexposed or inaccessible will not normally be inspected in a Quinquennial Inspection. The Adviser cannot therefore report that any such part is free from defect. The report may include the recommendation that certain areas are opened up for inspection.
- Further specific limitations on access etc. may be noted in the Report text.
- c) Annual Inspections by the Church Wardens      Although the Inspection of Churches Measure requires the Church to be inspected every five years, it should be realised that serious trouble may develop in between surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches Measure 2018 to make an annual inspection of the fabric and furnishings of the Church and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. Guidance on these inspections and statutory responsibilities can be found on the Churchcare website.
- d) Rainwater gutters and downpipes      One of the most common causes of damage in Churches is the blockage of the rainwater gutters and downpipes. The PCC are strongly advised to either clean out gutters and downpipes at least once a year, or enter into a contract with a local builder for the cleaning.
- e) Insurance cover      The PCC are reminded that insurance cover should be index linked so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate.
- f) Electrical installation      Any electrical equipment should be tested at least once every quinquennium in accordance with IEE Regulations, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church Log Book. Inspections carried out by the Professional Adviser will normally be based on a visual inspection of the main switchboard and certain sections of the wiring selected at random, without the use of instruments.

- g) Lightning conductor Any lightning conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer and the record of the test results and condition should be kept with the Church Log Book.
- h) Heating installation A proper examination and test should be made of the heating installation by a qualified engineer each summer before the heating season begins, and the report should be kept in the Church Log Book.
- j) Fire extinguishers A minimum of two water type fire extinguishers (sited adjacent to each exit) should be provided and in addition special extinguishers for the organ and boiler house. Large Churches will require more extinguishers and, as a general rule, one water extinguisher should be provided for every 250 square metres of floor area. All extinguishers should be inspected annually by a competent engineer to ensure that they are in good working order. Further advice can be obtained from the fire prevention officer of the local fire brigade and from insurers. A summary of the recommendations is as follows:

<u>Location</u>	<u>Type of extinguisher</u>
General areas	Water (one per 250m <sup>2</sup> )
Organ	CO <sub>2</sub>
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil boiler	Foam (or dry powder if electricity on)

Further advice is available on the Churchcare website.

- k) Asbestos It is a duty of the PCC to ensure that an assessment is made of the church to establish whether asbestos is, or is liable to be present. Further advice is available on the Churchcare website.
- l) Equality Act The PCC should understand their responsibilities under the Equality Act 2010. Further advice is available on the Churchcare website.
- m) Protected species The PCC should be aware of their responsibility where bats and other protected species are present in the church buildings. Further advice is available on the Churchcare website